



Barham Parish Council

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Regulations enabling town and parish councils to lawfully conduct virtual meetings by video and telephone conferencing until May 2021 have been published. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into force on 4 April.

TO: ALL MEMBERS OF BARHAM PARISH COUNCIL - Councillors are hereby summoned to attend a "virtual" meeting of Barham Parish Council on **THURSDAY 01 OCTOBER 2020** at **7.30pm** for the transaction of the business described in the following Agenda.

Amanda Sparkes

A SPARKES, CLERK TO THE COUNCIL

Please note that due to the coronavirus/COVID19 this is a change to normal business practice:

This meeting will be held using Zoom as a virtual hosting platform.

Members of the public may still "attend" the meeting either online or by telephone:

Join the Zoom meeting at

<https://us02web.zoom.us/j/83757551679?pwd=R21GMmpRWHg5L2tWK2t4bHc3QkVRQT09>

Meeting ID: 837 5755 1679. Passcode: 458631

Dial by your location +44 203 051 2874 Meeting ID: 837 5755 1679 Passcode: 458631

A G E N D A

- **The Kent Together service is a single, convenient point of contact for anyone in Kent who is in urgent need of help during the coronavirus outbreak at www.kent.gov.uk/kenttogether and on 03000 41 92 92 : It is a 24-hour service.**
- **Mental health crisis support via text for people of all ages needing mental health support. As part of the Release the Pressure campaign, the texts are free on all major mobile networks and the service is provided by SHOUT and the Crisis Text Line. Texting the word "Kent" to 85258 will start a conversation with a trained, experienced volunteer who can give support at any time, wherever you are, if you're struggling to cope and you need immediate help. The service will run in addition to the current 24/7 freephone helpline (0800 107 0160)**

BUSINESS ITEMS:

1. The Chairman's opening remarks and apologies for absence
2. Declarations of Disclosable Pecuniary Interests and Other Significant Interests and Voluntary Announcements of Other Interests, and a reminder to think of any changes to the DPI register held at CCC, such as change of job or home.
3. TO NOTE the resignation of Stephanie Hollowday from the parish council on 18 September 2020 and TO DISCUSS a replacement Councillor to take on the Facebook responsibility
4. To agree as a correct record the Minutes of the last full parish council "virtual" meeting held **03 September 2020** (and TO NOTE that these will be signed by the Chairman by post after the meeting.)
5. Use of S101 delegation to the Clerk since the last meeting:
 - i) TO NOTE an order placed for new signs for the gates to Brickfield Recreation ground to highlight to keep dogs on leads when sheep are present and TO NOTE that the Clerk has now installed these.
 - ii) TO NOTE that on 11 September 2020 the Clerk instructed Andrew Clough to go ahead with felling of the dead trees he identified in his tree survey, for a total cost of £493 plus vat. This has now been undertaken.
6. **The meeting will be adjourned for parishioners' questions and comments.**
7. TO RECEIVE City and County Councillors' reports
8. Authorisation of accounts
Chq No. 2288 – Grassmow Services (churchyards £346 and play areas £750) – total £1,096.00

Chq No. 2289 – Supply and installation of MINI SID package, posts and brackets – cheque to KCC (£7,670.16 excluding VAT) – total cheque for £9,204.19
 Chq No. 2290 – EJ Clough – tree work to tree at Brickfield Recreation ground by Sparrow Court - £624.00
 Chq No. 2291 – Prime One Maintenance – street lights CMS September 2020 £193.49
 Chq No. 2292 – Dynamix Consultancy Ltd – pay roll services July/August/September £23.40
 Chq No. 2293 – Office supplies £50.28
 Chq No. 2294 – CPRE annual subscription £36.00
 Chq No. 2295 – EJ Clough – tree works – to fell dead trees as per tree survey £591.60

Other financial matters

- o TO NOTE that since the last meeting the bank statements and bank reconciliation for July and August were posted and signed by Cllr Graham.
- o When meetings are able to be resumed in person - TO RECEIVE the bank statements and bank reconciliation for September 2020, and TO RESOLVE the signature of a councillor other than the Chairman thereon;
- o TO NOTE that on 22 August 2020 the Clerk sent the Barham Allotments Association a recharge water bill for £110.97 for water bill at Brickfield allotments.

The future of Concurrent Function Funding: Canterbury City Council is considering the future options for the concurrent functions funding budget. A written response to the Options Consultation was sent to CCC on 06 April 2020. CCC has agreed to convene a Rural Forum to discuss this further. TO RECEIVE any update.

Precept / budget for 2021-2022

TO NOTE preparation of the precept for next year is underway

Bank Balances as at 31 August 2020

Current Account	£66,612.88
Reserve Account	£36,970.62

Includes Social Fund reserve of £1,067.88; Youth Club Balance reserve of £516.00

9. Publicity & Communications including website
 - o Facebook page for Barham parish council – any verbal update
10. Highways
 - o UPDATE re possible improvements to signage to alleviate large vehicles using The Street and Church Lane – the parish council previously resolved to write a letter to KCC Cllr Northey – and to also include a list of possible roads for a reduction in speed limit to 20mph.
 - o Any other Highways matters
11. Open Spaces
 - o TO NOTE that the Clerk has chased CCC again on 21 September 2020 for provision of a new bin at the South Barham Road layby (CCC agreed to provide this at their expense in August 2019 and it is still awaited)
 - o TO NOTE that the Clerk has updated the risk assessment documents to log actions taken since April.
 - o Play area Cllr visual inspections – Cllr Graham and Cllr A Tatt to undertake this in October
 - o TO REQUEST a Cllr/Cllrs volunteer to treat and remove the moss on the safety surfacing of the four-rocker see-saw, and the multi-play toddler tower unit.
 - o TO NOTE that the Clerk has requested an up-to-date cost breakdown for the provision of a 30m cable way/Zip wire for the Brickfield Recreation ground and that the next step will be to meet the company's Area manager on site to confirm suitability etc
 - o TO NOTE that the Clerk has requested a quote for the replacement of the two swing cradle seats at the Old Valley Road play area – and TO DISCUSS this if received in time for the meeting
12. Footpaths & Rights of Way
13. Village Clubs & Societies
 - Barham Football Club:
 - i) TO NOTE the football club surveyed the trees at their ground and have applied to CCC for permission to undertake tree work (with details of proposals shared with the Clerk and Councillors).
 - ii) TO NOTE update on the regeneration of the football pitch at Brickfield recreation ground

- iii) TO NOTE parish council permission has been given for a new larger gate alongside the existing pedestrian gate on the Rabbit Hole boundary. This is for health and safety access when the pitches are being cut. It will enable the mower to safely cross the road from one pitch to the other.

14. External Organisations

15. To receive Clerk report including correspondence (Separate Appendix)

TO NOTE the Clerk attended the virtual KALC Clerk's conference on 24 September 2020

16. TO NOTE that the Clerk has undertaken a complete overhaul of the parish council website and all pages in advance of the migration to a new website provider (no date for migration is yet known). KCC as existing website host has agreed that due to COVID-19 their hosting service can be extended to Sunday 1 November 2020.

17. Any UPDATE on preparation of a Welcome Pack for residents – Cllrs Tatt and Minter

18. Planning Matters

New planning applications since the last meeting:	
12.	CA/20/01725 - Derringstone House, Derringstone Street, Barham, CT4 6QB Replacement windows from timber sash to double glazed uPVC sash windows to front elevation.
13.	CA/20/01925 – (Highways verge) Land Adjacent To, The Shrubbery, Valley Road, Barham and (Highways verge) adjacent to the Derringstone Downs play area Beech trees - Trimming of lower branches of trees, outside The Shrubbery, and Mountain Ash trees - trimming of lower branches of trees adjacent to Derringstone Downs Play area. This is an application for tree works submitted to CCC by Barham Parish Council linked to the provision of the moveable Speed Indicator Device and its relevant fixing poles. The device has to be positioned with its base at a minimum height of 2.1m, and because of that requirement, some of the low lying branches on nearby trees, for the pole locations at The Shrubbery on Valley Road and adjacent to the Derringstone Downs play area need to be trimmed, in both directions of travel for vehicles. The trimming will be from the bottom of the branches up to a height of 2.5m. Obviously the length of the cuts on each relevant obscuring branch will differ on each tree but will be less than a maximum of 2.5m as none of the branches currently is touching the ground. Work may be undertaken from 19 October 2020.
14.	CA/20/01995 - 19 Heathfield Way, Barham, Canterbury, Kent, CT4 6QH Single-storey rear extension
You can view and comment on applications online at https://www.canterbury.gov.uk/planningsearch	
Notifications:	
CA/20/01342 - Little Oak Hall, Church Lane, Barham, Canterbury, Kent, CT4 6PB Listed building consent for internal alterations including installation of a first floor ensuite bathroom - GRANTED by CCC	
CA/20/01500 - Hearts Delight Farm, Covet Lane, Kingston, Canterbury, Kent, CT4 6JU Installation of Wildlife pond – GRANTED by CCC	

Other Planning matters: New applications/Other Planning matters that arise before the meeting to be reported.

19. Councillors items

20. Proposed meeting dates for 2021:

Full Council: first Thursday of each month: No meeting in January, 04 February, 04 March, 01 April, 06 May, 03 June, 01 July, no meeting in August, 02 September, 07 October, 04 November, 02 December 2021.

F&GP meetings *if required*: Third Wednesday of each month: 20 January, 17 February, 17 March, 21 April, 19 May, 16 June, 21 July, 18 August, 15 September, 20 October, 17 November and 15 December 2021.

21. Date and time of the next virtual parish council meeting.

Future meeting dates in person are ON HOLD due to coronavirus: Virtual meetings may be convened as required.

Previously booked dates with the hall were: Full Council: in the Grabham Room in the village hall: 1 October, 5 November and 3 December 2020. **And F&GP meeting dates *should these be required*: in the committee room:** 21 October, 18 November and 16 December 2020.