

Minutes of the Barham Parish Council Meeting held on 4th September 2025, in Barham Village Hall at 7.30pm.

Present: Parish Councillors: Paul Smith (Chair), Diane Tatt, Andreas Tatt, Deb Hart, Nuala McGill and Sean Latus. There were 26 members of the public present.

70. To elect a Chair and Vice-Chair. Cllr Smith was unanimously elected as Chair, Cllr Diane Tatt was unanimously elected as Vice-Chair, both Cllrs signed their acceptance of office.

71. Chair's opening remarks and apologies for absence. The Chair welcomed everyone to the Meeting, all Parish Councillors were present. Apologies were RECEIVED and ACCEPTED from KCC/CCC Cllr Mike Sole.

72. Declarations of Disclosable Pecuniary Interests, Other Significant Interests and Dispensation Requests: As trustees of the Village Hall, Cllr Deb Hart and Cllr Diane Tatt declared an interest in item 25. There were no other declarations of pecuniary/other interest declared.

73. To CONSIDER applications to co-opt a Parish Councillor. Mrs Karla Zeidan was co-opted to the Parish Council and signed the acceptance of office.

74. Minutes of the last meeting: Minutes of the meeting of the Parish Council held on 3rd July 2025, were ACCEPTED as a true record of the meeting and signed by the Chair.

75. Adjournment of the meeting: The meeting was adjourned to allow representations from the public which included:

- Complaints about the excessive noise and licensing hours of the Duke of Cumberland Public House, residents were advised to submit their evidence to Canterbury City Council (CCC) for investigation. The Parish Council advised that they would also submit residents' concerns to CCC.
- Residents raised their concerns about the recent activity on land opposite The Shrubbery. Residents were advised that CCC Enforcement Officers had recently visited the site, but residents were advised to submit their individual planning concerns to CCCC. The Parish Council advised residents that they would engage with CCC Planning Enforcement department and update residents as necessary.
- A resident complained about the grass cutting at the church yard and was advised to contact the church with her concerns.

76. The meeting was reconvened to complete business items on the agenda. One resident remained.

77. To RECEIVE the County and City Councillors Report. The report was circulated and published prior to the meeting.

78. To RECEIVE the Community Wardens Report. The report was circulated and published prior to the meeting.

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Initials of the Chair:

79. To NOTE the use of LGA 1972 s.101 delegation to the Clerk since the last meeting: Councillors NOTED the following use of s.101 delegation:

No objection to the following Planning Applications:
Planning Application: CA/25/01125 Location: Aviemore, Rectory Lane Barham, CT4 6PE Proposal: Application for lawful development certificate for proposed single storey rear extension following the demolition of existing conservatory.
Planning Application: CA/25/01166 Location: Old Dairy House, Rectory Lane, Barham, CT4 6PD Proposal: T1) Cherry Tree - Fell located to side boundary.
Planning Application: CA/25/01242 Location: The Dolls House , Elham Valley Road, Barham, CT4 6LN Proposal: Retrospective erection of single-storey detached garage together with pergola and solar panels.
Planning Application: CA/25/01405 Location: Coppins, Out Elmstead Lane, Barham, CT4 6PG Proposal: Removal of dead cherry tree from front of property

The Clerk also confirmed expenditure of £55.00 for repairs to Valley Road Play area as highlighted in the RoSPA report.

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

New Planning Applications:
Planning Application: CA/25/01538 Location: Aviemore, Rectory Lane, Barham, CT4 6PE Proposal: Single-storey rear extension following demolition of existing conservatory. Comments Expiry Date: 3 rd October 2025

There were no other new planning applications to consider.

81. Other Planning Matters: In addition to the residents' concerns raised during public participation, Councillors NOTED the recent activity at the land opposite The Shrubbery, including the update from Cllr Mike Sole. Councillors unanimously AGREED to engage with the Enforcement Officers for updates.

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

82. Publicity & Communications including website: Councillors NOTED publicity throughout July and August had included information relating to community initiatives, and advertising the Councillor vacancies.

83. Highways Update: No SID data was available this month but members NOTED 22 vehicles had been reported to Kent Police as a result of the recent Speedwatch.

Councillors CONSIDERED and unanimously RESOLVED to purchase a replacement speed watch charger (£60.00). **Action:** Cllr A Tatt.

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Initials of the Chair:

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>

84. Footpaths & Rights of Way: Councillors NOTED that the broken stile at public footpath CB244 had been reported again to KCC for repair.

85. Streetlighting: Councillors NOTED the Structural and Electrical Reports and unanimously RESOLVED to request a quote for the repairs within Category 1 to 3. **Action:** Clerk

86. Church Wall. Councillors viewed the video of the church wall and NOTED the material state. Councillors AGREED to CONSIDER this along with other budget priorities when setting the budget for FY 2026/27 and beyond.

87. Open Spaces – Play Areas: Councillors NOTED the responses from the Play Area Consultation and AGREED that residents be given a further opportunity to comment. **Action:** Cllr Hart.

Councillors NOTED the findings from the RoSPA inspection and RESOLVED to undertake remedial actions as necessary. **Action:** Clerk

Councillors CONSIDERED and unanimously RESOLVED to undertake the next quarterly visual inspection of the Play Areas prior to 8th October 2025. **Action:** Cllr A Tatt and Cllr Smith.

Councillors CONSIDERED and unanimously RESOLVED to obtain three quotes for installation of additional fencing at Brickfield Play Area.

88. Opens Spaces - Trees: Councillors NOTED that tree T9 was yet to be reinspected. **Action:** Clerk.

Councillors CONSIDERED and unanimously RESOLVED to replace the dead cherry tree at the Village Green with a donated oak tree. **Action:** Clerk

Councillors NOTED the update of the willow tree at the churchyard and AGREED to engage with the Church regarding a replacement as required. **Action:** Clerk

89. Open Spaces – Other: Councillors CONSIDERED and RESOLVED that the date of the next Community Litter Pick would be 10am to 12pm on Saturday 11th October 2025. **Action:** Cllr McGill.

Councillors CONSIDERED and unanimously RESOLVED to obtain three quotes for the renewal of the grass cutting contract. **Action:** Clerk

90. Village Clubs and Societies: There were no updates.

91. External Organisations: There were no updates.

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Initials of the Chair:

92. Financial matters: Councillors NOTED the removal of previous Councillors from the Banking Mandate.

Councillors CONSIDERED and unanimously RESOLVED to add Cllr Zeidan to the Banking Mandate.

Action: Clerk

Councillors NOTED the following payments in July 2025 (£4,310.02):

Kent Pension Fund	£430.21	Grass Cutting – Envisage	£72.00
HMRC	£367.55	Grass Cutting – Envisage	£72.00
Clerk Salary – July 2025	-	Grass Cutting – Envisage	£54.00
Clerk Milage	£83.20	C. Punyer	£55.00
Sutcliffe Play (Swing seats)	£196.80	Castle Water	£156.37
Bench Plinths	£650.00	JRB Enterprise	£66.66
Village Hall Hire	£22.00	RoSPA Inspection	£201.60
EDF Streetlighting	£887.64	EDF	£51.00
Bank Charges	£6.00		

Councillors NOTED the following payments in August 2025 (£4,113.54):

Kent Pension Fund	£492.04	Castle Water	£48.45
HMRC	£446.73	EDF	£51.00
Clerk Salary – August 2025	-	Clerk – Training Course	£12.00
Clerk Milage	£31.20	Bank Charges	£6.00
Streetlighting Survey	£1,960.99		

Councillors NOTED there were no receipts in July or August 2025.

Prior to his election at Chair, Cllr Smith scrutinized the bank reconciliations online to 31st August 2025 and confirmed as correct. Councillors AGREED to nominate a Councillor at the next meeting to sign the reconciliation. **Action:** Clerk.

Councillors NOTED the bank account balances as at 31st August 2025: Current Account £55,036.20 Reserve Account: £64,947.73 Total: £119,983.93

Councillors NOTED the direct debit instruction had been submitted for Employer's PAYE.

Councillors NOTED the ongoing insurance claim for damage to posts at Brickfields Recreation Area and resolved to carry out the works, whilst waiting claim resolution. **Action:** Clerk

Councillors NOTED the renewal quote for annual insurance from Zurich Municipal insurance company had increased to £1,566.73, an increase of £95.23, as a result of purchasing new assets for the Parish in the past 12 months, including benches, noticeboards, swing seats, etc.

Councillors NOTED CCC's Capital Grant window for applications would be open for applications until 28th October 2025, for projects April 2026 to 2027.

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Initials of the Chair:

Councillors NOTED the Local Government Services Pay Agreement 2025, and the increase to the Clerk's salary had been back dated to 1st April 2025.

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

- Councillors NOTED that the External Auditors certificate and the Conclusion of Audit for FY 2024/25 had been published on the website, noticeboard and circulated to Councillors.

94. Date of next meeting. Councillors RESOLVED that the next Parish Council meeting will take place at 7.30pm on Thursday 2nd October 2025, in the Grabham Room, Barham Village Hall.

95. Standing Orders: In accordance with Standing Orders, which state that meetings shall not exceed two hours without a resolution to continue, Councillors noted that the scheduled business had not yet been completed as the meeting approached the two-hour mark. It was therefore AGREED to continue the meeting beyond two hours in order to complete the agenda.

96. Public Works Loan Board (PWLB) Outstanding Balance. Cllr Hart and Cllr Tatt were not present for this agenda item. Despite the Clerk's advice, Councillors unanimously RESOLVED not to hold the agenda item in a confidential session. Councillors CONSIDERED and RESOLVED to request a meeting with the Village Hall Committee to discuss the outstanding balance.

97. Meeting closed at 21.43pm.

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: