



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 03 DECEMBER 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 –
please contact the Clerk for the Zoom link and password**

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.**
- **Visit the multi-agency wellbeing hub developed in response to COVID19 at www.kent.gov.uk/wellbeing**
- **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 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. TO NOTE the resignation of the Clerk on 14 November 2020 and update on recruitment processes
3. 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.
4. Vacancy on the Council: TO CONSIDER a candidate for co-option to the vacancy.
5. To agree as a correct record the Minutes of the last full parish council "virtual" meeting held **05 November 2020** (and TO NOTE that these will be signed by the Chairman by post after the meeting.)
6. Use of S101 delegation to the Clerk since the last meeting: None.
7. **The meeting will be adjourned for parishioners' questions and comments.**
8. Any update from KCC Cllr Northey re the resident's report and proposal for cycle path improvements between Kingston and Barham
9. TO RECEIVE City and County Councillors' reports
10. TO NOTE Cllr Fitter-Harding has confirmed he would be happy to be a guest speaker at the 2021 Annual Electors' Meeting assuming one may be held in person
11. TO NOTE a writeup of the key points from a Zoom meeting with Cllr Fitter-Harding and the Clerk held on 16 November 2020 (more detail on the Clerk report)
12. Authorisation of accounts
Chq No. 2309 – Grassmow Services grounds maintenance £1,096.00

Chq No. 2310 – Postage £83.24

Chq No. 2311 – Sovereign Design Play Systems Ltd – replacement of two cradle sing seats £1,019.48

Chq No. 2312 – CloudNext Ltd – hosting of new website for one year £79.99 plus vat, and purchase of new barhamparishcouncil.gov.uk domain name for two years £90 plus vat – total £203.98

Chq No. 2313 – 5 x reams of paper and black printer ink £57.64

Other financial matters

- o TO NOTE the bank statements and bank reconciliation for September and October 2020 have been scrutinised and signed by Cllr Gary Graham since the last meeting;
- o When meetings are able to be resumed in person - TO RECEIVE the bank statements and bank reconciliation for November 2020, and TO RESOLVE the signature of a councillor other than the Chairman thereon;
- o TO RESOLVE to purchase the latest edition of the Charles Arnold Baker book for the new Clerk, if necessary;

The future of Concurrent Function Funding:

There are now revised proposals that will have been presented to the CCC Community Committee on 25 November 2020. The revised proposals are to:

- i) Not make any changes for 2021-22 and fund the parish councils at the same level as 2020-21.
- ii) Undertake an Audit of the current levels of provision compared to the urban areas, and then consider funding Options for 2022-2023 in line with the average costs incurred across all parish councils for the maintenance of this provision.
- iii) Remove the £20k contingency fund.

A further email from the CCC officer was received on 16 November which explained that the outcome of the audit would enable the Council to consider parity of provision across the District and subsequently consider future funding options. This is a considerable piece of work and in order to do it properly will require a significant call on council officer resources, and the Community Committee on 25 November would be asked to support carrying out the audit during 2021, for completion during 2022. This means that all Parish Councils would receive the same CFF funding allocation for both 2021/22 and 2022/23 as per 2020/21.

Future maintenance of the Open Churchyard – The Active cemetery does not have to be maintained by the parish council but should/can become the responsibility of the PCC. The open churchyard had 6 cuts in 2020 (£1200) – TO RESOLVE to offer a £600 contribution to the Church and that the maintenance contract to be secured by the Church and be their responsibility from 01 April 2021

Precept / budget for 2021-2022: Further to an informal meeting on 18 November 2020 attended by all councillors:

- o TO RESOLVE to set the precept requirement for 2021-2022 as £40,701 (a 0% increase and the same level as last year's) and TO RESOLVE to adopt a budget as set out in a supporting document, as a forecast of where the parish council plan to spend the money.
- o TO RESOLVE a Pension gratuity to the resigning Clerk of £829.49, due for the period 01 September 2013 to 31 March 2017 not covered by KCC pension provision - at 3/80th of remuneration for that period of service – and for this to be paid when the Clerk leaves employment.
- o TO RESOLVE to progress a new self-closing gate at Brickfield Rec in the line of fencing to the newly fenced off area, to allow accessibility for disabled and pushchairs etc – with a view to the order for this being placed in April 2021.

Bank Balances as at 31 October 2020

Current Account £50,912.95

Reserve Account £36,971.25

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

13. Publicity & Communications including website

- o Facebook page for Barham parish council – any verbal update

14. Highways

- o TO NOTE a letter/report re possible improvements to signage to alleviate large vehicles using The Street and Church Lane was sent on 17 October 2020 to KCC Cllr Northey – and also included a list of possible roads for a reduction in speed limit to 20mph.
- o TO NOTE the Chairman and the Clerk attended the virtual annual Kent Highways Seminar on 19 November 2020 and TO RECEIVE the Clerk write-up of the event
- o Update on the CCC Annual Parking Review 2019 – and proposal for The Causeway & Railway Hill: Double yellow lines at the junction

- Any other Highways matters
- 15. Open Spaces
 - The Deed of Gift of the Village Green – this states that there is a permissive path 20ft wide across the back of the village green, retained by The Groombridge family after they gifted the land. The three new trees planted there last year are within this 20ft. TO RESOLVE to move the trees to the Brickfield Recreation ground – potentially within the picnic area at Brickfield Recreation Ground, zip wire positioning allowing.
 - TO NOTE that the Clerk 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). CCC has advised it is on order with other bins for various locations throughout the district.
 - TO NOTE that the Clerk has updated the risk assessment documents to log actions taken since April.
 - Play area Cllr visual inspections – TO NOTE Cllr Graham and Cllr A Tatt completed this in November.
 - UPDATE from Cllr Graham and Cllr Tatt re visual play area inspections and treatment and removal of the moss on the safety surfacing of the four-rocker see-saw, and the multi-play toddler tower unit.
 - UPDATE on 30m cable way/Zip wire for the Brickfield Recreation ground – installation is anticipated just before the Christmas break. The Clerk will meet the company's Area manager on site beforehand.
 - TO NOTE that UKPN intend to replace a UKPN pole at Brickfield Recreation ground.
 - TO NOTE the order has been placed for the replacement of the two swing cradle seats at the Old Valley Road play area

16. Footpaths & Rights of Way

17. Village Clubs & Societies including Barham Football Club

18. External Organisations

TO NOTE that the Clerk and the Chairman attended the virtual Canterbury Area meeting of the Kent Association of Local Councils on 23 November 2020. (The Clerk declares an interest in this item). TO NOTE that this area committee resolved to ask KALC to write to all Canterbury parish councils asking them to pay an additional subscription of £30 as a one-off honorarium for proper remuneration for the area committee secretary administrative support and work to this committee – and TO RESOLVE to pay the £30 to KALC when this request is received.

TO NOTE the virtual Parish Council Engagement Forum offered by CCC for 10.30am on Monday 14 December 2020 for Chairmen and Clerks and rural councillors

TO NOTE that the next 10-year Census by the ONS is due to take place on 21 March 2021.

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

20. Planning Matters

New planning applications since the last meeting:	
15.	CA/20/02133 - Breach Farm Stables, Elham Valley Road, Barham, Canterbury, Kent, CT4 6LN Change of use from mixed grazing land to exercise arena along with erection of fencing and gates Comments due on or before 4 December 2020
16.	CA/20/02486 – Greenbanks, Greenhills, Barham CT4 6LE Upgrade existing pole transformer and add an additional support pole
You can view and comment on applications online at https://www.canterbury.gov.uk/planningsearch	
Notifications:	
CA/20/01995 - 19 Heathfield Way, Barham, Canterbury, Kent, CT4 6QH Single-storey rear extension – GRANTED by CCC	
CA/20/01695 - Barham Crematorium, Canterbury Road, Barham, CT4 6QU TPO No 1 1953 - Fell multiple ash trees which are extensively infected with ash dieback and are within falling distance of the highway. There is no proposal to replant and to allow natural regeneration and for retained trees to develop as part of the proposed thinning	
CA/20/01815 - Barham Crematorium, Canterbury Road, Barham, CT4 6QU T P O No 1 1953, Fell 8 Ash trees heavily infected with Ash Dieback	

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

21. Councillors items

22. 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.

Provisional dates for Full Council: 3 December 2020. For 2021: 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.

And F&GP meeting dates *should these be required*: 16 December 2020. For 2021: 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.