

PETHAM PARISH COUNCIL
DRAFT MINUTES OF THE PARISH COUNCIL MEETING
HELD ON 7th NOVEMBER 2024 IN PETHAM VILLAGE HALL

Please note that the minutes remain in draft form until approved at the next meeting

24/25.092 Recording of those members present & apologies for absence

In attendance were Vice Chair Cllr Scott Collins, Cllr Phil Collins, Cllr Marion Fulton and Cllr Gill Miller, and Parish Clerk Mrs Lucy Wilkes. Cllr Paul Gibson joined the proceedings online.

Chair Cllr Mary Henderson and Cllr David Longman gave apologies due to prior commitments.

24/25.093 Declarations of Interest

None declared.

24/25.094 To approve the minutes of the last meeting and matters arising

The minutes of the last meeting on 3rd October 2024 were unanimously approved, with the addition of recording that a minute's silence took place at the commencement of the meeting. This was in memory of former Councillor Mr Dane Henderson. This was proposed by Vice Chair Cllr Scott Collins and seconded by Cllr Gill Miller.

Matters arising: Ideas relating to the Canterbury City Council Parish Capital Grants scheme were discussed. It was noted that the noticeboards around the Parish need replacing. To apply for the grant, the Council must evidence that this is something that the community would benefit from. Any evidence in support of replacing the noticeboards to be sent to the Clerk, to allow the grant application to be completed.

A further suggestion regarding the Capital Grants scheme regarded a memorial wall to be situated near the new village sign. A memorial wall could be used to commemorate parishioners who have contributed to the village.

The requisition of thirty trees from the Woodland Trust was discussed. It is believed that the trees will be arriving in the next four weeks. It has been agreed that some of these trees can be planted surrounding the cricket pitch; permission from the landowner has been granted. There will need to be further locations for the trees agreed in due course. SC to liaise with Norman Clark regarding the initial planting of the trees.

24/25.095 Discussion with Guests

None present.

24/25.096 Financial matters

(i) Members approved the following payments to be made:

Streetlights maintenance contract	£523.48	MH paid to expedite – 31/10/2024
Staff salary – October 2024	£387.49	Pending
HMRC Payment	£96.80	Pending
Microsoft subscription (monthly)	£14.83	LW paid to expedite – 07/10/2024
Royal British Legion Industries – Tommy solar lights	£125.93	SC paid to expedite – 20/10/2024
Commercial Services Trading Ltd	£1749.46	Pending
Tree guards	£31.77	SC paid to expedite – 06/11/2024

The above were approved for payment, having been proposed by Vice Chair Cllr Scott Collins, and seconded by Cllr Marion Fulton.

(ii) Vice Chair Cllr Scott Collins provided an update on the access to the Council bank accounts. The Clerk is still awaiting log-in details to access online banking. There is also an ongoing issue with an online banking request for one of the current Councillors, which appears to have been rejected by the bank. The process of removing former Councillors/ Clerks from the bank account is ongoing.

24/25.097 Planning Matters (out for consultation)

The following planning applications were reviewed.

CA/24/01709 Single-storey detached garage. 6 East Wootton Cottages, Garlinge Green Road, Garlinge Green, CT4 5RH.

No objections from Petham Parish Council.

CA/24/01857 Single-storey rear extension and first floor and rear side extension. Woodview, Stone Street, Petham, CT4 5PP.

No objections from Petham Parish Council.

24/25.098 Planning Comments (submitted)

Comments on the following planning application were agreed via email and ratified at the meeting.

CA/24/01611 Single-storey detached carport together with gate and formation of access. Pett Cottage, Garlinge Green Road, Garlinge Green, CT4 5RP.

Comment: Petham Parish Council has no objection to this application.

24/25.099 Planning Decisions by Canterbury City Council

It was noted that the following planning application has been granted by Canterbury City Council.

CA/24/01410 Detached double garage. The Chimneys, Watery Lane, Petham, CT4 5QR.

24/25.100 Highway Issues and PROW

It was noted that Kent County Council has approached Petham Parish Council to ask whether Council would like to complete a new Highways Improvement Plan (HIP). It was noted that Highways Improvement Plans need lots of input and dedicated time to complete.

Highways issues that could be placed on a HIP were mentioned. Council felt that it would be beneficial to have an additional cut-in or passing place in the middle of Chequers Hill. Clerk to ask Kent County Council about the feasibility of implementing this and next steps. Action: Clerk

24/25.101 Parish Council IT Systems

The Council were asked how to proceed with the planned switchover to a gov.uk domain name; a further quote had been provided for this since the previous meeting.

It was proposed by Vice Chair Cllr Scott Collins, seconded by Cllr Marion Fulton, and unanimously agreed to progress with the gov.uk domain name service with Aubergine.

24/25.102 Correspondence, Publications and Other Matters of an Urgent Nature

Salt Bins: Kent County Council has offered to deliver a one tonne bag of grit salt to parishes if needed. This salt would need to be sited off the highway. It was unclear how the salt would be transported to the various salt bins once delivered. The Clerk to check with KCC. Action: Clerk. Council noted that salt bins around the village need to be checked. There are residents who typically

help with this each year – these residents to be contacted and asked for assistance.

KALC AGM Invitation: An email invitation to the Kent Association of Local Council's AGM was noted and will be circulated to Councillors.

Flytipping on Watery Lane: It was noted that the waste which has been dumped near the Nailbourne on Watery Lane has still not been collected. Cllr. Bland at Canterbury City Council has been following this up regularly.

There was disappointment amongst Council that collection of this waste had not been completed, considering it is over two months since it was initially reported. It was unanimously agreed that the Clerk will draft a letter on behalf of the Council addressed to Cllr. Mike Sole, regarding the prolonged time that this has taken. SC to forward relevant correspondence to Clerk regarding this matter to date. Action: Clerk

24/25.103 Exclusion of Members of the Public

None present.

24/25.104 Clerk Employment Contract

The contract and terms of employment for the Clerk were unanimously approved by Council, subject to final approval by the Chair.

24/25.105 Date and Time of Next Meeting

Next Ordinary Parish Council meeting to be held on Thursday 5th December at 7pm in Petham Village Hall.

The meeting concluded at 7.29pm.