

PETHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 13TH JUNE 2019

In attendance were Cllrs Mrs Spratt, Clark, Warden, Mrs Knox, Nason the Parish Clerk and one member of the public.

1. Apologies for Absence

There were no apologies

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

Cllrs Mrs Spratt and Clark declared an interest in item 5i Finance Payments

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

The minutes of the meeting held on 9th May 2019 were approved and signed by the Chairman as a true and correct record.

Item 4i Insurance Renewal: Due to the late arrival of our insurance renewal papers, members checked through the schedule and were happy with the cover.

Item 4x Playground: The Clerk enquired whether anyone knew if the cleaning had been carried out. She also reminded members of the requirement for weekly inspections.

It was agreed to hold our annual inspection of the recreation ground at 7pm prior to the commencement of the July meeting.

4. Councillors Responsibilities

It was proposed and seconded that the Parish Clerk remain as the Responsible Finance Officer.

Finance	The Chairman
Garlinge Green Issues:	Cllr Mrs Knox
Stone Street Area & Highways	Cllr Warden
Defibrillator	
PROW	Cllr Nason
Planning	All Members
Kenfield Cricket Ground	Cllrs Clark & Warden
Recreation Ground	All Members in turn

5. Financial Matters

(i) The following payments were approved

Scottish & Southern Electric	£ 69.05	St Light Energy –May
KECN	£250.00	Grant toward Supreme Court Hearing
L. Spratt	£ 43.85	APM Refreshments
Commercial Services	£149.30	Grass Cutting
M Castle	£192.00	Recreation Ground Rent 2018-19 &2019-20
C. Castle	£250.00	Internal Audit
R, Gay	£126.00	Clearing playground path & Gardeners Plot
N. Clark/Kenfield CC	£ 47.77	Materials for Kenfield Cricket Ground
HMRC	£ 83.60	PAYE
Mrs S. C Shaw	£106.29	3 months shortfall in salary
Parish Clerk	£ 37.52	Expenses & Stationery

Referring to the Mrs Shaw payment the Clerk explained that our bankers had not amended the Salary standing order although the appropriate tax has been deducted based on the new salary from the beginning of this financial year. The Chairman and a member signed another letter to the bank.

(ii) To Approve Internal Auditors Report

Following the Internal Audit Inspection of accounts 2018-19, members were pleased to note there were no issues raised. It was proposed and seconded, approval of the report.

(iii) Funding for the upkeep of Kenfield Ground. & to consider register of use

The Clerk explained that up to the 1st of June bank statement the funding for the upkeep of Kenfield Cricket Ground had not been received, despite being informed that it would be paid by BACS some weeks ago. The Clerk to follow this up with Stour Valley Farms Agent.

The Clerk also stated that she feels it necessary to keep a register of use of the ground, if only for insurance purposes. She further enquired whether any payments were or had been paid or funds raised. Cllr Clark advised there is a diary of cricket fixtures, the boules pitch will be used every Monday evening and any specific events would be recorded. Any unlikely income generated will be put through the Parish Council account specifically for Kenfield.

Cllr Clark further reported that unfortunately during construction of the boules pitch, a leak was found in the water pipe which resulted in a vast amount of extra work in finding the source of the leak and then having to dig a trench and lay a new pipe. This will result in an increase in the quote received and approved in June for the construction of the boules pitch. In addition a large branch had broken and was hanging over the road, this had to be removed which will also incur extra cost.

- (iv) To consider Notice of Intention to Dispose of Chequers Public House – Village Asset
Following the notices being placed on the public notice boards quite a number of residents had expressed an interest in retaining this village asset. As a result the Parish Council – as an eligible Community Interest Group on behalf of the Parish request in writing to be treated as a potential bidder for the Asset subject to clarification from the CCC Director of Community Services,
- (v) Clerk’s Email inbox – To consider increase
Due to the Clerk’s PC email being repeatedly very limited in space, members agreed to increase it from one Gbt to five Gbt, at an additional cost of £42.00PA.
- (vi) Members approved the payment sheet and draft level of reserves as at 1st June 2019 and noted receipt of £1350.00 Lighting Grant

PETHAM PARISH COUNCIL	
Draft Level of Reserves as at 1st June 2019	
Balance B/Fwd 01.04.18	30380.60
Income Received to Date	
Precept & Council Tax Support Grant	13317.00
Concurrent Functions Funding	2981.60
Street Lighting Grant	1350.00
Bus Res Account Interest	10.52
Village Assets Account Interest	4.13
Total	17663.25
	48043.85
Less expenditure to date	1960.86
Balance	46082.99
NatWest Current Account sheet 360	50.00
NatWest Reserve Account sheet 223	34053.71
NatWest Village Assets Replacement Fund sheet 145	11979.28
Total at 1st June 2019	46082.99

1. Planning Matters

- (i) 19/01103 Garlinge Court, Garlinge Court Road, Garlinge Green Petham
Proposal: Variation of condition 02 (drawings) of planning permission CA/17/00209/FUL for the proposed single-storey side and rear extension following demolition of existing extension and outbuildings; to allow reduction in floor area and height of building with relocation of terrace to rear of the property. No comment.
- (ii) CA./19/01022/LUE Earley House, Waltham Road, Petham
Application for lawful development certificate for existing implementation of planning permission CA/18/02424/FUL. No objection
- (iii) 19/00806 Flaxland Cottage, Garlinge Green Road, Garlinge Green, Petham
Proposed use of detached two-storey garage as ancillary accommodation together with 1 no. dormer and 2 no. rooflights to south-east elevation, balustrade to south-west first-floor elevation and alterations to ground-floor fenestration. No objection subject to the accommodation being tied to the main dwelling to avoid it being sold as a separate dwelling.

2. Planning Decisions

There were no CCC planning decisions for our parish this month.

3. Welcome to Petham Booklet

A member stated that he has a later electronic version of the Welcome to Petham booklet than the one on the website. He has agreed to send it in ‘word’ to members for any updates or amendments.

Due to the confidential nature of part of the next item the press and public were excluded

4. Co-option of Councillor

There were two candidates for the one vacancy, the third having withdrawn. Each candidate was invited to address the Parish Council, individually and in private, following which members made their choice. The Chairman then thanked candidates and hoped the one that was unsuccessful would consider standing again if a vacancy arises or at the next election.

Following resumption of the meeting, it was proposed and seconded and the motion carried that David Patrick be co-opted as a Councillor to the Parish Council.

5. Correspondence, Publications and any other matters of an urgent nature.

Copy of Clerks & Councils Direct

Copy of Countryside Voice

Various leaflets on play equipment

Notice of Merchant Navy Day – 3rd September - Fly the Red Ensign

6. Confirmed the date of the next Meeting as 11th July 7.30pm following the annual inspection of the recreation ground at 7pm

The meeting closed at 9.05pm

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