

Minutes of the Barham Parish Council Meeting held on 5th June 2025, in Barham Village Hall at 7.30pm.

Present: Parish Councillors: Carolyn Hunt (Chair), Paul Smith, Diane Tatt, Andreas Tatt, Deb Hart, Nuala McGill and Sean Latus. There were two members of the public present.

21. Chair's opening remarks and apologies for absence. The Chair welcomed everyone to the Meeting, there were no apologies for absence.

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

23. To CONSIDER applications to co-opt a Parish Councillor. The Clerk confirmed no applications had been received.

24. Minutes of the last meeting: Minutes of the meeting of the Parish Council held on 1st May 2025, were ACCEPTED as a true record of the meeting and signed by the Chair.

25. Adjournment of the meeting: The meeting was adjourned to allow representations from the public. Representatives from Barham FC attended to discuss their request to permit installing EcoGrids at the Bear Trap as a practical parking solution, which would go some way to help alleviate parking on the road. On completion of the discussion, there were no members of the public present.

26. The meeting was reconvened to completed business on the agenda.

27. To NOTE the use of LGA 1972 s.101 delegation to the Clerk since the last meeting: Councillors NOTED that the Clerk had authorised the removal of a willow tree in the closed churchyard in accordance with Barham Parish Council's Financial Regulations, paragraph 6.9ii.

28. Planning Matters: Members CONSIDERED the following planning applications and unanimously RESOLVED that there were no objections:

New Planning Applications:
Planning Application: CA/25/00787 Location: Barham Crematorium Canterbury Road Barham Kent CT4 6QU Proposal: T.P.O no 1/1953, G1 eleven Cypress trees, one Spruce tree, fell trees located in Barham Crematorium. Comments Expiry Date: 6 June 2025
Planning Application: CA25/00809 Location: The Sportsman Derrington Hill Barham Kent CT4 6QD Proposal: T1 Conifer tree located to the side of the property - fell. Comments Expiry Date: 13 June 2025
Planning Application: CA/25/00902 Location: St Marys, Valley Road, Barham, Kent, CT4 6PL Proposal: Variation of condition 2 (drawings) of planning permission CA/24/02230 for the two-storey detached dwelling together with detached single-storey garage; to allow the repositioning of dwelling and garage, increase in dwelling footprint, roof ridge level adjusted with additional dormer to rear and obscure glazed rooflight together with replacement of kitchen bifold door with window and cladding to right hand flank of dwelling and garage along with external material changes Expiry Date: 27 Jun 25

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Initials of the Chair:

Members also CONSIDERED the following planning application:

New Planning Applications:
Planning Application: CA/25/00685 Location: Mobile Home Land South West Of Dover Road Barham Kent CT4 6SA. Proposal: Change of use of land to allow extension to traveller site to provide additional no. 3 pitches with no. 3 mobile homes with associated development for cesspits and hardstanding. Comments Expiry Date: 6 June 2025

Councillors unanimously RESOLVED to object for the following reasons:

1. The application is misleading; there is no evidence to support that this site was previously granted Traveller site status. This site was previously granted planning permission for a temporary period of 5 years. (CCC's Delegated Report to Planning Application: CA/17/02272/FUL refers).
2. As per CCC's Decision Notice to Planning Application CA/17/02272 dated 8 February 2018; Permanent use of the site in an unsuitable location would not be acceptable and would be contrary to the NPPF and the Planning Policy for Traveller sites. Barham Parish Council request that the decision made a para.1 be upheld, in that the use of the site be discontinued on or before 5 years from the date of the original planning permission.
3. As per para. 4 of the above letter; In the interests of the visual amenity of the Area of High Landscape Value and Area of Outstanding Natural Beauty , the Parish Council request that this decision be upheld: There shall be no more than one pitch on the site, and no more than two caravans, as defined in the Caravan Sites and Control of Development Act 1960 and the Caravan Sites Act 1968 (of which no more than one shall be a static caravan or mobile home) shall be stationed on the residential pitch at any time.
4. The Parish Council raises concerns that this is not a high quality design and does not align with the character of an Area of High Landscape Value and would not enhance the future appearance of the designated space, or its heritage and nature conservation interest.
5. The proposal would have an urbanising effect on the character of the area, and there would be harm in appearance from nearby roads including the A2 and layby area.

The full objection can be viewed at [Search and comment on planning applications | Canterbury City Council](#)

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

29. Parish Council Priorities: Councillors to CONSIDERED and RESOLVED its priorities for FY 25/26 to be:

1. Streetlighting .
2. Play Area Consultation.
3. Highways Improvement Plan.

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Initials of the Chair:

30. Publicity & Communications including website: Councillors CONSIDERED and RESOLVED to raise the Parish Councils profile at the Village Hall's 10th Annual Anniversary event on 19th July 2025. To include:

1. Opportunities for Co-option to the Parish Council.
2. Play Area Consultation.
3. Success Stories from the Parish Council or FY 2024/25.
4. Highlighting that the Parish Council meetings are open to the public.

Action: Cllr McGill and Cllr Smith volunteered to prepare and host the display at the event. Cllr A Tatt volunteered to assist with the design of a banner.

Members NOTED publicity throughout May had included information relating to community events and initiatives, road closures, streetlighting and advertising the Annual Parish Meeting.

31. Highways Update: No SID data was available this month.

Councillors CONSIDERED and RESOLVED to investigate installing a new bus shelter at Valley Road.
Action: Cllr Hart.

Councillors CONSIDERED and RESOLVED to undertake a review of the white/yellow road markings in the Parish. **Action:** All Cllrs.

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>

32. Open Spaces: Councillors REVIEWED the draft questionnaire for the Play Area Consultation and RESOLVED to APPROVE at the next meeting: **Action:** Cllr Hart

Councillors REVIEWED the findings from the May 2025 Visual Inspection of the Play Areas and RESOLVED to undertake the necessary maintenance and repairs, to include:

1. Repair/Remove Parallel Bars.
2. Remove Staples from trim trail.
3. Repair fence and remove barbed wire.
4. Repair wooden steps at Valley Road.

Councillors NOTED the annual RoSPA play area inspection will take place in July 2025, Cllr Hart volunteered to accompany the inspector **Action:** Clerk and Cllr Hart.

33. Footpaths & Rights of Way: Councillors NOTED that some areas of public rights of way were becoming inaccessible due to overgrown hedging. **Action:** Cllr Tatt to report to KCC PROW

34. Village Clubs and Societies: Councillors NOTED that no formal requests had been received.

35. External Organisations: Councillors CONSIDERED and RESOLVED to APPROVE the installation of eco-parking grid improvements at the Bear Trap parking area, subject to planning approval.
Action: Clerk.

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Initials of the Chair:

36. Policy and Governance. Councillors CONSIDERED and RESOLVED to ADOPT the following policies:

- Standing Orders 2025.
- Equality and Diversity Policy.
- Dignity at Work Policy.

37. Annual Governance & Accountability Return 2024/25 (AGAR) - Internal Auditor's Report.

Councillors NOTED the Internal Auditors report which is detailed on page 3 of the Annual Governance and Accountability Return (AGAR) and thanked the Clerk for her efficiency.

38. Annual Governance Statement (Section 1). Members REVIEWED the Annual Governance Statement 2024/25, and page 4 of the AGAR was signed and dated by the Chair.

39. Annual Accounting Statements (Section 2). Members REVIEWED and APPROVED the Accounting Statements 2024/25, page 5 of the AGAR was signed by the Chair.

40. Explanation of Variances and Bank Reconciliation 2024/25. Members REVIEWED and APPROVED the explanation of variances and the bank reconciliation to 31st March 2025.

41. Exercise of Public Rights. Members APPROVED the date of announcement to be Monday 9th June 2025, with the website and notice board to be updated. Members CONFIRMED the dates for the period for the exercise of public rights, as commencing on Tuesday 10th June 2025 until Monday 21st July 2025

42. Financial matters: Councillors NOTED the following payments in May 2025:

Village Hall Hire	£97.00
K.M Goddard	£234.00
Castle Water	£12.16
Envisage Groundcare	£144.00
Kent Pension Fund	£426.96
HMRC	£363.54
KALC – Cllr Training	£42.00
Grassmow Services	£940.00
KCC Highways	£1,124.00
EDF Energy	£51.00
Clerk Salary & Expenses	-
Banking Charge	£6.00

The following receipt in May 2025 was NOTED:

Precept	£47,641.00
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Cllr Smith scrutinized and signed the bank reconciliations to 31st May 2025 as correct. Councillors NOTED the bank account balances as at 31st May 2025: Current Account £61,399.08 Reserve Account: £64,570.04 Total: £125,969.12

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43. To receive the Report from the Clerk and to NOTE any correspondence. Councillors NOTED the Clerks Report, in addition the following was also NOTED:

- KCC Highways confirmed that the bus stop improvements at Breach would now be carried out. No additional funding from the Parish Council would be required.
- KCC Highways also approved the Parish Council's request to site a new bench and plinth at Fox Way, Barham.

44. Date of next meeting. Councillors NOTED the next Parish Council meeting will take place at 7.30pm on Thursday 3rd July 2025, in the Grabham Room, Barham Village Hall.

45. Confidential Session. The Parish Councillors conducted a confidential session and RESOLVED the Clerks recommendations detailed in her report .

46. Meeting closed at 9.02pm.

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

Signed as a true record:
 Chair of the Parish Council

Date:

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Initials of the Chair: