

PETHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON LINE
ON THURSDAY 8TH APRIL 2021
The meeting was held remotely via Zoom

In attendance were Cllrs Mrs Spratt, Clark, Patrick, Warden, Henderson, Collins and the Parish Clerk

1. Apologies for Absence

Apologies received from Cllr Mrs Knox

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 11th March 2021 were approved and signed by the Chairman as a true and correct record.

Item 3 Matters Arising – Recreation Ground: The Clerk checked with the Drainage Team at Kent Highways who advised they are responsible for the drain in question and have it on their list for further investigation.

The Clerk has also received an acknowledgement from the PROW team that they will look into the issue of the fence around the tree along the pedestrian entrance. Agreed the Clerk follow up a previous complaint regarding a fence erected on part of a PROW off Vicarage Hill.

Item 4i Grants: A letter of thanks was received from Kent Air Ambulance for the donation of £100.00. A letter was also received from the Treasurer of the Parochial Church Council thanking the Council for the grant of £700.00 towards the upkeep of the Burial Ground.

Item 4ii Finance Payments: A late invoice was received from Castle Water for £37.37. As they only permit two weeks for payment and is a company that add a late payment charge following failure to pay during that period, Cllr Clark made the payment on the instructions of the Chairman and Clerk.

Item 5i Planning Application CA/21/00887: A member reported that there looks to be a second drive being excavated – but as yet we have not been notified that permission has been granted.

Item 8 Recreation Ground Bins: The clerk queried the emptying of the bins in the Parish and received a reply from CCC that they are responsible for the emptying of two rubbish bins and one doggie bin in the recreation ground but have no record of the rubbish bin on the verge belonging to the Church. Unfortunately the company responsible for collection of rubbish has fallen behind due to the pandemic. A member stated that the bin outside the Church has now been emptied.

Financial Matters

(i) To approve payments as follows:

Scottish & Southern Electric	£	18.91	St Light Energy – January DD
Cllr Norman Clark	£	14.39	Zoom Fee for December Meeting
Cllr Norman Clark	£	81.98	LCP Automotive Components – Mower
Malcolm Castle	£	96.00	Recreation Ground Annual Rent
Stour Valley Farms	£	2.00	Kenfield Rent 2021-22 & 2022-23
HMRC	£	86.60	PAYE – payable 5 th May 2022
Parish Clerk	£	18.79	Expenses & Stationary – March/April

(ii) To approve the Draft End of Year Accounts and staff P60

Unfortunately the bank statements ending 31st March has not yet arrived, therefore the Clerk was unable to complete the end of year accounts.

Members accepted the P60 for 2020-2021 although payment of tax was 20p short. The Clerk explained that this is as a result of fluctuating payments by 20p occurring during the year.

(iii) To approve changes and authorise signature for new two year lease for Kenfield Grounds.

Stour Valley Farms having changed our licence to a two year lease for Kenfield Cricket Ground, members approved the document and authorised the Clerk to sign the paper.

Cllr Clark advised that the budget for 2021-2022 has been approved by Stour Valley Farms and have agreed to £800.00 towards a new generator provided the Parish Council make up the short fall which is in the region of £500.00. This was approved by members.

It was further agreed to request our insurers to settle the claim for the water leak at Kenfield.

- (iv) To approve and sign two year agreement for Concurrent Functions Funding 2021-2023
Members accepted the agreement and authorised the Chairman & Clerk to sign the document.
- (v) Community Asset – Update by members
A member reported that two meetings have taken place at which it was understood that the owners of the property need to be informed of the group's intentions. Cllr Collins is to draft an article for the Parish Magazine and has forwarded to members information and the application to become a member of the Plunkett Foundation, an organisation which gives access to templates and support from experts in order to be ready for the funding application. As there is a fee to pay for membership of the Foundation, it was agreed the Parish Council pay the 12 monthly fee of £200.00 plus VAT.
- (vi) COVID-19 Update on remote meetings
The Clerk explained that all meetings after 6th May can be held in public. However, due to various reasons, it was agreed to hold the next meeting and the Annual Parish Meeting, remotely.

6. Planning Matters

There were no applications this month.

7. Planning Decisions by CCC

- (i) CA/21/00096 Earley House, Waltham Road, Petham
Proposed two-storey extensions with basement following demolition of the existing side extension. Granted by CCC
- (ii) CA/21/00212 Cotterell Court, Church Lane, Petham
Installation of boiler flue and tile vents to roof. Granted by CCC
- (iii) CA/21/00213 Cotterell Court, Church Lane, Petham
Application for listed building consent for the removal of internal stud walls. Granted by CCC

8. Highway Issues and PROW

Stone Street Traffic – to consider formation of Stone St Residents Group

It was agreed that a Stone Street Working Group be formed in an effort to influence Highways to reduce the speed limit and improve the safety of the B2068. This group to consist of residents and one Parish Councillor. Cllr Patrick reported that a member of the group has spoken with Highways who advise that all requests should be via the Parish Council and that they should be included in the Highway Improvement Plan. The Group has also met with KCC Cllr Northey who confirmed the advice of Highways.

Following a lengthy discussion it was agreed that Cllr Patrick complete as and when necessary, details on the HIP but that it included all highway issues in the whole Parish plus a request for a 20mph speed limit in the village. Members to inform of any problems they feel need attention. The Clerk to report the need for repair of Stone Street surface between The Chequers and Thompsons nursery.

9. Recreation Ground - To note and act upon any issues raised

The owner of the land raised with the Clerk the issue of the Ash Tree and said he is willing to meet a member on site to discuss the matter. Cllr Clark agreed to meet Mr Castle.

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

11. Staffing *Due to the confidential nature of this item the press and public will be excluded*

12. The date of the next meeting should be 13th May at 5pm to be followed at 6.30pm by The Annual Parish Meeting. However this date is subject to change.

The meeting closed at 6.50pm