

Minutes of the Barham Parish Council Meeting held on 2nd October 2025, in Barham Village Hall at 7.30pm.

Present: Parish Councillors: Paul Smith (Chair), Deb Hart, Sean Latus and Karla Zeidan. Cllr Mike Sole and Community Wardens Roger Lithgow and Keeley Taylor were also present, plus five members of the public.

98. Chair's opening remarks and apologies for absence. The Chair welcomed everyone to the Meeting. Apologies were RECEIVED and ACCEPTED from Cllr Andreas Tatt and Cllr Nuala McGill.

99. Declarations of Disclosable Pecuniary Interests, Other Significant Interests and Dispensation Requests: There were no declarations of pecuniary/other interest declared relating to items on the agenda.

100. To CONSIDER applications to co-opt a Parish Councillor. Mrs Christine Hudson was co-opted to the Parish Council and signed the acceptance of office, witnessed by the Clerk.

101. To elect a Vice-Chair. Cllr Sean Latus was unanimously elected as Vice-Chair and signed his acceptance of office, witnessed by the Clerk.

102. Minutes of the last meeting: Minutes of the meeting of the Parish Council held on 4th September 2025, were unanimously ACCEPTED as a true record of the meeting and signed by the Chair.

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

- Concerns about planning application CA/25/01473, the resident was advised to report this to the Planning Authority Canterbury City Council.

104. The meeting remained adjourned whilst Councillors discussed planning application CA/25/01473 and RESOLVED to object based on visual impact, planning history, and setting of a precedent (see Item 109 below).

105. The meeting was reconvened to complete business items on the agenda.

106. To RECEIVE the County and City Councillors Report. The report was circulated and published prior to the meeting. Cllr Sole also provided an update on Local Government Reorganisation (LGR).

107. To RECEIVE the Community Wardens Report. The report was circulated and published prior to the meeting. Both Wardens provided an update of the recent work they had been undertaking in the Parish.

108. To NOTE the use of LGA 1972 s.101 delegation to the Clerk since the last meeting: None

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Initials of the Chair:

109. Planning Matters: Members CONSIDERED the following planning application and unanimously RESOLVED to make object as detailed at agenda item 103:

New Planning Applications:
Planning Application: CA/25/01473 Location: Derringstone Hill Farm , Derringstone Hill, Barham, CT4 6QD Proposal: Change of use land for the stationing of a caravan for residential use. Expiry Date: 10 th October 2025

There were no other new planning applications to consider.

110. Other Planning Matters: Councillors NOTED the updates to the New Local Plan - Focused Consultation 2025:

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

111. Publicity & Communications including website: Councillors NOTED publicity throughout September had included information relating to community initiatives, the Play Area Consultation, the litter pick and advertising the Councillor vacancies.

112. Highways Update: No SID data was available this month. Councillors NOTED the update to the 20mph scheme and KCCs re-issue of the deposit documents for Amendment 17, and that his consultation would conclude on 20th October 2025.

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>

113. Footpaths & Rights of Way: Councillors NOTED that the broken stile at public footpath CB244 had been reported for a third time to KCC for repair, who have confirmed this will be allocated for inspection/repair in due course.

114. Streetlighting: As the quote for repairs to the streetlighting had not yet received, Councillors deferred this item to the next meeting. **Action:** Clerk to hasten.

115. Open Spaces – Play Areas: Councillors NOTED the swing seat at Brickfield was again in a poor material state, damage likely intentional. Councillors RESOLVED to replace.

Councillors NOTED that a second quotation had been received for the repairs at Valley Road Play Area. Cllr Hart AGREED to meet with the contractor to confirm and finalise the scope of additional works required before the remedial works commence. Councillors further ACKNOWLEDGED that, given the length of time taken to obtain two quotations, it was appropriate to now proceed with the works. **Action:** Cllr Hart

Councillors highlighted that the hedging at Brickfields was due its 6 monthly cut. **Action:** Clerk to contact the contractor.

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116. Opens Spaces - Trees: As the quote for tree T9 reinspection had not been received, Councillors deferred this item to the next meeting. **Action:** Clerk.

117. Village Clubs and Societies: Councillors NOTED that a new electronic information board had been installed at the Village Hall and the Parish Council were encouraged to utilise.

118. External Organisations: Councillors NOTED that Roma Homes had committed to having a meeting with Councillors to discuss the new development. **Action:** Clerk to arrange.

119. Financial matters: Councillors NOTED that the External audit of accounts for the year ended 31 March 2025, had concluded and the statement of accounts had been published. The Annual Governance and Accountability Return (AGAR) remains available for inspection by any elector from the Parish of Barham, on application to the Clerk.

Councillors NOTED the recent updates to the Banking Mandate. Currently Councillors Paul Smith, Andreas Tatt, Sean Latus and Karla Zeidan are authorised to approve payments of invoices. All previous Councillors had been removed. Councillors DEFERRED adding a further Councillor to the Banking Mandate until the next meeting.

Councillors NOTED the following payments in September 2025:

Kent Pension Fund	£439.87	Grass Cutting – Envisage	£144.00
HMRC	DD set up	Grass Cutting – Envisage	£54.00
Clerk Salary – July 2025	-	Grass Cutting – Grassmow	£940.00
Clerk Milage	£25.20	Payroll Provider	£36.00
Mole Catcher	£120.00	Castle Water	£156.37
Grass Cutting – Envisage	£54.00	Grass Cutting – Grassmow	£940.00
Village Hall Hire	£44.00	RoSPA Inspection	£60.00
EDF Streetlighting	£627.55	EDF	£51.00
Bank Charges	£6.00		

Councillors NOTED the following receipts in September 2025:

Bank Interest	£368.33
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Due to a technical difficulty the bank reconciliations to 30 September 2025, could not be completed at the meeting. Cllr Zeidan AGREED to undertake this task prior to the next meeting. **Action:** Cllr Zeidan and Clerk.

Councillors NOTED the bank account balances as at 30th September 2025: Current Account £50,382.27 Reserve Account: £65,316.06 Total: £115,698.33

Councillors CONSIDERED and unanimously RESOLVED not to apply for a Capital Grant from CCC, but would consider submitting a bid in the next round.

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120. 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:

- The arrangements for the litter pick on Saturday 11th October were in place with Cllr Nuala McGill taking the lead.

121. Date of next meeting. Councillors RESOLVED that the next Parish Council meeting will take place at 7.30pm on Thursday 6th November 2025, in the Grabham Room, Barham Village Hall.

122. Meeting closed at 8.44pm.

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: