

BARHAM PARISH COUNCIL
PARISH COUNCIL MEETING - HELD THURSDAY 18 MAY 2016

Present:

Parish Councillors David Wood (Chairman), Stephanie Hollowday, Sarah Goulden, Lily Matthews, and John Brooks (for part of the meeting)

2 x residents, and Clerk to the Council, Amanda Sparkes.

1. Election of Chairman for 2016-2017
The Clerk asked for nominations for Chairman for the forthcoming year. Cllr Brooks proposed and Cllr Goulden seconded that Cllr David Wood be re-elected as Chairman for another year. Cllr Wood accepted the position.
2. Election of Vice-Chairman for 2016-2017
The nominations and voting for the vice-chairman position were deferred to the next meeting.
3. The Chairman's opening remarks and apologies for absence.
Cllr Wood welcomed everyone to the meeting. Apologies for absence were received and accepted from Parish Cllr Liz Minter (annual leave), Parish Cllr Ernie Mullett (annual leave), Canterbury City Councillor Simon Cook and Kent County Councillor Michael Northey. Belated apologies were subsequently received from Parish Cllr David Tamsitt.
4. Resignation of a parish councillor
Cllr Wood advised he was saddened to announce that on 18 May 2016 Jim Risby had tendered his resignation from the parish council, on ill-health grounds. Cllr Wood will write to thank him for all that he did during his year on the parish council. The Clerk will do all the necessary resignation actions with a view to hopefully being able to co-opt to the vacancy in due course.
5. Declarations of Interests – None.
6. Minutes of the last meeting – The Minutes of the last meeting held on 07 April 2016 were approved and accepted as a true record of the meeting, and the Chairman duly signed them.
7. Adjournment for parishioners' questions and comments. A resident explained he was involved with the Elham Valley Walking Festival to be held on 4 and 5 June 2016. Barham Parish Council had considered support for the initiative in November 2015 and resolved that support would be through advertising on noticeboards. A poster will now be displayed. The resident explained they hoped that this would become an annual event. He distributed literature about the various guided walks on offer over the June weekend. A suggested contribution of £2 per walker will be sought – 100 walkers in total are anticipated. A dog walking brochure is also to be worked up for the future. The resident explained the project had a financial shortfall and he was approaching the parish councils in the valley for a financial contribution (This had been published as an agenda item for this meeting). Barham parish councillors were supportive in principle, and after some discussion, Cllr Goulden proposed and Cllr Hollowday seconded that a cheque for £75 as a one-off donation be given. A cheque was duly written and signed at the meeting. The Clerk will send this and ask that results of the weekend be provided in due course.
The meeting continued.
8. City Cllr report
City councillor and Leader of Canterbury City Council Cllr Simon Cook had sent a report prior to the meeting:
We're continuing to work on the problems of fly-tipping and litter. We've started picking on the A2 now and residents have very kindly suggested some fly tipping "black spots" in the parish - please feel free to let me know of any others as the intention is to start monitoring problem areas in the next few months.

There is a TEN application for a VW festival at the very edge of Barham parish - as and when I have any further information I will be sure to let the clerk know.

9. KCC Cllr report

KCC Cllr Michael Northey had sent apologies for the meeting but also provided the following report: "We are pleased at KCC that the government will not now insist on all schools becoming academies. We believe that this should be decided on a school by school basis. In Kent, about one third of schools are academies. Of Kent academies just over 82% are good or outstanding, while of schools KCC is responsible for, just over 86% are good or outstanding.

Since the Release the Pressure site was launched, there has been a 20% rise in callers seeking help. It has shown its value in bringing help and comfort to men who are distressed and possibly contemplating suicide.

There is also a new service launched called "Live Well Kent" to help people manage mental health issues. This is delivered by Porchlight and the Shaw trust, on behalf of KCC and the NHS. Website www.livewellkent.org.uk tel: 0800 567 7699."

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

Other financial matters

NOTED that some residents had offered a donation towards the Queen's celebration events; although Cllr Wood explained there had been two grants and this would therefore not be needed. Cllr Wood will formally thank them for their offer.

NOTED a payment by BACS on 21 April 2016 from Canterbury City Council of £34,312 for the precept requirement and cushioning grant for 2016-2017

NOTED that the Clerk completed a VAT refund claim online on 4 May 2016 for the period 01 October 2015 to 31 March 2016 totalling £1,501.03

NOTED that on 4 April 2016 the Clerk submitted a KCC capital grant application for £300 as a Member grant from KCC Cllr Northey for the Queen's 90th birthday events to be held on 12 June 2016 (Project Reference 16-CA-14 - and on 13 April 2016 the Clerk completed the online acceptance form (online reference AF1486714)

NOTED receipt by BACS a payment made on 5 April 2016 of £8,799.05 from Canterbury City Council for the concurrent function grant for 2016-2017

Request for a donation towards the Crookenden Place Queen's birthday celebration event

Also being held on Sunday 12 June 2016, this celebration event is also offered as a free event for all residents of Barham. There are posters around the village, including the hall and the shop. The donation requests are for £75.67 for one off consumables and £46.99 for a tea urn, which will remain parish council property although the Crookenden Place residents will store it. Cllr Hollowday proposed and Cllr Goulden seconded and a cheque totalling £122.66 was written at the meeting. The Clerk will ask for receipts covering the expenditure to be provided in due course.

HMRC enquiries indemnity cover

Dynamix Accountancy are the parish council's external pay roll provider. They have written regarding the HMRC power or right to enquire into a set of accounts or tax return for a company or individual. HMRC have recently checked randomly more and more often, and Dynamix will no longer be able to include additional work or meetings with HMRC within their fixed prices. Any requirement for this will be separated out and charged on an hourly rate basis (ranging from £95 to £150 per hour). They will offer the parish council an indemnity against such fees – for £90 per year, renewable on 6 April each year. However the councillors RESOLVED that as the Clerk's salary in this employment is very straightforward any HMRC enquiry or check could be dealt with by the Clerk or Councillors themselves. The Clerk will write to Dynamix to this effect.

Year End / Annual Return 2015-2016

RECEIVED an Ear Marked Reserves schedule up to 31 March 2016

RECEIVED an Office and Finance Risk Assessment

RECEIVED a Review of the Council's Statement of Internal Control

RECEIVED an Updated Fixed Assets Register.

NOTED that the external auditors PKF Littlejohn LLP have made changes to the annual return form and procedures this year:

- The Annual Return and all supporting documents must be returned to them by 13 June 2016;
- The Parish Council must publish the Annual Return by 30 June 2016
- The parish council must make arrangements for the exercise of public rights to inspect the accounts. There is a change in approach to the provision of public rights as a result of the requirements of the 2015 regulations – The inspection period of 30 working days during which the public rights may be exercised must include the first 10 working days of July. PKF Littlejohn have issued a template suggesting Monday 6 June to Friday 15 July inclusive – and this template must be published on noticeboard(s) and parish council website by Sunday 5 June 2016.
- The subsequent signed report returned by PKF Littlejohn with the Annual Return must be published on the parish council website by 30 September 2016

The Annual Return form has been redesigned following a change in the Regulations (Accounts and Audit 2015 – <http://www.legislation.gov.uk/ukxi/2015/234/contents/made>) - The previous Section 1 and Section 2 are now transposed:

11. Section 1 - the Annual Governance Statement – this is for the parish council around the effectiveness of the system of internal control. Cllr Hollowday proposed and Cllr Matthews seconded the approval of Section 1, and the Chairman subsequently signed the page where appropriate.
12. Section 2 - the Accounting Statements
This page is prepared by the Clerk and Responsible Financial Officer and is signed and dated prior to being presented to the parish council. Cllr Matthews proposed and Cllr Hollowday seconded that Section 2 be approved, and the Chairman subsequently signed the page where appropriate

The Clerk will finalise the Annual Return for the financial year ended 31 March for submission to PKF Littlejohn, and submit with a Bank reconciliation, contact details sheet, electors rights date template signed, a Statement of variances where needed and a covering letter to PKF Littlejohn LLP.

11. Publicity – Facebook Page
Cllr Hollowday and Cllr Tamsitt have agreed to keep the Facebook page updated. The Clerk explained she has not yet heard back from ex-parish councillor Andy McElroy about getting the page 'live' and an administrative power, and that she would chase again.
12. School Fete
Cllrs considered having a parish council presence at the Barham Primary School fete to be held on Saturday 2 July 2016 from 12-3pm. They agreed it was useful to have attended last year. The Clerk explained that KCC PROW department are devising artwork for a parish map showing the public rights of way and copies of this could be provided. It was agreed to keep this as an agenda item for the 2 June meeting to discuss attendance and a stall further.
13. A Village Survey
Cllrs Wood, Matthews and Hollowday and resident Stu Abel met again. Cllr Wood will collate their agreed changes and circulate the latest document. (There will then be a trial run for the survey to test it.) The new Public Rights of Way map could also go out with the survey and delivered to all households.

14. Street lighting - NOTED capital works totalling £3,675.82 undertaken to meet balance of £3,806.15 left from CCC grant and the parish council's own contribution requirement for 2015-2016 and cleaning of ornate light and repainting of some others.
The Clerk and Chairman have gone all around the village to update the inventory and note all the upgrade improvements done so far.
The Clerk will ask for a quotation for more improvements to cover this year's financial capital grant and available budget.

15. Highways
Bollards to address the problem parking at school run times around the school have now been installed and seem to be working.

Zebra crossing by the school

At the April 2016 parish council meeting the Clerk was asked to make enquiries with Kent Highways regarding the possible upgrade for the zebra crossing beacons on Valley Road – to those that are internally lit all along the poles. They responded as follows:

Internally lit crossings beacons (modu-posts) cost in the region of £2,300 each to supply, each zebra crossing must have a minimum of 2 beacons. To disconnect the old beacons and supply new connections to the modu-post beacons would cost approximately £700 per beacon. With this and the inclusion of traffic management to safely carry out the works they estimate a total cost of around £6,200. They also looked at the site of the existing zebra crossing on Valley Road, and the existing poles are integrated with lamp columns to provide additional illumination of the crossing. At least one new lamp column will need to be installed to ensure that the crossing is sufficiently lit, this will cost an additional £630 for one new column to be installed, leading to an overall total cost of approximately £6,830.

Due to budget constraints Kent Highways would be unable to fund the beacon upgrades from council budgets, but if the Parish Council or local member would wish to fund the new beacons they can progress.

(KCC does not replace damaged modu-post beacons due to the high costs associated with this specialist product. As a rough idea, the cost of a standard belisha beacon is less than a third of the price of a modu-post internally lit beacon. If the modu-post beacons are irreparably damaged then they will be replaced with standard beacons.)

Flashing MPH signs Valley Road Barham

The Clerk was also asked at the April 2016 meeting to make enquiries with highways about flashing signs to slow traffic. All new requests for interactive signs need to be submitted to the intelligent transport systems team (ITS) who will carry out a feasibility test and if possible provide a quotation for the works. Toby Butler is the manager of ITS. There are strict criteria for the placement of interactive signs, especially those displaying speed limits. Interactive speed signs should be placed with 60m and 200m of a change of speed limit. This is to further advertise the speed limit of the road and ensure drivers are obeying the existing speed limit signs. Other restrictions also apply.

Flower tubs for the village

Flower tubs would need a green gang system / volunteers for the watering and maintenance of them. They would work very well at and mark the entrance to the village. There would be a need to consider drought tolerant type planting. Cllr Wood did an article for the magazine. (At the April meeting Cllr Minter had agreed to get a quote for making and installing the tubs from the Fifth Trust, so this item was carried forward to the next meeting agenda.)

Slow down stickers for wheelie bins

Similarly, as this item had been requested by Cllr Minter, discussion was deferred until the 2 June 2016 parish council meeting.

16. Open Spaces
The Clerk will chase again the Environment Agency Modelling re flooding and flood alleviation measures, that is still awaited.

Meeting of the Little Stour and Nailbourne Multi-Agency Group April 14 2016 at CCC offices

Key points for Barham arising:

1. The EA work on modelling the Nailbourne from Lyminge to Bekesbourne is progressing well. The EA has appointed consultants to carry out further survey work on this stretch of the watercourse. This has started and will be continuing for the next ten weeks. The surveying team may need access to riparian land and will be carrying identification. Access to dwellings is definitely not required.
2. The outcome of the modelling will be available to share with the Multi-Agency Group in September which is when the Multi-Agency Group will next meet. (A meeting of the River Group will be scheduled for October to forward this information on and gather feedback.)
3. The modelling will include work to look particularly at how the medium-term objectives of improving the pinchpoints at the footbridges in Patricxbourne and Barham can be achieved. Both require a balancing act to ensure that sending more water downstream does not move the problem down the watercourse. The Causeway footbridge still needs modelling and still needs a parish champion.
4. There is a separate modelling exercise underway looking at works from Littlebourne Green to Seaton and that will also be shared with us when the EA team has evaluated the options
5. The Government has increased the tax on insurance premiums and the money raised has been ring-fenced for water course flood maintenance work - so extra money is coming this way for things like dredging – the EA team is currently working on how that money can best be spent – the Great Stour, the Little Stour and the Nailbourne should all benefit. The Nailbourne where it runs by The Street will probably benefit from the extra money for watercourse maintenance
6. KCC is organising more flood warden training this year in June at Canterbury Cricket Club.
7. Out Elmstead is on the list of Highways needs and was inspected recently – it is not deemed suitable for an acceleration/de-acceleration lane on the A2 but there could be signage and something like a Bailey bridge at the lower end in times of flood. They have also been asked to investigate again the use of the alternative green byway.
8. The demountables have been taken down and are back with SERCO ready to come out again if needed next year (or whenever). They continue to be ring-fenced for Barham.

Phone box outside Bell Cottage

Cllr Mullett obtained a quotation of £250 to move and refurbish the phone box outside Bell Cottage. This was accepted at the April 2016 parish council meeting and Cllr Mullett was asked to progress the request. The order has been placed and the box should be removed by the middle of May. The box will also be repainted red (at probable additional expense)

Arboriculture survey of all trees on parish council land

Cllrs commissioned an arboriculture survey of all the trees on parish council owned land in the parish. Further to a site visit by Cllrs Wood, Mullett, Goulden and the Clerk, NOTED that on 21 April 2016 the Clerk sent a list of all dead trees and trees needing attention to the tree works department at CCC to get conservation area permission where necessary. Cllr Mullett kindly organised for two overhanging and dangerous trees on Gravel Castle Road (exempt from needing conservation permission) to be removed at no cost to the parish council.

Also on 21 April 2016 the Clerk reported to UKPN the line of trees at the Brickfield Recreation Ground that are very close to power cables. They will cut back branches within 1.5m of their cables.

The Clerk also notified KCC of two of their Birch trees at the village green that are dead and asked for replacement with Beech trees. There has been some dialogue. However some highways trees are dying and there are some long established gaps along the roadside. The Clerk will try and establish what KCC's long term plan is and what their maintenance programme is.

Requirement for replacements

The conservation officer confirmed that any trees removed completely due to being dead/dangerous from the old cricket field or the village green will need to be replaced with

the same / similar species in roughly the same location within the next growing season. Ideally, the replacements should be a similar scale to those being removed, but the officer commented that as most of them are likely to be mature, then substantial specimens would suffice. Cllrs Wood, Goulden and Mullett will meet again with this in mind, and report back.

New Allotment provision at Brickfield Recreation Ground

NOTED that Cllrs Wood, Tamsitt, Mullett and Goulden held a site meeting at the Brickfield recreation ground on 18 April 2016 and resolved the size of overall plot to offer to the Barham Allotment Association. Cllr Tamsitt subsequently did a site layout plan. This effectively 'squares off' the top part of the recreation ground leaving the bulk of the recreation ground for consideration of future uses.

The preferred layout had the option of the swing set area to be included, either from the outset or the future, but any removal of the swings would be subject to costs for the swings removal and a replacement elsewhere.

NOTED that Cllr Goulden and the Clerk met with the allotment committee on 24 April 2016.

- They advised of the mandated area. The allotment committee wanted a larger area, but agreed to discuss the offer after the meeting. The Clerk explained that the parish council has a statutory duty to endeavour to provide allotments for the 10 Barham residents requesting one, but there is no statutory size, and nor does the parish council have to accommodate the five non-Barham residents. The allotment holders have since the meeting agreed to accept the parish council's mandated area and have redrawn their own plots layout and provided a copy of this to the Clerk.
- The Clerk confirmed to BAA that the parish council is getting quotes to rotovate the land, and to also get the water supply provided from the bottom to the top of the recreation ground.
- There was a query regarding the Public Liability Insurance. The allotment holders explained their advice received is that Barham Parish Council as the landowner is responsible for having Public Liability Insurance in place (this already exists). The Clerk made enquiries with the parish council's insurance company about whether the BAA has an additional requirement to have a higher level/additional cover. They confirmed that the allotment holders would have to have their own insurance in place for the individual plots either individually or as an Allotment Holders Association and the Council should seek proof of this and keep records. The parish council's insurance would cover the communal areas of the allotment only for Public Liability. The council will be responsible for the public parts such as the fences, gates and public footpaths. There should be a risk assessment in place again with records kept. (This may be prepared once allotment provision is in place).
- The draft lease and draft tenancy agreement were also discussed and some minor amendments agreed.
- Cllr Goulden advised that the parish council would pay for stock style fencing only on the two internal perimeters; if the allotment association want to upgrade to rabbit proof style fencing on any perimeters they may do so at their own expense.
- Cllr Goulden advised the parish council would like just one communal store, and preferably not wood which is at risk of arson. The reasoning behind this is that the site is in the area of outstanding natural beauty and the planning permission may be more difficult. The allotment holders would like small tool stores on individual plots, similar in size to a large compost bin.

The parish council still does not want individual sheds. The Clerk was asked to now go ahead with putting together a planning application, for this part of the recreation ground, to include permission for a communal shed only. The Clerk will also reply to BAA that this is the case, and that BAA will have to apply for individual permissions if they still wish to pursue this.

The Clerk will also seek fencing quotations for the agreed area and lengths.

Signage for Brickfield Recreation Ground

Councillors agreed there needs to be signage for the recreation ground. Wording has been agreed and the Clerk is sourcing two quotations.

Cllr Hollowday commented that the kissing gate needs a spring as sometimes it does not shut and any sheep in the field could escape if this was the case. She agreed to speak to Cllr Mullett about this to see if he had any ideas on how to achieve this.

PROW noticeboard on the village green

Cllr Wood kindly agreed to clean the PROW noticeboard on the village green

Palm Tree campsite in Elham

Cllr Goulden advised that the camp site appears to just be coming in to action, although the caravans there currently are not touring caravans; they are being towed by cars. Cllr Wood agreed to take a look. A large amenities building has been erected there.

17. Queen's 90th Birthday Celebration events

The parish council are organising celebration events on Sunday 12 June 2016 from 2pm to 6pm. Grants of £300 from Cllr Northey and £333.39 from CCC have been given. The Clerk has booked two bouncy castles.

Cllr Wood explained that the History Society will have an archives display in the committee room and the Art Group will also display. The WI and Wives Club will provide cakes at the parish council's expense.

The councillors felt the event offered an opportunity for some consultation with residents ahead of the village survey. There could be some very simple questions such as What do you like about Barham? And What would you like to change in Barham? The Chairman has materials and will deal with these.

The Chairman will ask resident Wendy Atherton to be the judge for the Fancy Dress competition for children. The Clerk will prepare notices and disclaimers for the event. All parish councillors should wear their name badges. Cllr Wood explained he has done an article for the magazine and will put up posters around the village.

The Clerk contacted the parish council's Insurance company about the event, and confirmed:

- The number of expected attendees is anticipated to be up to 100-120 throughout the course of the event, not necessarily for the whole duration.
- From a safeguarding point of view, unaccompanied children will not be allowed at the event – all children must attend with a responsible adult and the parish council will have notices displayed that all children need to be supervised by their parents/responsible adult at all time.
- As parish councillors are not necessarily DBS checked, no councillor will be left with a child at any time.
- Details of the activities that will be organised to include Games, Arts and crafts, a Fancy Dress competition and two bouncy castles.
- The food for the day will be on a picnic style basis – brought to the event by the residents attending. Tea, coffee and squash will be provided by the Parish Council.
- There will be some communal barbeques for residents to use themselves if they wish – they would be responsible for bringing the food to cook on these themselves, and the parish council will put up a sign that only adults are to use the barbeques, and that no children are to be allowed in the vicinity of them.
- There will be no road closures but the car park at the village hall will be closed to allow over spill of people safely out of the hall building itself. There is ample on street parking in the vicinity for those travelling with cars – the majority of residents will walk to the site.
- Disabled parking provision will be offered at the entrance to the car park.
- A risk assessment of the event and activities, and bouncy castles, will need to be completed and sent to the insurance company

Spend so far:

Income: Grant CCC £333.39 Grant KCC Cllr Northey £300 ----- Income £633.39 Plus BPC own contribution tbc	Expenditure:
Bunting, tablecloths, flags, etc	89.12
Hire of two bouncy castles	195.00
210 Commemorative medals – total order £510.48 including VAT and delivery but PTA to pay 50% of de-vatted amount = £212.70	212.70
	Total spend so far : £496.82

18.

Clerk report

Correspondence

CCC's Enforcement report for the last quarter including statistics on fixed penalty notices etc

Canterbury City Council consultation on introducing a Public Space Protection Order (PSPO)

PSPOs came into law in 2014 and aim to prevent anti-social behaviour being committed by individuals or groups in public places. This is behaviour that is having, or is likely to have, a detrimental effect on the quality of life for those nearby.

They are replacing other similar orders, such as Alcohol Control Zones and Dog Control Orders, which will expire in October 2017. Councils are able to decide which issues could be covered by a PSPO, consult on them and then introduce them.

The city council is putting forward proposals for a PSPO to cover a variety of subjects, including persistent begging, urinating or defecating in public places and street drinking. It also seeks to control street trading, buskers who are not complying with the council's voluntary code of conduct, cycling in some public areas, illegal peddling, out of control dogs and dog fouling. These can be specific to one part of the district or cover the whole area. More information and a consultation form, is at <https://www.canterbury.gov.uk/your-council/have-your-say/consultations/public-space-protection-orders-pspos/>. The consultation closes on 17 June. The Community Committee will decide what will be included in the PSPO later this year.

19.

Planning applications

New planning applications:

CA/16/00600/OUT | Planning application for the proposed South Canterbury urban extension, for up to 4,000 dwellings

CA/16/00817/PAJ – 3 Coopers Court, Dover Road – Prior notification received 04/04/2016 and expiring on 30/05/2016 to convert existing office into residential

CA/16/00763/FUL – Frogford, Out Elmstead Lane – Single-storey extension to side and rear with installation of rooflights

CA/16/00970/FUL – Pilgrims Lodge, Old Dover Road
Three dormers to rear and five roof lights to front

Notifications

CA/16/00399/FUL and CA/16/00400/LB – Sydney House, Derringstone Hill

Proposed new single-storey double garage with associated garden maintenance stores within the curtilage of Sydney House - GRANTED by CCC

CA/16/00014/TPO – Millers Cottage, Valley Road

Removal of Ash Tree subject to TPO No 6 1994 – GRANTED by CCC

CA/16/00202/FUL – Millers Cottage, Valley Road

Single storey rear extension – GRANTED by CCC

CA/16/00332/LUP – Pilgrims Lodge, Old Dover Road

Certificate of proposed lawful development in respect of a loft conversion with three pitched roof dormers to rear elevation and five Velux windows to front elevation – CCC decision WOULD NOT BE LAWFUL

CA/16/00447/FUL – 39 Heathfield Way

Proposed two-storey front and side extensions, formation of a new drive with parking for two cars, re-modelling of rear conservatory and installation of window to side elevation. GRANTED by CCC

CA/16/00344/FUL – Barham Business Park, Elham Valley Road

Retention of timber fence GRANTED by CCC

CA/16/00510/FUL – 15 Derringstone Downs – Replacement front porch - 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 the Planning Inspectorate dismissed the Appeal and the applicant has three months, until 26 June 2016, to reinstate the access bank and hedgerow.

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 are now viewable on the CCC website – the Clerk has circulated these to councillors.

Other Planning matters

The Clerk borrowed the planning materials for outline application for the large strategic site at the top of Old Dover Road/New Dover Road Canterbury (land at south Canterbury) from the Bridge Parish Council Clerk – this has been displayed in Barham Village Hall. The Clerk will now return the documents.

Housing Needs Survey The aim of the survey is as part of the long term thinking for the village. The report from the Rural Housing Enabler has just been received, with a 33% response rate. The Clerk will circulate this to councillors, and bring a summary to the next meeting. She will also upload it to the parish council website.

Affordable housing allocations policy

Chestfield Parish Council has led 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 has advised a report should go to committee in June.

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 9.20pm.

Future meetings of the Full Council: in the village hall: 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: 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