

PETHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD
ON THE 5TH OF OCTOBER 2023 IN THE VILLAGE HALL

In attendance were Chairman Cllr Norman Clark, Vice Chairman Cllr Scott Collins, Cllr Mary Henderson, Cllr Marion Fulton, Cllr Phil Collins, Cllr David Patrick, and Cllr David Longman (arrived just after the start of the meeting), and the Parish Clerk and Responsible Financial Officer Mr Chris Beatrup

1. **Apologies for Absence** Apologies were received from anticipated guest ward councillor Mike Bland
2. **Declarations of Interest and Updates to the Disclosable Pecuniary Interests Register**
There were no additions or changes to any declared financial or other pecuniary interests
3. **To approve the Minutes of the last Meeting and Matters Arising** Cllr P Collins proposed, and Cllr S Collins seconded, that the minutes of the meeting held on Thursday the 14th of September 2023 should be approved and accepted as a true record. All present members agreed, and the Chairman signed the presented minutes at the end of the meeting

Matters arising included (i) The Parish Clerk has written to residents of Watery Lane requesting that a marquee please be removed. Should the marquee remain then the matter will be escalated to the City Council planners. All present members agreed. (ii) The Clerk confirmed with members that there would be no fireworks event this year. All members agreed. Any other matters were discussed in the items presented below

4. **Discussions with Guests** Our anticipated guest was unable to attend the meeting due to illness
5. **Financial Matters** (i) Members approved the following payments to be made:

<i>RESTATED</i>	<i>72-66</i>	<i>SEPTEMBER</i>
Scottish & Southern Electric	£86.43	Street Light Energy - Account for July DD
Canterbury City Council	£98.47	Election Costs / Expenses
HMRC	£93.20	HMRC PAYE
Parish Clerk	£373.07	Parish Clerk Salary October 2023

(ii) The Draft Level of Reserves as at 30.09.2023 were reviewed and approved by members. Approved by Cllr D Patrick, and seconded by Chairman Cllr N Clark

6. **Planning Matters** Members reviewed the following planning applications

(i) CA/23/01706	Single-storey front and rear extension two-storey side extension, single-storey double car port together with swimming pool to rear garden following removal of existing rear extension and outbuildings to the side. Garlinge Court Garlinge Court Road Garlinge Green Canterbury Kent CT4 5RT
Comments:	No objections from the Petham Parish Council
(ii)	To consider any applications received following publication of the agenda
	There were no further applications received following the publication of the agenda

7. **Planning Decisions by Canterbury City Council**

(i) CA/23/01625	T1) Pine tree - located Woodcot side of the boundary hedge, fell. T2) 3 Pine trees - located between Woodcot and land adjacent to White Cottage, fell. Woodcot Garlinge Green Road Garlinge Green Canterbury Kent CT4 5RP - Decided - No Objection
--------------------	--

8. **Highway Issues and PROW** (i) Petham Village 20mph speed limit (Highway Improvement Plan) - Subcommittee lead Cllr D Patrick reported that some speedwatch training / practice in the village had taken place, but that the administration was a very slow process and very complicated. Two Parish Councillors are currently involved, and more volunteers are sought. The commitment would only be in the region of 1 hour per week. This remains in progress, and the actual process appears to be constantly changing
- (ii) Street Furniture - Bins and Salt Bins - The village hall bin was reported as needing to be emptied, and a bin to be provided at the bus stop. Parish clerk to follow up. Clerk also reported that the remaining yellow salt bins in the Parish are being attempted in association with Kent County Council, to be swapped over to bins green in colour, to better suit the rural environment
- (iii) Walking the Parish Paths - Paths are being walked. Landowners/those responsible please be advised of this. It is seen by the Parish Council as everyone's aim to keep the paths in good shape and accessible. Kent County Council Public Rights Of Way have the ultimate responsibility, and we all need to help them as much as possible. This item remains in progress
9. **Recreation Ground** (i) No reported problems. Member inspection rota was September : Cllr M Henderson, October : Cllr M Fulton. Local contractor has been carrying out maintenance work on the ground as requested. Negotiations also in progress with local contractor to allocate one day per month to work on areas in the village requiring attention. Parish Council to request areas where work required. Although previous work with contractor has been such that what's wanted has been self evident, and supervision is minimal
- (ii) - Tillard Close play equipment not the responsibility of the Parish Council, but request made that clerk sets up meeting with CCC councillors, to review and possibly replace the existing equipment, and also to request a latest RoSPA report on the equipment from Canterbury City Council
10. **Correspondence, Publications and Other Matters of an Urgent Nature** (i) Petham Parish Events C.I.C (Community Interest Company). No problems to report, and all is running well. Good relationship developing between the Parish Council, Petham Parish Events, and the Village Hall
- (ii) Agree funding for servicing the Village Hall defibrillator - Supplier to be contacted for advice on what maintenance is required (Parish Clerk). Currently the batteries are replaced when required. An asset register for the Parish also to be sought or created in due course, of which the defibrillator will be part
- (iii) Potential funding contribution for Village Hall sound system upgrade. Cllr M Henderson proposed and Cllr S Collins seconded that £500 be granted to Petham Village Hall towards the upgrade of the existing sound system. All members present agreed. Specification of the sound system required to be created, and once agreed, funding to be made available to the Village Hall. Cllr D Longman agreed to help take this forward, as he already has experience in these matters
- (iv) Standing Orders, Policies, and Procedures. Chairman Cllr N Clark has agreed to collect a memory stick from former Clerk Mrs S Shaw, containing the previous standing orders, policies, and procedures where available. Once obtained, these will be reviewed and updated at the next appropriate parish meeting
- (v) Parish Council Engagement Session. Cllr M Henderson has attended an engagement session with Canterbury City Council, as the Parish Clerk was unavailable. The existing Parish Charter was reviewed in accordance with the stipulation that it should be regularly updated (two engagement sessions between parishes and the city council per year). Notes and presentation slides were made available, and feedback to be generated in due course. It is understood that the City Council member for Parish Councils is in Blean

(vi) D-Day 80 years 6th June 2024. An on-going discussion about what may be done to commemorate the event. Whatever is decided, any event will be run by Petham events, rather than the Parish council. Discussions to continue until nearer the actual time

(vii) Fly tipping / Litter picking / CCTV offer from local resident. Clerk requested to check with CCC enforcement team to check on signage progress

(viii) Capital Grant for 2024-25. Cllr M Henderson was thanked for her work in preparing and submitting the grant application for 2024-25. Emphasis has been made on match-funding, such that Petham Parish Council and Canterbury City Council share the nominated project costs (a village sign in the centre of the village)

(ix) Grant Matched funding and offer of steel post (for the Village Sign). Cllr S Collins proposed and Cllr P Collins seconded the provision of £2500 from the Parish Council towards the village sign project. All members agreed

(x) Village Sign. Cllr P Collins continuing to work with Eastwell Ironworks on the development of a sign for the village. Design work continues, with discussions over the (founding) date that is to appear on the sign

(xi) Ward Boundary Consultation / Review. Work continuing with Canterbury City Council. Nothing further to report at this time


(xii) Feedback for CCC on whether Parish Councillors are receiving communications re engagement events. Petham Parish Council have received no notifications regarding a parish council event at Blean, and so it is not clear at this stage whether everything from Canterbury City Council is being circulated. Future emails / notifications to the Parish Clerk to be monitored, and distributed to members accordingly

A Parish resident has offered a piece of land that may be given over to use as allotments. Members were pleased to learn of this, and Cllr P Collins has offered to take this forward over the coming months

The problem of Asian Hornets was raised by Cllr D Longman, having recently attended a local Bee keeping meeting. Cllr Longman supplied some information posters / flyers, that are to be published on the Petham facebook site

11. Confirmed the Date of the next Parish Council meeting to be Thursday the 2nd of November at 7.00pm in the Petham village hall. All welcome

The meeting concluded at 8.05 pm

Signed..........Date.....7-12-23.....