

**PETHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON LINE
ON THURSDAY 13^H AUGUST 2020 4PM**

In attendance were Cllrs Mrs Spratt, Clark, Mrs Knox, Mrs Obry, Nason and the Parish Clerk

1. **Apologies for Absence.** Apologies were received from Cllrs Warden and Patrick
2. **Declarations of Interest and Update to Disclosable Pecuniary Interests Register**
Cllr Clark declared an interest in item 4i Finance Payments

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

The minutes of the meeting held on 9th July 2020 were approved and signed by the Chairman as a true and correct record.

Item 4iv Street lighting: Streetlights has advised that they will be starting the conversion of our lighting to LED towards the end of August, following their return from holiday.

Item 4vii Garlinge Green: Our contractor informed the Clerk that he has never cut the verge on the bend in Garlinge Green Road and believes a local resident may be mowing the area.

Item 7 Highways Church Lane: The Clerk requested permanent signs at the top and bottom of Chequers Hill and that further passing places are required but was informed that these requests have to be part of a future plan. The Clerk to make enquiries as to the contact.

Item 8 Recreation Ground PROW: The Clerk has reported the problem of the fence erected around a tree along the pedestrian entrance PROW 425 and also the broken chicken wire on the bridge of the same PROW. She has received an acknowledgement from PROW Team.

4. **Financial Matters**

- (i) Members approved the following invoices for payment:

Scottish & Southern Electric	£ 19.56	St Light Energy – July DD
Commercial Services	£ 615.14	Recreation Ground Gang Mowing
Playsafety Limited	£ 86.40	ROSPA Annual Inspection
Cllr Norman Clark	£ 14.39	Zoom Fee for August Meeting
Cllr Norman Clark	£ 952.08	Works to Kenfield Pavilion
Robert Gay	£ 298.00	Work to Gardeners Plot & Padlocks
HMRC	£ 86.60	PAYE – August
Parish Clerk	£ 26.26	Expenses & Stationary – June/July

Addendum to the minutes attached showing individual payments made by Cllr Clark for restoration of the pavilion.

- (ii) Members approved the Payments Sheet and Draft Level of Reserves as follows:

Balance B/Fwd 01.04.18		34026.99
Income Received to Date		
Precept	15048.00	
Concurrent Functions Funding	2972.00	
Street Lighting Grant	1350.00	
Kenfield Funding	2957.00	
Kenfield Cricket Club Fee	25.00	
Bus Res Account Interest	12.64	
Village Assets Account Interest	4.44	
Total	22369.08	
		56396.07
Less expenditure to date		5998.23
Balance		50397.84
NatWest Current Account Sheet 374		50.00
NatWest Reserve Account sheet 237		36773.81
NatWest Village Assets Replacement Fund sheet 159		14003.77
Total at 1st August 2020		50827.58
Less unrepresented cheques from 2019-20		429.74
Total		50397.84

- (iii) Kenfield Cricket Ground – Business Rates Registration and Update on Insurance Claim
 - The Clerk has received notice that Parish and Town Councils are not eligible to claim the £10,000.00 under the RLHGF.
 - The Clerk has requested the Insurers to hold off settling the Castle Water Invoice claim until they can be provided with a breakdown of the local contractor’s work for the search of the water leak, for which it appears we are covered in our policy.
- (iv) COVID-19 Update

Parish Councils are instructed to continue holding their meetings remotely and to make sure they are following the correct procedure for keeping the public informed that they are entitled to attend a remote meeting. Following discussion it was agreed that our agendas always give this information. The Clerk will also put a notice on the website.
- (v) Notice of CCC’s proposals for future Concurrent Functions Funding

The Clerk explained that the City Council is proposing to do away with Parish Concurrent Functions Funding. The most likely option is to phase it out over the next four years by reducing the payment each year to nil by the end of 24-25. They suggest that each year we precept the shortfall. For this year 2020-2021 the City Council’s pot for CFF is £134,500.00 for 24 Parish Councils, currently we receive around £2800.00 annually towards the cost of maintaining the Recreation Ground, Garling Green village green and the bus shelter. This payment represents a little over 2% of the City Council’s total annual funding. However, we heard yesterday that the decision has been deferred in order to allow the Rural Forum to consider the matter.
- (vi) Website Accessibility

The Web Master has asked if he should proceed with the Accessibility Regulations, the Clerk asked him to hold off until after this meeting as no resolution was made at the July meeting. The Clerk was also advised that to rebuild the website as is, will be £250.00. It was proposed and seconded that we instruct him to go ahead at a cost of £250.00.

5. Planning Matters

- (i) CA/20/01514 Buckholt Waltham Road, Petham

Change of use from light industrial buildings to single residential dwelling, to include associated building works, re-siting of building for agricultural store. Members could not support this application as the description maintains that the light industrial buildings proposed for conversion to residential are redundant, but then request permission to provide another building for storage. As a result, members question the validity of the redundancy of the existing buildings for change of use. On this basis it was agreed to object to the application.
- (ii) The Clerk referred to the Planning document Landscape & Biodiversity which was circulated to members’ last week. She asked for feedback on any concerns or issues members’ may have
- (iii) The Chairman reported that she and the Vice Chairman had received complaints regarding a resident drilling boreholes on his land but has disposed of the spoil, which is white chalk slurry on a nearby ancient public woodland, this spoil now blankets a fairly large section of the woods, smothering the plants in the undergrowth. The Chairman has reported this to the Environment Agency and the Clerk has reported it to CCC Planning Enforcement who advise that it doesn’t look like a planning breach but they do suggest that she report it to other bodies. The Clerk has spoken and now written to KCC who state that it comes under their remit and is listed as ‘Trespass with a Waste Contravention’

6. Planning Decisions Granted by CCC

- (i) CA/20/010017 Field End, Broadway, Petham

Single-storey rear extension together with of bi-folding doors and roof lights, along with solar panels following demolition of existing outbuilding and removal of chimney.
- (ii) CA/20/01120 Petham Lodge, Broadway, Petham

T.P.O. no 13, 1990/G8-Sweet Chestnut – Crop to approximately 25 feet.
- (iii) CA/20/01128 Swarling Manor, Swarling Hill, Petham

T.P.O. no2 1959: T1 Pine - reduce to 10 feet; T2 Lime - remove lowest branch; T3 Pine - fell; T4 Sycamore

7. Highway Issues and PROW

8. Recreation Ground

- *To consider 2020 ROSPA Report* - Deferred to the next meeting
- *To Report Opening of Recreation Ground* - Members stated that all seemed to be going well with no comments from the public.

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

The Clerk reported that her home was overcrowded with dozens of obsolete parish papers which cannot be simply disposed of due to data protection. She has made enquiries with a waste disposal company who offer this service of dealing with confidential waste and will provide her with a quote, it was proposed and seconded approval of this subject to the cost.

10. Staffing *Due to the confidential nature of this item the press and public will be excluded*
Nothing to report.

11. Confirmed the date of the Next Meeting as 10th September 2020

The meeting closed at 5.20pm

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