

PETHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON 8TH FEBRUARY 2018

In attendance were Cllrs Mrs Spratt, Norman, Patrick, Mrs Knox and the Clerk

1. Apologies for Absence

Apologies were received from Cllrs Warden, Mrs Sewell and Mrs Obry

2. Declarations of Interest and any Update to Disclosable Pecuniary Interests Register

Cllr Mrs Spratt declared a non pecuniary interest in items 4ii & 4iii

3. To approve the Minutes of the last Meeting and Matters Arising

The minutes of the meeting held on 11th January 2018 were approved and signed by the Chairman as a true and correct record subject to the inclusion in item 8 that a notice will be placed banning dogs in the fenced off area of the recreation ground.

Item 8 Recreation Ground Licence: Following an email from the Trustee of the recreation ground land, the clerk to respond that we agree with the draft licence subject to the rental remaining at £96.00 per annum for the next five years. It was also proposed and seconded that the new licence should be signed and take effect from 1st April 2018.

Due to the confidential nature, item 4ii was taken with the press and public excluded

4. Financial Matters

(i) To approve the following invoices:

| | | | |
|-----------------------------------|---|---------|-------------------------------|
| Scottish & Southern Electric | £ | 53.90 | St Light Energy Jan – DD |
| Chris Tanton | £ | 1160.00 | Ground Maintenance |
| Pet & Walt Parish News | £ | 13.36 | Subs for Parish News |
| Trustees of the Recreation Ground | £ | 96.00 | Rental for 2017 to March 2018 |
| HMRC | £ | 78.60 | PAYE - February |
| Parish Clerk | £ | 25.41 | Stationery & Expenses |

(ii) To consider progress re communications with Hobbs Parker and other organisations.

Following Hobbs Parker's response to ours requesting extra time in which to consider their offer, the Clerk explained that she had followed this up with a further request. However the Agents in consultation with the owners declined our request. Following discussion during which another possible solution may be found, it was agreed to request a further week's grace.

(iii) Update and quotations for installation of defibrillator.

Having received two quotations and in view of the experience on the installation of defibrillators, it was proposed and seconded that we accept the contractor submitting the lowest figure of £157.00 plus VAT. On being put the motion was carried.

(iv) To note bank letter re transfer of funds from one account to another.

Following the Chairman's letter to the bank requesting the transfer of funds, they had written to the Clerk stating that as she (the Clerk) is not a signatory this would not be possible. This response was totally incorrect as the request for the transfer came from the Chairman and a member, both of whom are signatories.

(v) To consider new regulations on GDPR

The Clerk had forwarded several papers on how to proceed with the new Data Protection Regulations, the Chairman had managed to read through and is getting to grips with the process although the papers are complex and contradictory in places. Not only are we required to have the new regulations in place by 25th May 2018 we are also required to audit what we currently have in place. In addition, we are required to appoint a Data Protection Officer who must be independent of the Parish Council. Two members felt this was not compulsory whilst another member had been informed by KALC that we must employ the services of a DPO. It was agreed that all members read the documents following which we call another meeting to collate our understanding of what is required.

(vi) Renewal of SSE Contract

Having established that the new contract would increase the monthly payments by £12 to £14 and the fact that this has to be accepted or refused by 1st March, it was agreed we accept but

in the meantime we contact our lighting contractor to enquire the cost, timescale and savings if we were to convert our lighting to LED lights.

(vii) **Members approved the draft Level of Reserves and Payment Sheet as follows:**

| PETHAM PARISH COUNCIL | | |
|--|-----------------|-----------------|
| DRAFT LEVEL OF RESERVES 1st JANUARY 2018 | | |
| Balance B/Fwd 01.04.16 | | 27446.70 |
| Income Received to Date | | |
| Precept & Council Tax Support Grant | 12531.21 | |
| Concurrent Functions Funding | 4179.41 | |
| CCC Section 106 Payment | 516.78 | |
| Bus Res Account Interest | 2.89 | |
| Village Assets Account Interest | 1.31 | |
| Total | 17231 60 | 44678.30 |
| Less expenditure to date | | 15842.83 |
| Balance | | 28835.47 |
| NatWest Current Account | | 50.00 |
| NatWest Reserve Account sheet 206 | | 18824.64 |
| NatWest Village Assets Replacement Fund sheet 128 | | 9960.83 |
| Total at 1st January 2018 | | 28835.47 |

5. Planning Matters

- (i) 18/00125 Yew Tree Farm, Stone Street, Petham
Retrospective application for single-storey storage and workshop building together with siting of portacabin and hard surfacing and gates.
No objection
- (ii) 17/01917/AS 20 dwellings at Penny Pot Lane (Thruxted Mill).
Although the erection of the properties are in Godmersham Parish, the soakaway of the existing is sited in the Parish of Petham. The Clerk has therefore written to Ashford Borough Council regarding the history of the site and outlining our objections to the application. She had also contacted Canterbury Planning Authority enquiring why we had not been consulted – to which they stated they do not consult on other Districts applications. However they did provide the Clerk with a copy of their response which was entirely on the grounds of the site being in an Area of Outstanding Natural Beauty.

6. CCC Planning Decisions Granted by CCC

- (i) 17/02710 Stable Lodge, Broadway, Petham
Proposed conversion of existing outbuilding to a residential annex to the main house and alterations to the main house comprising the removal of a flat roof and replacing it with a pitched, the roof to match replacement of existing metal windows with painted softwood joinery, and cladding of part of the building with traditional featheredged timber boarding.
- (ii) 17/02762 Pengarth, Stone Street, Petham. Proposed first floor extension.

7. CCC Consultation on Community Governance Review

As there will not be any alteration to the boundary of Petham Parish members were requested to read the questionnaire and respond individually if necessary, but to advise the Clerk of any issues they may have.

8. Recreation Ground

- Members noted the Serco inspection reports the last of which had no issues. A member referred to the poor state of the soft surface, as this is hosed down every March/April it was agreed to check the overall condition then.
- Members gave consideration to the ground maintenance quotes and agreed to accept the figure for 16 cuts and the figure for white lining the football pitch. The clerk to contact Landscape Services and our current strimming contractor regarding the mowing inside the fenced off area.

9. Highways

- A member had contacted on several occasions, our KCC Cllr requesting the results of the speed monitoring in Stone Street, however up to now there has been no response.
- The clerk had advised by email that KCC Highways is offering a good deal on speedwatch equipment for areas of 40mph or under. Although Stone Street would not qualify, the clerk wondered whether this could be used as a lever to reduce the speed limit to 40mph provided residents are prepared to volunteer their services to monitor the traffic speeds with the equipment. Members considered that we should purchase the equipment as it could be used in other areas in the Parish. The Clerk explained that the Police Speedwatch team have to give their approval and select the monitoring points, but she will make enquiries with the District Speedwatch Co-ordinator.

10. Correspondence, publications and other matters of importance

Copy of Countryside Voice
Copy of Clerks & Councils Direct

11. To confirm the date of the next meeting as 8th March 2018

The meeting closed at 8.55pm

Signed.....Date.....