

**PETHAM PARISH COUNCIL**  
**THE NEXT ORDINARY PARISH COUNCIL MEETING WILL BE HELD**  
**ON WEDNESDAY 3rd July 2024 AT 7.00 PM IN THE VILLAGE HALL**  
Members of the public and press are welcome to attend

**A G E N D A**

1. **Recording of those members present, apologies for absence.**
2. **Declarations of Interest and Updates to the Disclosable Pecuniary Interests Register.**
3. **To approve the Minutes of the last Meeting (Jun 2024) and Matters Arising.**
4. **Discussions with Guests (if present).**
5. **Financial Matters.**

(i) To approve payments as follows (final figures may not have been available at time of agenda preparation. These will be included in the final minutes of the meeting).

Castle Water - Cricket Ground	£7.51	Paid in advance to expedite 26/06/2024
Eastwell Ironworks Village Sign	£780.00	Paid in advance to expedite 26/06/2024
HMRC	In the region of £100 (20% basic rate)	HMRC PAYE + Employer NI
Parish Clerk	In the region of £400	Parish Clerk Salary July 2024

(ii) To approve Draft Level of Reserves as at 30.06.2024.

(iii) Year end accounts 2023/2024 complete.

**6. Planning Matters (Out for consultation)**

CA/24/00919 Erection of Village Sign Land Adjacent To The Street And Vicarage Hill Junction, Petham

CA/24/00943 Court Lodge Application for Listed Building Consent for external and internal alterations including rearrangement of internal door openings, window and external door to ground floor, replacement windows from timber and upvc to timber together with remedial works to rear elevation. Court Lodge Church Lane Petham CT4 5RD

CA/24/00950 Old Bake House Part demolition of existing garage with replacement wall. The Old Bake House The Street Petham Kent CT4 5QY

CA/24/00951 Old Bake House Application for Listed Building Consent for external alterations including part demolition of existing garage with replacement wall. The Old Bake House The Street Petham Kent CT4 5QY

CA/24/01027 Lane End House Single-storey side extension following demolition of existing conservatory. Lane End House Wootton Close Petham Kent CT4 5WE

CA/24/00242 Little Swarling Revisited

Any further applications to be checked for before the meeting.

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

CA/24/00703 Garlinge Green T1 Tilia X Europaea, in front garden, fell. G1 Mixed species row of trees Sycamore, lime and ash approx. 80m in length, with the lower epicormic growth forming a hedge along the boundary with Flaxland Lane: -CUT back/hedge trim back to the boundary line from the junction

with Garlinge Green Rd. to the "off-road track" (80m approx.) the epicormic growth, keeping as a hedge -CROWN lift all trees over the road to KCC Highways spec. In practice there are not that many trees to crown lift, most are of acceptable clearance. Garlinge Court Garlinge Court Road Garlinge Green Kent CT4 5RT Decided - No objection

No further planning decisions known of at time of agenda preparation.

**8. Development of one/three/five year plan - ideas for project work. Brought forward from June 2024 meeting**

**9. Event Planning.**

(i) Engagement and Consultation Event. Brought forward from June 2024 meeting

**10. Business continuity.**

(i) IT Security - Cloud based system.

(ii) E-mail and Website Security - training session feedback.- WCAG2.2AA compliance (Web Content Accessibility Guidelines)

**11. Risk Assessments and Emergency Planning Brought forward from June 2024 meeting.**

**12. Asset register.**

**13. Beacon.** (Conversion to Gas)

**14. Defibrillator (monthly checks).**

**15. Highway Issues and PROW.**

(i) Petham Village (Speedwatch).

(ii) Highway Improvement Plan (HIP)

**16. Recreation Ground.**

(i) Inspections and any encountered problems

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

(i) Review of Sickness Absence Policy

**18. To Confirm Dates and Times of Future Meetings.**

The Ordinary Parish Council Meeting on Thursday 1st August 2024 at 7.00 pm, in the Village Hall.

*Chris Beatrup, Parish Clerk*