

## PETHAM PARISH COUNCIL

Meeting to be held on Thursday 3rd October at 7:00pm in Petham Village Hall  
Members of the public and press are welcome to attend

### Agenda

1. **Recording of those members present & apologies for absence**
2. **Declarations of Interest**
3. **To approve the Minutes of the last meeting (22nd August 2024) and matters arising.**
4. **Discussions with guests (if present)**  
Speaker from The Ramblers Association - speaking on the topic of Parish Footpath Observers (agenda item 9i)
5. **Financial matters**  
(i) To approve payments as follows (final figures may not have been available at time of publishing the agenda; these will be included in the final minutes of the meeting).

Castle Water - Cricket Ground	£47.51	LW paid to expedite - 16/09/2024
Rob Gay - general works	£1469.00	MH paid to expedite - 20/09/2024
Rob Gay - general works	£809.00	MH paid to expedite - 20/09/2024
Staff Salary - September 2024	£387.49	Not yet paid - pending access to bank account
HMRC Payment	£96.80	Not yet paid - pending access to bank account

(ii) Update on Clerk obtaining access to the Parish bank accounts.

### 6. **Planning Matters (out for consultation)**

**CA/24/01510** Silver birch tree, near our rear boundary fence, remove 15% off the height and re-shape. 6 East Wootton Cottages Garlinge Green Road Garlinge Green Kent CT4 5RH

Any further applications to be checked before the meeting.

## **7. Planning Comments (submitted)**

To note that comments for the following planning applications were agreed via email due to the consultation deadline being prior to the scheduled meeting of the Council:

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

Comment: Petham Parish Council has no objection to this application, on the condition that the garage may only be used as an ancillary to the main residence.

## **8. Planning Decisions by Canterbury City Council**

### **9. Highway Issues and PROW**

(i) Petham's footpaths project - Call for volunteers to be Footpath Observers for Canterbury Ramblers Association.

(ii) Overhanging trees along Duckpit Lane - there is concern from residents that trees are not being maintained to a safe height for passing vehicles.

### **10. Parish Council IT Systems**

(i) Quotes for new laptop

(ii) Microsoft 365 package quotes

(iii) Moving to gov.uk domain

### **11. ICO Registration**

### **12. Speculative Playground Design Quotation**

To consider whether upgrading the playground is a project that the Parish Council may wish to pursue.

### **13. Tree Requisition**

Petham Parish Council is gaining some trees in November from the Woodland Trust. The Council needs to make a decision on where to plant them.

### **14. PO Box**

To consider establishing a PO box for Parish Council correspondence, or an alternative safe and secure way of receiving mail. The cost to set up a PO Box via Royal Mail is £424.20 per year.

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

- Parish Capital Grants 25/26, the deadline is Friday 6th December 2024
- Parish Engagement Meeting taking place on 9th October
- KCC Highways and Transportation Parish Seminars - one is an online seminar taking place on Wednesday 2nd October (9am - 1pm). The other is an in-person seminar taking place on Wednesday 20th November - further details to follow.

**16. Date and Time of Next Meeting**