

Minutes of the Barham Parish Council Meeting held on 3rd April 2025, in Barham Village Hall at 7.30pm.

Present: Parish Councillors: Carolyn Hunt (Chair), Stephen Manning (Vice-Chair), Paul Smith, John Brooks, Diane Tatt, Andreas Tatt, Deb Hart, Nuala McGill and Sean Latus. There were no members of the public present.

256. The Chair's opening remarks and apologies for absence: The Chair welcomed everyone to the meeting; no apologies required as all Parish Councillors were present. Apologies were received from KCC/CCC Cllr Mike Sole.

257. Declarations of Disclosable Pecuniary Interests, Other Significant Interests and Dispensation Requests: There were no declarations of pecuniary interest declared.

258. Minutes of the last meeting: Minutes of the meeting of the Parish Council held on 6th March 2025, were ACCEPTED as a true record of the meeting and signed by the Chair.

259. Adjournment of the meeting: As no members of the public were present, the meeting was not adjourned and Councillors continued to complete the remaining business on the agenda.

260. To receive the County and City Councillors Report: The monthly report had been circulated and published on social media.

261. Planning Matters: Members CONSIDERED the following planning applications and unanimously RESOLVED that there were no objections to any of the applications.

New Planning Applications:
Planning Application: CA/24/02197 Location: Stainton Lodge , Rectory Lane, Barham, Kent, CT4 6PD. Proposal: Single-storey detached outbuilding.
Planning Application: CA/25/00392 Location: 14 Crookenden Place, Barham, Kent, CT4 6QL. Proposal: Single-storey rear extension following demolition of existing conservatory. Comments
Planning Application: CA/25/00516 Location: Covert House, Palmstead Road, Palmstead, CT4 6EF Proposal: First floor rear extension.
Planning Application: CA/25/00509 Location: Eagles Lodge Church Lane Barham Kent CT4 6EX Proposal: Application for lawful development certificate for existing stationing of caravan for use as a dwelling.
Planning Application: CA/25/00609 Location: Ollerton Valley Road Barham Kent CT4 6NX Proposal: Non material amendment to planning permission CA/22/00837/FUL for single-storey rear extension and first floor rear extension to allow folding/sliding doors to rear elevation.

Residents can view and comment on applications online at: [Search and comment on planning applications | Canterbury City Council](#)

262. Publicity & Communications including website: Members NOTED publicity throughout March had included information relating to community events, the forthcoming KCC election, and road closures.

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Initials of the Chair:

263. Highways Update: No SID data was available this month. Councillors NOTED Cllr Mike Sole's update, which included recommendations for the next Highways Improvement Plan and proposed improvements to the bus stop at Breach. It was also NOTED that the school's wig wag lights are now back in working order, with the timing of the flashing lights managed by the school.

264. Councillors further NOTED that all suggestions for the Highways Improvement Plan are being collated by the Clerk.

To report any road issues OR resurfacing requests please report them online to KCC Highways using this link - <https://www.kent.gov.uk/roads-and-travel/report-a-problem>

265. Open Spaces: Councillors CONSIDERED and unanimously RESOLVED to apply to KCC Highways to install one new bench and concrete plinth at Fox Way. Subject to KCC approval, the Clerk to obtain three quotes for installation of all five new benches. **Action** Clerk.

266. Councillors NOTED that the Tree staking and Mulch Laying Day, held on Saturday 22nd March 2025, was a success with many Councillors and members of the public turning up to assist.

267. Councillors CONSIDERED three quotes for the high priority works as detailed in the Tree Survey and unanimously RESOLVED to appoint Kingston Tree Care. **Action:** Clerk

268. Councillors CONSIDERED and unanimously RESOLVED to increase the frequency of the visual playground inspections from every six months to every three months. Three to be undertaken by the Parish Council, and the forth by a qualified independent body, i.e. RoSPA . **Action:** Clerk

269. Councilors NOTED that a Public Consultation would be required, prior to a phased replacement of play area equipment at both Brickfields Recreation Area and Valley Road Play Area. **Action:** Clerk to add to agenda.

270. Councillors NOTED that the swing seats at Brickfield Play Area had been vandalized. **Action:** Clerk to obtain quotes for replacements.

271. Councillors NOTED that that the Valley Road Play Area needed cleaning, Clerk to investigate appropriate methods and companies. **Action:** Clerk

272. Councillors NOTED that the previous contractor had been contacted regarding the recent appearance of mole activity at the Village Green.

273. Footpaths & Rights of Way: Councillors NOTED KCC's Definitive Map Modification Order 2025. (Byway Open to All Traffic CB552 at Barham).

274. Village Clubs and Societies: There were no updates to CONSIDER.

275. External Organisations: There were no updates to CONSIDER.

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276. Community Resilience Planning: Councillors CONSIDERED to have a Community Resilience Plan and RESOLVED not to pursue a full plan, but concentrate on a Flood Plan that is relevant to Barham Parish. **Action:** Cllr Manning and Clerk.

277. Policy and Governance: Councillors CONSIDERED and APPROVED the Statement of Internal Control for the year 1st April 2025 to 31st March 2026; this was signed by the Chair and Clerk.

278. Councillors CONSIDERED the recent changes to NALC's model Financial Regulations and APPROVED the new Barham Parish Council Financial Regulations 2025, incorporating these amendments.

279. To receive the report from the Clerk and to NOTE any correspondence: The Clerk circulated her monthly report prior to the meeting.

280. Financial matters: Councillors NOTED the following payments in March 2025:

Castle water	£5.00
Kent Pension Fund	£423.18
SMS CIS & Payroll Solutions	£36.00
HMRC Cumbernauld	£301.69
Barham Village Hall	£44.00
Clerk Salary & Mileage	-
CPRE Subscription	£36.00
Chairmans Allowance	£25.75
EDF Energy	£51.00
Unity Trust Bank plc	£6.00
Vineyard Garden Centre	£36.00

The following receipts in March 2025 were NOTED:

Donation from Quinn Estates Ltd	£2,610.00
Reserve Account – Bank Interest	£403.98

281. Cllr Smith scrutinized and signed the bank reconciliations to 31st March 2025 as correct.

282. Councillors NOTED the bank account balances as at 31st March 2025: Current Account £21,680.62 Reserve Account: £64,570.04 Total: £86,250.66

283. Councillors NOTED the End of Financial Year 24/25 Summary Report and it was highlighted that the Parish remains in good financial health. It was NOTED there is an underspend on streetlighting due to outstanding invoices. Councillors NOTED that moving forward, the Clerk will provide quarterly Summary Reports to enable further oversight to the approved budget.

284. Date of next meeting. Councillors NOTED the Annual Meeting of the Parish Council will take place at 7.30pm on Thursday 1st May 2025, in the Grabham Room, Barham Village Hall.

285. Date of the Annual Parish Meeting: The Annual Meeting of the Parish will take place at 7pm on Thursday 22nd May 2025, in the Grabham Room, Barham Village Hall

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Initials of the Chair:

286. Confidential Session. The Parish Councillors CONSIDERED the information provided by the Clerk and RESOLVED the actions detailed in the confidential report.

287. Meeting closed at 9pm.

Caroline Read
Parish Clerk and Responsible Financial Officer
Barham Parish Council
clerk@barhamparishcouncil.gov.uk

Signed as a true record:
Chair, Cllr Carolyn Hunt

Date:

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Initials of the Chair: