

BARHAM PARISH COUNCIL
PARISH COUNCIL MEETING - HELD THURSDAY 04 FEBRUARY 2016

Present:

Parish Councillors David Wood (Chairman), David Tamsitt (Vice Chairman), Stephanie Hollowday, John Brooks, Lily Matthews, Sarah Goulden, Liz Minter, Ernie Mullett; Jim Risby; Canterbury City Councillor Simon Cook, 3 x residents, and Clerk to the Council, Amanda Sparkes.

1. The Chairman's opening remarks and apologies for absence.
Cllr Wood welcomed everyone to the meeting. Apologies for absence were received and accepted from PCSO Lisa Williams and Kent County Councillor Michael Northey
2. Declarations of Interests – There were no declarations of interest.
3. Minutes of the last meeting – The Minutes of the last meeting held on 03 December 2015 were approved and accepted as a true record of the meeting, and the Chairman duly signed them.
4. Adjournment for parishioners' questions and comments. A resident spoke about school traffic parking and ruining the grass verges in Valley Road. The Chairman confirmed the problem has been previously acknowledged and the parish council had talked about extending the line of bollards, but resolved not to, as parking would just be displaced. Also, as the village green has village green status there would be no parking allowed on it. The resident said he had spoken to Keith Groombridge, and that if the parish council contact him he might allow parking on his land at the end of the village green. There is a roadway over the river on to the land but the bridge may not be strong enough for all vehicles. The Clerk was asked to speak to highways about it and copy KCC Cllr Northey into the email.
Cllr Minter commented that there is a query too over what consideration Mr Groombridge would expect in return. Cllr Tamsitt commented that if Mr Groombridge gave some land the parish council could have a whole strategy for it. Cllr Wood, Cllr Tamsitt and Cllr Mullett agreed to speak to Mr Groombridge.

Cllr Hollowday commented that there is enough parking, it is just inconsiderate parking by the same drivers each day. Cllr Minter commented that perhaps an actual layby could be created as the verge is very wide and one could be accommodated. Cllr Goulden felt this should be investigated further – this could be useful parking for the village not just the school. Some parents do park at the village hall and walk, but more could be encouraged to do so. Cllr Wood and Cllr Hollowday agreed to talk to the primary school headmistress. Cllr Hollowday also offered to speak to Jackie Connolly, the Chair of Governors. Cllr Wood said he would also ask the PCSO to do more school run patrols.

Cllr Hollowday suggested that instead of bollards flower tubs could be put on the verges instead. These could be moved elsewhere if they displaced parking and made a problem worse elsewhere – and of course look nicer than bollards. The Clerk will make enquiries with Highways.

Also the old Valley Road that runs along the Manor House boundary is very messy and muddy, so parents are not parking there currently. The Clerk was asked that this be put on to the highways schedule to clear up.

Another resident spoke about the road that runs down from Mr Clough's farm. He said that Mr Clough deceased had said he would be happy for a divert channel about 50cm wide to be dug out to create a drainage system, assuming that he owned the land (it could be highways). The Chairman agreed to speak to the resident outside of the meeting and investigate.

Another resident commented that the road from South Barham Farm to Cuvert Wood, has suffered since the Forestry Commission work to remove logs – large timber lorries have dropped a lot of soil on the road and created lots of potholes.

Another resident asked if there could be a further sign further back in Church Lane to tell lorry drivers (over 7.5 tonnes) not to use the road. The Clerk and Chairman will investigate.

5. Matters arising

At the last meeting a volunteer 4x4 scheme was suggested and the Clerk was asked to check with the parish council's insurance company. Zurich confirmed that they can provide Public Liability cover for the Snow 4x4 scheme but the volunteer drivers' own private motor insurance must provide the road risks public liability/third party passenger liability for the required vehicle use. The vehicle use in regards to any accepting of voluntary monetary contributions/transporting the elderly to various appointments must be declared to the Motor Insurers and cover must be confirmed accordingly. Also all Volunteers should be provided with any appropriate training/equipment.

With this complication the scheme is not worth pursuing at this time.

6. Listed Bridge at Railway Hill

CCC and the Environment Agency's modelling work is still awaited.

Cllr Minter commented that a simple solution to the river flow at the bridge could be to dig down deeper, by the side of The Causeway, between the bridge and a metal gulley – this would allow more depth for flow. This can't be investigated at the moment though as the river is flowing currently.

7. PCSO report – PCSO Lisa Williams had sent her report prior to the meeting, for the period 23/01/16 to 03/02/16.

There are (4) crime reports for Barham Downs area, (1) is for Barham – of Theft In Dwelling Other Than Auto Machine Or Meter. Money bag containing cash stolen from a property. A crime report was taken, investigated and filed as undetected due to limited evidence.

There were (9) police related incidents for Barham Downs area. Below are some calls for Barham:

- Information Call, broken down vehicle.
- Firearms concern, Elham Valley 15 people in lay-by with shotguns/dogs, possibly an organised shoot? Patrol attended area search no trace.
- Sudden Death Barham Nursing Home.
- Threats- Hate Crime. Crime report taken for investigation.
- Broken Down Vehicle, Railway Hill. PCSO Williams assisted the driver of the vehicle, in moving the obstruction from the road.
- Abandoned Vehicle report of Red Jeep, Elham. Enquiries made with the registered owner.
- Suspicious Event, heard somebody in the house, possible burglary in progress. Patrol attended, search of the house with no sign of a break-in or anything missing.

8. Kent County Cllr report

KCC Cllr Michael Northey had sent a report to the meeting as follows:

"I am working on the requested weight restriction on Gravel castle road but can't offer much hope at the present. Money is severely restricted, and it took me around seven years to get a similar restriction for Nargate Street, Littlebourne. That cost around £6,400 this year, 2015/16, and had to come from my Member's Grant Fund. I had around £45,000 per annum available two years ago, this year it was £25,000 and for 2016/17 it will go down to £20,000. Highways has no money for this proposal as it comes a long way down the hierarchy of need.

One excellent piece of news is that we seemed to have solved the problem of drainage at the bottom of Green Hills, near the school. I got the relevant officer to come out on site where we met a number of local people. He has examined the area and found an extra drain, and cleared the lot: these drains are now on the hot spot list, so there should be a real reduction in the build-up of any water there.

KCC sets its Budget next Thursday, 11 Feb. We have had colossal reductions in government grant and coupled with rising prices and rise in demand KCC has had to make savings of nearly half a billion (around £488,000) over the past five years, and this is a tough budget. The proposed council tax rise is just under four per cent."

9. City Cllr report

City councillor and Leader of Canterbury City Council Cllr Simon Cook commented that parking is an issue at Bridge primary school also. Parking enforcement regard it as a low priority as some other schools have known danger. The Community Safety Partnership have materials for schools, such as A boards, leaflets in school bags, and 'parking tickets' from children. Cllr Cook offered to find out more from council officers Lacy Dixon and Dog Rattrey.

Cllr Cook advised he is trying to get the sweeping done regularly and mentioned too a drain by the school that had been tarmacked over and now to be cleared.

Cllr Cook explained that at the recent Rural Area and Advisory Committee the Members resolved that the £4,500 left in the opportunities pot be divided between any parish councils who are running an event to celebrate the Queen's 90th birthday, and who submit an application by 29 February 2016 to get a share of this. Cllr Cook also advised that Serco will give out information re litter picks being held in March under the 'clean for the queen' initiative.

Cllr Cook advised he had investigated with CCC the Chairman's request to see if CCC would sell the Jubilee Meadow (old dump field) to the parish council. CCC would not like to sell it although there are no immediate plans for it and CCC are happy for the parish council to rent it each year.

Cllr Cook explained that there was to be a Community Governance Review this year, looking at all parish councils and whether there should be a town council for Whitstable or Herne Bay, or merging/changing of any boundaries could be a possibility too.

Cllr Cook commented that flytipping is getting to be more and more of a problem in some regular places. He explained he has asked enforcement if they can put in infra-red camera at known 'hot-spots'. CCC are also starting conversations with the Crown Prosecution Service and the magistrates' court to penalise offenders.

Cllr Cook mentioned a licence application for Music Festival to be held at Kingston for up to 2,000 people. There are concerns about health and safety and highways amongst others. The Clerk has already lodged an objection from Barham Parish Council to the licensing department.

10. Finance – The cheques were authorised and signed and the bank reconciliation and bank statements signed by Cllr Tamsitt this month.

Other financial matters

NOTED a £5 increase to the Social Fund for the sale of a mug

NOTED that a payment of £2,791.04 was taken by direct debit on 31 December 2015 as a payment scheduled for the repayment of the Public Works Loan

NOTED the annual wayleave payment for Derrington from South Eastern Power Networks plc of £13.89.

RECEIVED an end of Quarter 3 report of spend against budget headings (to 31 December 2015)

NOTED confirmation from CCC of the precept for 2016-2017, totalling £34,312 (made up of grant of £1,227.44 and £33,084.56 precept). There is an increase from last year's Band D figure of £51.96 to £63.08 this year – an increase of £11.12.

NOTED that the Government confirmed on 18 January 2016 that the 'referendum principles' which can trigger a referendum if there is an 'excessive' rise in council tax or precept (in England) will not apply to local (town and parish) councils setting their precept for 2016/17.

Concurrent Function Review - NOTED the recommendations from the review were reported to the RAAC committee who approved these on 25 January – the report can be found at: <http://democracy.canterbury.gov.uk/ieListDocuments.aspx?CId=648&MId=10576&Ver=4>

CCC capital grant - NOTED that on 11 December 2015, the Clerk completed the CIFT application form to CCC for 2016-2017, for Phase 3 of the streetlight column upgrade programme. This sought a grant of £2,940, with a match funding requirement of 51% totalling £3,060.

11. A Village Survey

The parish council wish to undertake a survey for all households to gather and analyse responses to form a steer for the parish council for the next five years. The Clerk will set a meeting date based on everyone on the working group's availability.

12. Street lighting - The Clerk explained that some of the lanterns have now been replaced in the phase II upgrade programme. Councillors advised that many residents had commented on them positively.

One resident has complained about a replacement LED light shining in their bedroom since the change. The Clerk obtained a quote for a guard to shield this for £413.75. The councillors discussed this and felt that this was a lot of money and that it could set a precedent. The council resolved not to pay for this in full at this time. The Clerk was asked to write to the resident to ask if they would matchfund.

The Clerk had sourced an alternative contractor for streetlighting and sought positive recommendations from other parish councils. Prime One Maintenance is a lighting company that has the MOD contract for the UK, based in Sittingbourne and often in the local area. They offer a choice of services – a fixed maintenance contract per column at £3.92 per unit per month plus VAT, or an adhoc service, at £40 plus the costs of all materials for one-off repairs. Both services are undertaken within 5-7 working days regardless of the number of faults reported.

The Clerk explained that there is no budget provision for a fixed contract per unit in 2016-2017. All the parish councillors resolved to trial Prime One Maintenance with future repairs needed, and also consider them for Phase 3 upgrade programme in 2016-2017 should the CCC capital grant be successful.

13. Highways

Request to KCC that a restriction on larger vehicles be imposed on Gravel Castle Road

There is an ongoing and worsening problem of big TIR lorries using the one-way system that operates in Barham around Gravel Castle Road and Rabbit Hole. The road is just too narrow for them. There are issues of the lorries damaging the road, knocking wing mirrors off parked cars and other damage to vehicles and property, and there is the safety of pedestrians to consider too as there are no pavements.

The Clerk emailed KCC Cllr Northey on 6 January 2016 asking if it would be possible for a restriction on larger vehicles to be imposed. His report above gives an update on this request.

Slip roads around the A2

The Parish Council wished to record the general concern about all the slip roads on the A2 being used by TIR lorries for parking. Cllr Minter commented that there will be a lorry park off the A20 in the future, which should eventually ease the problem.

14. Open Spaces

Kissing gate to replace the stile at the bottom of Brickfield Road recreation ground

Cllr Mullett also kindly contacted someone to deliver and install a new kissing gate to improve accessibility at this point. This is now installed. Some residents have given thanks.

Sandbag store – Bridge

The Clerk contacted the Clerk to Bridge Parish Council about their sand bag provision and learned the following:

Bridge has four large containers with sandbags in them - 3 are located in the grounds of the Plough and Harrow public house and one is located in the car park of the Red Lion public house. The publican at the Plough and Harrow has keys for them if a Cllr would like to look inside. They were purchased in Spring 2015 which is before the current Clerk was appointed so no further details on supplier are known. The new Clerk believes the storage boxes were provided for the village by Canterbury City Council for no charge. (Ted Edwards at CCC was the contact but he has since retired.) Each storage box holds 100 sandbags.

City Councillor Simon Cook kindly agreed to ask the CCC engineer about the history of these salt bins and let the Clerk know.

Litter Pick 5 March 2016

NOTED the community litter pick for the village on 5 March 2016 - Saturday 5 March 2016. The Grabham Room is booked from 10.45 to 2pm to give volunteers tea and coffee and biscuits etc.

NOTED that the Clerk has booked the litter pick pack and equipment from CCC for this date and supplied a map of the area to be covered, and completed the registration form and risk assessment documents required.

NOTED that a list of attendees on the day must be completed and returned to CCC with a feedback form to ensure compliance with CCC's insurance procedures.

NOTED that Cllr Wood has advertised the event and asked for village volunteers in the magazine. Cllr Hollowday has designed a poster and the Clerk will give the Chairman some to laminate.

Phone box outside Bell Cottage

Cllr Mullett has agreed to kindly obtain a quotation from a local firm to move and refurbish the phone box outside Bell Cottage. Cllr Goulden proposed that it be used as a book exchange. Cllr Wood commented that a book exchange already runs in the Grabham Room at the village hall.

An arboriculture survey to be undertaken

Cllrs have previously resolved to commission an arboriculture survey to be undertaken of all the trees on parish council owned land in the parish – this would be for all the trees within these areas. The Clerk prepared an information map with maps and conservation areas highlighted, and sought two quotations. The parish council considered both of these and resolved unanimously to offer the contract to the lower, local quotation from Mr Clough. The Clerk will progress this.

New Allotment provision at Brickfield Recreation Ground

The allotments soil analysis samples results are still awaited. The Chairman explained that the allotment holders had had some concerns about any impact from the old brick work works but all the historical maps show the works on the other side of the site proposed. The Clerk has obtained some very useful information from the Meopham allotments group and is trying to find the same information out from a Lydd group. Cllr Tamsitt and the Clerk have set a meeting for 10 February 2016 to go through everything.

PROWS

Cllr Minter advised there has been no progress from any of the other farmers changing stiles to gates. Some stiles are very rickety now. Cllr Minter agreed to give locations and landowners contact details to the Clerk and the Clerk will write to them.

17. Clerk report

The new electoral arrangements for KCC

RECEIVED the published Final Recommendation on the new electoral arrangements for Kent County Council.

Christmas trees and Christmas lights

RECORDED thanks to Cllr Mullett for arranging the removal of the Christmas trees and to Cllr Matthews and her sister for the removal of the Christmas tree lights.

Invitation to the Lord Lieutenant's annual civic service

CONSIDERED a letter inviting the Chairman or another councillor and his/her guest to attend the Lord Lieutenant's annual civic service. This is to be at the All Saints Church in Maidstone on 15 March 2016 at 11am. Light refreshments will be available afterwards.

CCC training on Code of Conduct

CCC is offering training on Code of Conduct issues to parish councillors. Failing to comply with certain parts of the Code of Conduct is a criminal offence. The monitoring officer at Canterbury City Council receives and considers complaints alleging that a parish councillor has breached their Code of Conduct. She is offering sessions to advise councillors on the practicality of complying with the Code while carrying out the councillor role. Cllrs are booked to attend the following sessions:

- At the Guildhall, Canterbury. 5.30pm-6.30pm on 14 March – Cllr David Tamsitt, Cllr Jim Risby, and Cllr David Wood.
- At the Guildhall, Canterbury. 5.30pm-6.30pm on 24 March - Cllr John Brooks
- In the Boardroom, CCC offices, between 10am – 11am on 16 March – Cllr Stephanie Hollowday, Cllr Sarah Goulden, Cllr Lily Matthews and Cllr Liz Minter.

Consultation on proposed changes to the National Planning Policy Framework

The Department for Communities and Local Government (DCLG) issued a consultation on proposed changes to the National Planning Policy Framework (see <https://www.gov.uk/government/consultations/national-planning-policy-consultation-on-proposed-changes>). The consultation proposed changes in the following areas:

- broadening the definition of affordable housing, to expand the range of low cost housing opportunities for those aspiring to own their new home
- increasing residential density around commuter hubs, to make more efficient use of land in suitable locations
- supporting sustainable new settlements, development on brownfield land and small sites, and delivery of housing allocated in plans
- supporting delivery of starter homes

Public meetings on transport improvements for the district.

CCC is consulting on three important initiatives projects. Two public meetings, chaired by council leader Cllr Simon Cook, were held in Canterbury and Whitstable on 21 and 22 January 2016, where residents were invited to hear more about the council's proposals to develop and modernise parking across the district and to make improvements to pedestrian areas in Canterbury. The package of measures proposed includes greater use of technology to make car parks ticketless, the decking of Station Road West carpark, an extra 200 spaces at Wincheap park and ride and the refurbishment of key shopping areas. More about the proposals at <https://www.canterbury.gov.uk/parking-travel-roads/city-centre-transformation/>

18. External organisations

Reverend Hardy is retiring from Barham Church on 17 June 2016.

Youth Club equipment held at the hall

Some equipment is still stored at the village hall under the stage. There is no room for this to be stored at the Church, although this could be useful for the children and young people who visit the Church.

KALC

Cllr Wood and Cllr Mullett attended the recent Kent Association of Local Councils meeting. Cllr Wood explained that he had objected to the fact that a parish council must send a representative to the development management meeting if objecting to a planning application.

19. Queen Elizabeth's 90th Birthday event

The principle to hold an event in 2016 was agreeable to all and the Clerk will do the application to CCC to apply for a share of the Members' funding. Sunday 12 June 2016 was available for booking the hall (the Saturday is not). Activities could include a birthday tea party, possibly a bouncy castle, children's and other activities, entertainment and music. Cllr Wood will ask in the village magazine for volunteers to help with the event and on the day and will let Reverend Stephen Hardy know about the event too. Cllr Matthews explained that Crookenden Place residents are also planning a tea on Sunday 12 June.

20. Planning applications

New planning applications:
○ CA/15/02642/LB - Broome Park Hotel, Canterbury Road Proposed leadwork weathering/cladding to parapets and gables; proposed additional fixed ladders to various roof pitches to aid access for maintenance; general repairs to tiled and lead flat roof areas. ○ CA/15/02665/FUL – Unit 13a, Barham Business Park, Elham Valley Road Single-storey industrial unit ○ CA/15/02707/FUL – Fernleigh, Derringstone Hill Two-storey extension to rear ○ CA/15/02730/FUL - Leaways, Railway Hill Proposed rear extension and new pitched roof over existing detached house, together with various internal and external alterations ○ CA/16/00014/TPO – Millers Cottage, Valley Road Removal of Ash Tree subject to TPO No 6 1994 ○ CA/16/00087/FUL – Helios House, The Street Proposed two storey dwelling ○ CA/16/0153/FUL - Satuna, Railway Hill, Barham, CT4 6PZ Demolition of existing conservatory and erection of single-storey rear extension, replacement front porch, rear garage extension, replacement windows and internal alterations
Notifications
CA/15/02233/LB and CA/15/02244/FUL – Barham House, The Street, Barham - Proposed rear extension, reconstruction of existing side and rear extension and internal alterations WITHDRAWN CA/15/02312/FUL – Helios House, The Street, Barham Proposed rear extension, replacement terrace with associated alterations and single-storey car port and store. GRANTED by CCC. CA/15/02501/LB – Elmstone Court nursing home, Out Elmstead Lane Proposed paint removal and re-painting GRANTED by CCC
Enforcement
Alleged Breach: Unauthorised access formed from field onto a classified road including the removal of hedgerow. Town and Country Planning Act 1990 (as amended) Gravel Castle Road, Barham, CT4 6LG - TO NOTE that an Appeal has been made to the Planning Inspectorate against the city council's Enforcement Notice, to be dealt with by way of written representations from both the Council and the Appellant to the Planning Inspectorate, who will appoint an Inspector who will visit the site and determine the Appeal. The enforcement team have advised they attended the planning inspector's site visit on the 24th November 2015. Although they did not provide a date as to when a decision will be made, apparently it is normally expected within 6-7 weeks of the site visit. City Cllr Simon Cook confirmed on 4 February 2016 that he had made enquiries and there is still no update.
Appeal Reference: W/15/3139522 (CA/15/01745/FUL) - Land adjacent to 22B The Grove Letter dated 19 January 2016 advises that an appeal has been lodged with the Secretary of State regarding the change of use from agricultural field to garden. The appeal is to be decided following the consideration of written statement from both parties and a site visit by an Inspector. Details of the appellant's grounds of appeal and Canterbury City Council's statement of case will

Other Planning matters

RECEIVED the Clerk's report of the meeting of the Rural Area Advisory Committee meeting held on 30 November 2016 with planning as a focus, that the Clerk attended
NOTED the CCC Heritage Team report to CCC committee to undertake a review of all the Canterbury district's conservation areas. The report included a template for evaluating the area(s). The Clerk is making enquiries on timescale/programme.

Housing Needs Survey

Cllr Wood explained he has spoken to the Rural Housing Enable at Action with Communities in Rural Kent who was happy to extend the survey content past just affordable housing questions – she will send a draft to the Clerk. The parish council will then want to undertake this survey asap, as part of the long term thinking for the village, and start it prior to 31 March 2016 in order to not lose KCC Cllr Northey's £500 grant.

Affordable housing allocations policy

Chestfield Parish Council have been leading a *call for Canterbury City Council to introduce a local connection criteria in new development sites, that are not rural exception sites, and with a sizeable element of affordable housing, so that at least a percentage of these are allocated to tenants with a local connection to the local area - where there is a local desire for this to be introduced in any consent of that development.*

Barham is one of 19 parish councils in the Canterbury district that also share the concern and have written to CCC. Cllr Cook advised he was meeting housing officers on 5 February 2016 and would seek an update from CCC on a report to go to a committee to be considered by Members.

Clerk attending Coffee Stop

A reminder that the Clerk attends some Coffee Stop sessions to provide a surgery between 10.30 and 11.30. In between weeks, Cllr Lily Matthews has kindly offered to 'stand in' as a contact and take messages or reports as appropriate.

The meeting closed at 9.05pm.

Future meetings of the Full Council: in the village hall, 03 March, (31 March – Annual Parish Meeting for electors), 07 April, 05 May, 02 June, 07 July, No meeting in August, 01 September, 06 October, 03 November, 01 December 2016.

(and F&GP or Planning sub-committee dates: if a meeting should be required: in the committee room of the village hall, 21 December 2015, in the committee room of the village hall. And for 2016: 18 January, 15 February, March to be scheduled if required, 18 April, 16 May, 20 June, 18 July, 15 August, 19 September, 17 October, 21 November and 19 December)

Signed.....
Chairman, Barham Parish Council

Date

Please note these Minutes remain as draft Minutes until they are approved by the parish council at their next parish council meeting