

**PETHAM PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD**  
**ON 12<sup>TH</sup> AUGUST 2021 IN THE VILLAGE HALL**

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

Also in attendance were the retiring clerk, Mrs Susan Shaw, to provide support and guidance for the joining clerk, and for the first part of the meeting, Mr Peter Ventress, to discuss item (8), the speed limit issues of Stone Street. The latter was actually discussed first in the meeting

**1. Apologies for Absence** Apologies were received from Cllr Mrs Knox

**2. Declarations of Interest** There were no Declarations of Interest

**3. Staffing**

The Chairman welcomed Mr Chris Beatrup to the position of Parish Clerk. Further issues including salary, pension, holidays, organisation membership to be discussed in due course.

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

The minutes of the meeting held on 15<sup>th</sup> July 2021 were approved and signed by the Chairman as a true and correct record.

**5. Financial Matters**

(i) Members approved the following payments:

|                              |         |                                       |
|------------------------------|---------|---------------------------------------|
| Scottish & Southern Electric | £ 83.88 | St Light Energy – Account for July DD |
|------------------------------|---------|---------------------------------------|

(Retiring Parish Clerk Susan Shaw kindly agreed to follow-up this matter, having been dealing with the issue to date, in order to maintain continuity)

|                     |          |                             |
|---------------------|----------|-----------------------------|
| Commercial Services | £ 475.20 | Gang Mowing Apr, May & June |
|---------------------|----------|-----------------------------|

|                |         |              |
|----------------|---------|--------------|
| Playsafety Ltd | £ 86.40 | ROSPA Report |
|----------------|---------|--------------|

|              |         |                                     |
|--------------|---------|-------------------------------------|
| Parish Clerk | £ 34.16 | Expenses & Stationary July - August |
|--------------|---------|-------------------------------------|

(ii) Members noted the Draft Level of Reserves as at 01.08.21

(iii) Standing order for Clerk's salary and associated financial matters

(a) It was proposed (Cllr Mrs Spratt), seconded (Cllr Collins), and carried, that a standing order be set up for payment of the Clerk's salary with effect from 12th September 2021. A letter to the bank signed by the Chairman and a member, including this minute, to be followed-up by the Parish Clerk in due course. It was further agreed that with effect from 13th August 2021, all cheque books, bank statements and communications be sent to Mr Beatrup's home address (to be included at the bottom of the letter to the bank)

(b) It was further agreed to register the new Clerk with McCabe Ford Williams, Accountants, for the operation of PAYE. This to be followed-up by the Parish Clerk in due course

(c) It was proposed and seconded that a letter be sent to the bank that the standing order for the retiring Clerk be cancelled with effect 12th September 2021. It was further agreed that no further communications including cheque books and bank statements be sent to the retiring clerk. Including this minute within the letter.

(iv) Renewal of the lighting contract for street lights. The contract has been signed, but it appears that the conversion of the lights to LED has not been taken into account. Our contact Ken Bonner is on leave, returning 16.08.21, and has been written to by the clerk, requesting that the UMS certificate be updated. The council suggested looking in to a change of supplier. Parish Clerk to follow-up

(v) Kenfield Cricket Ground. Members noted the receipt of £2460.00 funding, and approved the signing of the new lease. Banking matters were discussed whereby the physical presentation of cheques to the bank is becoming no longer necessary. The Nat West app apparently permits a photograph of a cheque to be presented, rather than the physical cheque. Parish Clerk to investigate further.

(vi) Queen's Platinum Jubilee Beacons and Event. It was proposed that the Village Hall be used as the venue, in order that the kitchen can be used as necessary, and the hall be utilised if an outdoor event is not possible due to bad weather. Possible road closure for safety. The beacon (top of Chequers Hill) being on private property to be fuelled and lit by the landowner

- (vii) Queen's Platinum Jubilee Community Orchard. Cllr Scott to write to Thompson's garden centre with a view to acquiring suitable trees. Cllr Clark has contacted Brogdale, and the recommendation is for fruit trees to be used, already of a reasonable size, with a wild flower meadow proposed to be created beneath. Between the rear of the houses, on the north side of the ground, running east, to the river
- (viii) Community Asset. Momentum to be kept going from recent survey results, and progressed in a due and timely manner

## **6. Planning Matters**

- (i) CA/21/01839 Garlinge Court Farm, Garlinge Court Road, Garlinge Green, Petham. Erection of single storey orangery. Parish Council members happy to approve as the proposal is for at the rear of the property
- (ii) CA/21/01848 Samain, Duckpit Road, Petham. Use of garage as ancillary accommodation together with roof extension. Use of garage considered to be too large for this type of application, and should be a change of use. Parish Council objection. Parish Clerk to follow up.
- (iii) CCC Consultation re Planning Switch from Committee Model to Leader and Cabinet Model. Felt to be undemocratic. Parish Clerk to investigate with Kent Association of Local Councils (KALC) and liaise with other Parishes as to their response. Relates also to Housing section 106 and a potential bypass. Planning and CCC Leader Ben Fitter Harding to be consulted
- (iv) To consider any applications received following publication of the agenda. No further applications received

## **7. Planning Decisions Granted by CCC**

No matters to report

## **8. Highway Issues and PROW**

The clerk has reported again the narrowing of the entrance of PROW CB431 off Vicarage Hill and the severe protrusion of the tree trunk along the PROW CB425, pedestrian entrance to the recreation ground

Local resident Mr Peter Ventress attended to give an update on the speed restriction proposals for Stone Street

A response on the speed restriction matter (from 50 mph) on Stone Street has been received from Sebastian Bures at Kent Highways, following receipt of a 100+ name petition on the local speed limits, which appears positive. The proposal is for a consultation through a Traffic Regulation Order at a cost of £3070, plus a further £100 for a speed survey between Stoneway Park, and Hogg Lane, which Councillors would also like to see included within the consultation. Members agreed to support the consultation. Funding may be able to be shared with the neighbouring Parish of Upper Hardres as the border between the parishes lies along the centre of Stone Street. Cllr Patrick is dealing with the Highway Improvement Plan with Kent Highways.

Cllr Warden to discuss the speed issue with the manager (and residents) of Stoneway Park, and possibly invite them to the next Petham Parish Council meeting

## **9. Recreation Ground**

The Chairman reported that the report from Playsafety Limited (ROSPA) makes the situation appear worse than it actually is. Metalwork is sound, but is in need of re-painting. Colour ideally to be matched to the existing equipment, and to be of a 'Hammerite' weatherproof type of paint. Council members invited to seek quotes from local painters / decorators to carry out the work. Chairman Cllr Clark to check the gates to the ground. Overgrown hedges may need to be cut back. Tree work has commenced on trees overhanging neighbouring properties on Town Road

## **10. Correspondence, Publications and Other Matters of an Urgent Nature**

Members raised concerns over the proliferation of Ragwort in the area, and it being toxic to horses. Need to be as pro-active in its removal as possible. Also needs to be addressed and tackled at start of next growing season, March 2022

**11. Confirmed the Date of the next meeting as 9<sup>th</sup> September 2021 at 7.30pm**

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