

BARHAM PARISH COUNCIL
PARISH COUNCIL MEETING - HELD THURSDAY 02 FEBRUARY 2017

Present: Parish Councillors David Wood (Chairman), David Tamsitt, Sarah Goulden, Stephanie Hollowday, Lily Matthews, Liz Minter, John Brooks and Patti Earl (co-opted at the meeting). 2 resident, Kent County Cllr Michael Northey and Canterbury City Cllr Simon Cook (for part of the meeting), and Clerk to the Council, Amanda Sparkes.

1. The Chairman's opening remarks and apologies for absence.
Cllr welcomed everyone to the meeting. Apologies for absence were received and accepted from Parish Cllr Ernie Mullett (unwell). Cllr Wood advised that Ray the resident usually in attendance at all parish council meetings was sadly in hospital with broken ribs and a broken ankle, having been hit by a car while on his bike at the crossroads at the top of Gravel Castle in the village.
2. Vacancy on the council –
The vacancy has followed due process and the parish council is able to co-opt a suitable candidate. Pattie Earl put herself forward for consideration. Patti explained that she has lived in Barham since 1969 and served before on the parish council for about 10 years. Her background is in education; and she has been on the village hall committee and was the Chairman of the hall committee before Simon Cavalier. Cllr Matthews proposed and Cllr Tamsitt seconded and all councillors indicated that they were happy that Patti be co-opted to the vacancy. Pattie therefore duly signed the declaration of acceptance of office, and the Clerk gave her a Declaration of Disclosable Pecuniary Interests form to complete and to return to the Monitoring Officer at CCC, for publication.
3. Declarations of Interests – Cllr Wood advised he is a trustee at Action with Communities in Rural Kent and therefore had not acted as a signatory on the cheque for its annual subscription renewal.
4. Minutes of the last meeting - The Minutes of the last meeting held on 01 December 2016 were approved and accepted as a true record of the meeting, and the Chairman duly signed them.
5. Adjournment for parishioners' questions and comments. A resident spoke of his speeding concerns of vehicles travelling through the village. He is a regular walker and has noticed a considerable number of vehicles including commercial vehicles speeding. He drew attention to a ROSPA document where speeding contributes to injury collisions and deaths. Higher speeds result in more serious injuries. He explained that he would like to see a flashing vehicle activated sign installed and would also volunteer for speedwatch.

A resident talked about the footpath opposite the entrance to Out Elmstead Lane turning up to the woods – he advised that new fences have appeared over the last two years, and questioned if these are possibly barring a public right of way without authority? Cllr Minter explained that the paths have been used for over twenty years so there could be a case for a challenge and apply for them to be registered. She thought Adisham parish council had a similar case recently and did a challenge – the Clerk will speak to their Clerk about their experience. Cllr Goulden commented that there would be a need to establish a continuity with no gaps over the 20 years. Cllr Wood also agreed to check with the public right of way department based in Brabourne for their advice and the processes needed. The footpath in question also affects Kingston parish so some collaboration with them may be needed. The landowner should also perhaps be contacted to ensure that they are aware.

Another resident asked that thanks be reported to the parish council for the new trees planted through the village particularly those in front of Fox Way.

The meeting continued.

6. KCC Cllr Michael Northey report - Cllr Northey explained that KCC is setting its annual budget on 9 February 2017. It is down £200m from 5 years ago. The budget is balanced with a 4 % increase

in council tax. Cllr Northey confirmed that he has been dealing with the Clerk on salt bin filling enquiries, and this is ongoing.

7. City Cllr report – City Cllr Simon Cook advised that the city council's budget is also being set, it is also less, but also balanced. The business case for the potential merger of the five east Kent authorities is now available, and the first decision for CCC is being taken on 22 March 2017. There was a question about whether the loss of Ashford withdrawing from the proposal would affect things. Cllr Cook commented that it would be better with Ashford but it is still a coherent case without Ashford and still a viable option. A Memorandum of Understanding is being worked up. Savings come from having less senior managers, so the loss of Ashford does reduce the savings. Ashford Borough Council is keeping the door open for the future apparently. Cllr Cook advised that Ashford had benefitted from the new homes bonus in recent years as they had built a significant number of new homes. He also explained that some research has shown that for West Kent – residents live in West Kent and work in London but shop elsewhere – whereas for East Kent, residents live in East Kent and stay and shop locally more.

If the merger goes ahead there would be a reduction in city councillors from approximately 180 to around 90 – 95 councillors, with about 26-27 covering Canterbury (so one-third fewer than now) – and with a bigger electorate area for them each to represent.

Cllr Cook explained that more efforts are being put into Enforcement so there is budget provision to expand the number of enforcement officers, particularly for parking around schools, Whitstable High Street and Bridge village etc. If there are any particular blackspots Cllr Cook asked to be told of these.

Cllr Wood mentioned the latest RAMP meeting and the item on the withdrawal of paper plans to parish councils. Cllr Cook explained that there is a significant cost/saving of £10k to £15k per year for this. He advised that CCC will offer parish councils the option to buy A1 size plans at cost soon. He also agreed to confirm if the CCC reception will still have paper copies available for the public or councillors to view. Cllr Tamsitt commented that viewing documents on the CCC planning portal is going well although some documents seem to have a low resolution.

Cllr Wood asked Cllr Cook about what's happening with the revised Parish Charter. Cllr Cook offered to check, it's due to go to the next RAMP meeting.

8. PCSO report - The PCSO report had been circulated to all councillors prior to the meeting.

9. Christmas Lights

i) Vandalism - CRIME REPORT NO. ZY-047541-16

Cllr Matthews kindly dealt with the vandalism incidents that occurred on 29 December 2016 to the Christmas tree lights at the Valley Road play area wheel. Several eggs were also smashed on vehicles parked in Crookenden Place. She also report the matters to the Police and was given the crime report. Cllr Matthews explained that the battery system the parish council lights have does work and the batteries do last some time.

ii) A recent magazine article has invited residents to get involved with Christmas lights in the future and either donating towards more lights for the trees in the public areas or to provide lights, perhaps in memory of a loved one, on a tree in their own garden. Cllr Hollowday suggested that the parish councillors would help physically with helping to string lights on hedges, etc. Cllr Hollowday agreed to do a magazine article about getting involved with future Christmas lights around the village, possibly donating some or displaying some in memory of a loved one, and that the parish councillors would be willing to help string in hedges etc if help is required

10. Finance – The cheques were authorised and signed.

Other financial matters

RECEIVED the bank reconciliation and bank statements to 30 November and 31 December 2016 and RESOLVED the signature of a councillor other than the Chairman thereon.

NOTED a direct debit payment of £2,791.04 taken on 3 January 2017 for the loan payment against the Public Works Loan for the village hall
NOTED that on 12 January 2017, the Clerk completed a VAT Refund Claim to HM Revenue and Customs for the period 01 April 2016 to 30 November 2016, totalling £2,747.35.
RECEIVED report of Expenditure against budget headings to end of Quarter 3 2016-2017 (to 31 December 2016) for information

Concurrent Function Funding -NOTED on 10 November 2016, RAMP Cllrs voted for : Option 1b – to allow the new Hackington bus shelter to get £140 support in future (like the other bus shelters); And allocating the available pot using Option 2a (as recommended in the report) : For Year 1: Barham applied for £10,032 and if these options are endorsed award will be £6,713.15.

Precept and Council Tax Support Grant 2017-2018

As last year the total funding will be made up of two elements; the precept payable by households and the grant for council tax support. Last year the total funding 2016/17 of £34,312 was made up of £33,084.56 parish precept plus £1,227.44 council tax support grant. CCC are reducing the council tax support grant in line with their government grant funding (Revenue Support Grant, known as RSG) and for 2017/18 this will be £613.72 for Barham. The difference between the total funding requirement for 2017/18 and the grant amount of £613.72 will be the precept amount for 2017/18. (CCC has advised that the level of council tax support grant will be reducing annually in line with the reduction in RSG and so the grant allocation for 2018/19 will be less than the 2017/18 allocation.)
At the December full parish council meeting, Cllrs agreed that the total precept request for next year 2017-2018 should be £36,312. The Clerk advised CCC of this total requirement and the precept element requirement therefore is £35,698.28

11. Annual Electors' Meeting

A date for this still needs to be determined. Cllr Wood explained that the main hall is booked on Monday to Thursday each week but the Grabham Room is more available. Suggested speakers were the Kent and Medway Partnership Trust, Simpsons Vineyards and the school's headmistress. Councillors resolved that first choice, if available and willing, should be Mr and Mrs Simpson and second choice the Partnership Trust as mental health is topical. The Clerk will speak to Mr and Mrs Simpson and then liaise with Cllr Wood to get a date set.

12. Website

The Clerk explained that she had attended training for the new website platform and has tried to update the information and pages on the new format. She asked all councillors to look at the website and advise her of any errors or omissions which she will try and correct.

13. Village Survey 2016

RECEIVED the Clerk's full writeup of responses and an Executive Summary of the numerical data. Of 511 surveys sent 187 were returned giving a 36.5% return rate.
The way forward to create an Action Plan / steer for the parish council for the next five years is to get all parish councillors involved in both an evening and a daytime working group meeting with proposed actions being brought to the public forum in full parish council meetings. The Clerk will co-ordinate the working group meetings as appropriate. A report will be given at the Annual Parish Meeting.

14. Saturday Morning Surgeries

CONSIDERED the suggestion of introducing Saturday morning Councillor surgeries. Cllr Minter explained these previously ran and were considered useful. Cllr Wood felt that surgeries are restricted by the powers of the parish council and are mainly signposting sessions to either the city or county council. City Cllr Simon Cook said he would try and attend some, but he advised that one held in Bridge were not well attended and the use of email gives more timely responses to residents.

It was resolved however to run surgeries on a Saturday once a month - for a trial period of 3-4 months – in addition to the Clerk attending a Coffee Stop once a month. Each parish councillor to attend a surgery on a rota basis with at least two at a time. Cllr Wood will organise the setting up

of these and a room to hold them in and then advertise them in the magazine and ask Cllr Hollowday to advertise them on Facebook.

15. Publicity – Facebook Page

Cllr Hollowday advised there have been three post threads recently –

- i) Salt bins – an concerns around the refilling of salt bins which are nearly empty – this is being resolved with the Clerk in dialogue with KCC Cllr Northey and Kent Highways;
- ii) Dog poo – A resident has suggested highlighting any offending discarded deposits with biodegradable paint – the Clerk was asked to research and buy some. (Some parishes stick a flag in deposits.)
- iii) Speeding traffic through the village – there is social media concern about speeding. The parish council are trying to address this through various means. (See below)

16. Highways

Resident suggestion for a roundabout

The Clerk was contacted by a resident suggesting a roundabout be created at the junction of Valley Road, Greenhills and The Street, to slow traffic. Sadly there is not enough room to create this; it would be too costly anyway for the parish council to undertake, and it would not be a highways priority against their available budget anyway.

The problem with parking by the school is worsened by the mobile library visits.

c/fwd: Bus shelter for Derringstone Hill

Cllr Tamsitt and the Clerk have met to look at possible location(s) for a bus shelter on Derringstone Hill - to progress this suggestion from a resident further, subject to highways permission to site one there. A KHS officer should be asked to visit the area with them to look at options and report back – the steward for Barham has just gone on sick leave however.

Provision of flower tubs along Valley Road – The permission from cultivation licences submitted to KCC Highways has been chased again by the Clerk but appears granted in principle by email. The Fifth Trust have made the two tubs for siting at the entrance markers to the village at Derringstone Hill. For suitable bases, probably of concrete slabs Cllr Wood will speak to Cllr Tamsitt. To help and oversee the installation then with the Fifth Trust will be Cllrs Wood, Tamsitt and Minter and the Clerk. The Clerk will also keep the nearby residents who offered to water the tubs informed.

Bulbs on Valley Road

Residents Pauline Lewis and Janice Williams have planted bulbs along Valley Road by The Shrubbery which look lovely. The parish council wished to record thanks to them in the minutes.

Speeding traffic, speedwatch and speed gun

The Clerk and Chairman met with the Kent Police speedwatch coordinator on 5 January 2017 and the notes of the meeting held with the representative have been circulated to all councillors. There would be several possible locations for checks to be undertaken.

Also RECEIVED relevant statistics from the Village Survey - figures for residents' views on speeding traffic, quantity of traffic and levels of support for a speedwatch group and / or flashing speed signs. The survey also brought forward 15 volunteers expressing interest in being part of a speedwatch scheme.

Also RECEIVED traffic statistics for a five-day period along Valley Road in January 2017 from the Speedwatch representative. The results were debated and the Clerk was asked to clarify with the speedwatch representative where exactly in the village they were captured. (The above three documents are summarised in an appendix at the end of these Minutes)

Then in view of the deadline to apply for a £1000 KCC grant, with the above figures, actions and these meeting notes in mind Cllrs discussed a proposal that the parish council RESOLVE to pay £1000 for a speedwatch start up kit, and apply for a KCC grant for the further £1000 required for it. Cllr Brooks proposed, Cllr Minter seconded and all councillors were happy with this resolution.

However if the grant is no longer available and the start up cost would therefore be the full £2,000 the parish council would not go ahead straight away – the Police speedwatch rep has offered to hold a speedwatch demonstration with the new potential volunteers to record current levels of speeding vehicles and check their commitment to the project going forward. The Clerk will contact him about getting a KCC grant form to apply for £1000 for new speedwatch kit, and to discuss the offer to hold a session with volunteers, and then set this up – and contact all volunteers.

Flashing MPH signs Valley Road Barham

This item is ongoing but it is thought that the speedwatch group and resulting statistics will strengthen the case for a flashing sign. Survey responses show strong support for these. Cllr Hollowday backed this up with strong support from Facebook posts. The item is very expensive though and proper budget consideration will be necessary to progress it.

KCC grass cutting of highways verges/hedges – possible devolution to Barham Parish Council

KCC are offering to devolve hedge cutting and grass cutting of highways verges to parishes, which would come with a small devolved financial sum to parishes to undertake this. There is no commitment to go ahead nor to keep the responsibility for ever. At the 3 November 2016 parish council meeting, the Clerk was asked to make enquiries with KCC for financial figures and areas of responsibility. Maps and initial information was received. Cllr Wood and Cllr Mullett spoke to the parish council's contractor on 11 January 2017 about the potential for takeover and in time he will quote – there are some areas under question however, and additional maps and details have been received to work through.

17. Open Spaces

New Allotment provision at Brickfield Recreation Ground

There is planning approval on CA/16/01292/FUL and BAA signed a seven year tenancy agreement from November 2016.

Cllr Mullett has kindly organised half the fencing, and water supply connection - and has the remaining rotovating in hand. The ploughing has been held up by frost but should be completed within a month. Cllr Mullett has purchased a lock and key for the gate – one key for the parish council to hold and one for the BAA.

An additional water meter is being investigated.

The BAA will pay £50 per year as a peppercorn rent – date to start this is yet to be determined. BAA will also get their own PLI – and the Clerk will check this.

Cllr Tamsitt commented that there is a PR opportunity to note the formal handover to BAA – for posting on Facebook, in the village magazine etc – and suggested that photos be taken too.

Brickfield Recreation Ground

A "Parking at own risk" sign at the recreation ground has been ordered and when ready will be installed on the car park entrance post.

C/fwd – At the December 2016 parish council meeting Cllr Mullett was asked to get a price for scalplings to level the car parking area surface. The contractor is also in dialogue with the Clerk and Cllr Mullett about the play area inspections remedial actions.

Play Areas next inspection

Cllr Hollowday (who did the previous check) will do another one with Cllr Wood – and the Clerk will give the Chairman the folder with the details and previous check template.

Next litter pick

A date was needed for the next litter pick. Cllr Hollowday reminded everyone that a Facebook comment had suggested that a Saturday morning was the wrong time for families to join. Cllr Wood agreed to book a date and the hall; ideally a Saturday afternoon – and the event will be advertised and an application pack to CCC completed.

Dog poo bag dispensers and dog poo wormery

The provision of a dog bag dispenser with a single pull mechanism and the possible provision of a wormery at a location at South Barham Road (on the National speed limit repeater pole)

alongside Ford Lodge/Heaselands Barn has been discussed at recent meetings. A wormery bin literally has worms that eat the dog waste and produce compost from it. This is an ideal location as when the river runs Serco cannot get to empty the dog bin. For the wormery to work, it is important that the dog walkers are 'onboard' the project as the right type of bag is needed – it must be completely compostable too. Another concern is a locking mechanism to ensure that members of the public only use it for dog waste and not any other rubbish. The supplier is talking with the manufacturer to try and overcome this concern with a lockable mechanism. The Clerk will speak again to the manufacturer before both the dog bag dispenser and the wormery is considered and finalised. A smaller working bin is needed than that of the previous quote. The bags must also be compostable not just biodegradable as they are still plastic and so will never be eaten by the worms.

Elham Valley Caravan Park – No further current ongoing concerns re its operation.

New flood warden

Cllr Wood advised that there may be the need for a new resident flood warden.

Actions from arboriculture survey of all trees on parish council land

Dead trees and trees needing attention have conservation area permission until 2018. Trees removed from the old cricket field or the village green will need to be replaced with the same / similar species in roughly the same location. Cllrs Wood, Goulden and Mullett have this item in hand.

Replacement / new trees

- i) Cllr Wood ran an advert in the magazine and invited to residents to fund a tree themselves perhaps as a memorial to a loved one: An offer of a donation towards one was received from resident Jim Risby.
- ii) Fox Way - Barham Parish Council organised and paid for three extra Cherry trees to fill the gaps along Fox Way – Cllr Goulden explained that these were planted on a very cold day but a Rowan was taken out at the same time. She felt that the Clerk should mention this and ask for a Rowan opposite the post box at the entrance to the manor house where there is a gap in Rowans.
- iii) Village green – At the December 2016 parish council meeting Cllr Goulden drew attention to an old Cherry tree on the perimeter of The Street at the village green that should be removed - There are a further one or two trees along the flint wall at the back of the village green also needing attention – the parish council will take these out and replace these too. It was agreed that the parish council would arrange to take down – Cllr Mullett offered to oversee its dismantling. It will need a replacement as it is in the conservation area. Cllr Goulden felt if funds allowed, that the other three gaps along this edge should also be done at the same time – with four trees provided, along with an associated tree guard for each.
- iv) A resident put the Clerk in touch with the Men of Trees organisation who will give the parish council free trees if the parish council provides labour to plant them. The councillors may specify what species they would like and the trees will be 5-6 feet tall. The timescale to provide them though is tight – within the next month – the cricket field is not ready as there are some trees to come out first, but the village green and The Street gaps could be filled? Cllr Minter proposed and Cllr Brooks seconded and it was resolved that Cllr Goulden will talk to the Men of Trees with an agreed blanket budget of £500 to start for the donated trees. The trees are bare-rooted and may be stored in a trench until the next planting season if need be, to utilise the free offer, if appropriate. Cllr Goulden has the required knowledge to make decisions on a way forward.

17. Footpaths and Rights of Way

Cllr Minter raised again the desire for a safe footpath route from Barham to Kingston – and for a 1m wide path to be maintained all along it – and for the stiles in situ to be changed to gates – the parish council could contact the landowners? Is there the possibility of buying a small strip of land? The Clerk will speak to Cllr Minter outside of the meeting for clear details and add the suggestion to the next meeting agenda as appropriate.

18. External organisations
NOTED the invitation for a councillor plus spouse/guest to attend the Lord Lieutenant's Annual Civic Service at Rochester Cathedral on Tuesday 14 March 2017.
19. Clerk report – the Clerk report had been circulated as a separate appendix to all councillors prior to the meeting and for items not mentioned elsewhere is attached as an appendix to these Minutes. This included an update on rabbit guards at the vineyards.

Clerk at Coffee Stop - The Clerk usually attends a Coffee Stop session on the third Tuesday of each month to provide a surgery between 10.30 and 11.30.

20. Planning

New planning applications:	
- CA/16/02774/K3F – Barham C of E Primary School, Valley Road - Refurbishment of existing caretakers store to provide new care suite. Caretakers store to be replaced with new timber shed - CA/16/02851/FUL – Uppingdene House, Derringstone Hill - Two-storey rear extension, double garage and entrance porch - CA/16/02956/FUL – Broome Quarry House, Canterbury Road - Proposed two-storey extension to side and rear to include annexe, detached garage to front and outbuilding to the rear. - CA/16/02934/FUL – The Old Post Office, Valley Road - Proposed new front brick wall, retaining garage entrance including new garage shutter door.(Retrospective application) - CA/17/00021/FUL – The Cottage, Derringstone Hill	Proposed single-storey rear extension following demolition of existing conservatory
- CA/17/00056/FUL - 1 Greengates, Barham - Proposed single-storey rear extension following demolition of existing conservatory. - CA/17/00099/FUL – 1 Farm House Close - Proposed replacement outbuilding together with chimney. - CA/17/00114/FUL – 9 The Shrubbery - Proposed single-storey side extension. - CA/17/00104/FUL and CA/17/00105/LB - Sydney House, Derringstone Hill, Barham, CT4 6QD - Proposed detached dwelling ancillary to main dwelling. - CA/16/02964/LUE - Land to rear of Southease, Roundways and St Nicholas, Derringstone Hill Application for lawful development certificate for existing use of land as a garden within residential curtilage. - DOV/16/00985 - Reserved matters application for the approval of details relating to access, layout, scale, appearance and landscaping for the erection of 162 dwellings and associated infrastructure and landscaping, pursuant to outline application DOV/07/01081 pursuant to Variation of Condition application DOV/15/00068 (pursuant to DOV/14/00338 and DOV/13/00120) Location: Phase 1B2 and 1B3, Aylesham Village Expansion	
The Clerk will make appropriate comments again (as in November 2015) about the slip road provision from Barham on to the A2 to Canterbury for this application.	
Notifications	
- CA/16/00600/OUT Planning application for the proposed South Canterbury urban extension, for up to 4,000 dwellings – GRANTED by CCC - CA/16/02514/FUL – South House, Derringstone Hill - Proposed single-storey rear extension GRANTED by CCC - CA/16/02774/K3F – Barham C of E Primary School, Valley Road - Refurbishment of existing caretakers store to provide new care suite. Caretakers store to be replaced with new timber shed: CCC decision = NO OBJECTION TO / KCC subsequently GRANTED the application	
Enforcement – none this month	
Tree works: i) TPO : Applications for work to trees with a TPO go to the planning department – email development.management@canterbury.gov.uk or call their planning call centre on 01227 862178. ii) Conservation areas: Applications for work in conservation areas – Contact the heritage team on heritage@canterbury.gov.uk iii) Designating new TPOs – requests to the heritage team (who have two methods of assessing a tree – the Halliwell system (the value a tree gives) and the Tempo tree assessment (how long the tree still has to live etc)).	

Also NOTED the Clerk's notes from the Inaugural meeting championed by CCC Cllr Robert Thomas of The Canterbury District Heritage Forum – held on 30 January 2017 in the CCC Offices.

21. Cllr items
Cllr Tamsitt advised of a pothole near Rabbit Hole – the Clerk will speak to him for more details and report it.
22. Resignation of Cllr Lily Matthews
Lily Matthews gave the Chairman of letter of resignation from the council, and stood down therefore with immediate effect. The Clerk will undertake the necessary actions for this.

The meeting closed at 9.50pm.

Future meetings of the Full Council: in the village hall. For 2017: 2 March, 6 April, 4 May (in Grabham Room due to Elections), 1 June, 6 July, No meeting in August, 7 September, 5 October, 2 November and 7 December 2017. (And F&GP or Planning sub-committee dates: if a meeting should be required: in the committee room of the village hall - 20 February, 20 March, an April one to be scheduled if required around Easter dates, 15 May, 19 June, 17 July, 21 August, 18 September, 16 October, 20 November and 18 December 2017)

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

APPENDIX – SPEEDING, SPEEDWATCH AND TRAFFIC DATA REPORT

Speedwatch information – meeting with Alan Watson from Kent Police, with the Chairman, Cllr David Wood and the Clerk, held on 5 January 2017

Background - Alan Watson explained that there are 1700 sites in Kent with 150 speedwatch schemes registered, of which 60 or so are currently active. Locally, these include Bridge and Lower Hardres - Lower Hardres has the new kit and had the new on-line training.

He advised that a speedwatch scheme needs 6 people as a minimum, but for there to be no more than 4 on a session, and a minimum of two. A mobile phone that is working is a requirement for each session.

Locations – Locations need to be approved by Kent Police. Locations need to be:

- where there is a speed issue
- only where 20mph, 30mph or 40mph speed limits are in existence
- Visible (Speedwatch is educational) – volunteers cannot hide behind parked cars or walls or hedges, etc
- With a 75-100m clear line of sight
- 300m away from a change of speed limit
- Away from a junction
- Used only during daylight hours
- In an area where there is mobile reception
- With use of approved speed detection equipment only

(See possible approved locations for Barham at the end of this report)

On-line system

Kent Police use an online system – this organises and books sessions on to the system; is used to record observations; to communicate with scheme members; to give feedback on the results and any letters sent to offenders, and can be used to view the historic data from session checks. (This information could also be used for Facebook posts?)

Volunteers training

Volunteers must complete health and safety training – this gives a public liability cover under the Kent Police umbrella.

The training is all online and lasts about 30 minutes. It includes videos for health and safety at the roadside, the recording of offending vehicles, and how to deal with any confrontational incidents.

Observations/triggers

The volunteers will input details of the offending vehicles seen on sessions and these will be collated on to a database by Kent Police to cover the whole of Kent and Sussex.

A vehicle is considered 'speeding' if travelling at the current speed limit in force plus 10% plus 2:

So for 30mph limits, vehicles travelling 36mph and over will be recorded.

Kent Police will contact multiple offenders and excessive speeders:

- i) Multiple offenders (in any rolling 12 month period):
 - First time recorded – database noted ; Second time recorded – triggers a "first letter"
 - Third time recorded – triggers a "second letter"
 - Fourth time recorded – receives a hand delivered letter by a Police Officer
- ii) Excessive speeders:
 - An excessive speeder is one deemed to be travelling at the speed limit in force plus 50% - that is for a 30mph zone travelling at or in excess of 45 mph.
 - On any first offence a driver is sent a letter. If there is a second offence then a second letter with slightly 'punchier' wording is sent. If a driver is recorded at travelling at 80% above the speed limit then they are visited by an officer straight away.

Letters are generated within 14 days of the observation so it is important that a volunteer inputs details in a timely manner after a session at the roadside.

Volunteer duties:

After initial one-off health and safety induction, a volunteer team will need:

- A coordinator to schedule sessions at mutually convenient times for volunteers
- Log on to network to record the details of the time, date and location of a session
- Attend session and record observations
- Log on to network to enter data of offending vehicles (date, time, speed, make, model, colour of vehicle and number plate)

Options to consider:

1. Moveable SID (Speed indicator device)

Battery operated, stays in a single location for up to 28 days, straps onto a post, has to move within 28 days or it needs planning permission.

Data captured is time, date, location and speed – but not vehicle number plate.

Does not need volunteers.

Available from KCC, at a cost of £3,500, although there is strict criteria for it.

2. Speedwatch kit

Hand held device for use on sessions.

A SID that uses lazer technology, with a 12 month warranty.

Does not need an annual calibration.

£2,000 reduced to £1,000 by a KCC grant – currently being offered until the end of March 2017 – to new start up groups only.

3. Traffic Survey kit

Comprises of rubber strip across the road

Stays in place for 7 days

Gives a snap shot of vehicular use – numbers, type of vehicle, dates, times, speeds

Cost is £700 to £800 for one-off use

May give information to support the installation of a permanent VAS (flashing sign?)

Traffic data

- o Alan Watson agreed to look to see if there is any historic Traffic Survey data for Barham.
- o He has a survey kit and is waiting permission to be able to install it himself – if he is given permission he agreed he would install it for a 7 day period in the near future in Barham.
- o Alan offered to arrange a session for 2-3 hours with potential volunteers.

Possible locations for speedwatch volunteer sessions?

- o Derrington Hill – grass verge outside “Roundways” for vehicles travelling down the hill.
- o Derrington Hill – grass verge opposite “Monkbarns” for vehicles travelling down the hill.
- o At the phone box green by the play area, Valley Road – for vehicles travelling down the hill and vehicles travelling from the village hall direction.
- o Grass verge in front of Fox Way – for cars travelling down from Derrington Hill
- o Outside the village hall – on the grass by the village hall sign – to records cars travelling from the Canterbury direction (additional benefit here is highly visible location for hall and shop users to raise awareness)
- o Valley Road - Grass verge outside “Crown Point” – best for cars travelling from Elham direction
- o Valley Road – several choices of location from the hall towards the pedestrian crossing by the school – for cars in both directions
- o Alongside the Shrubbery – use of old poles for the previous speed change signage – for cars travelling in both directions.

Speedwatch and speeding traffic data

Return rate: 511 surveys sent and 187 returned gives a 36.5 % return rate

Which safety matters concern you most?	High	Medium	Low	Total of all responses
Speed of traffic	141	32	11	184
Quantity of traffic	64	76	33	173
Illegal / thoughtless parking	90	61	24	175
Lorries using inappropriate roads	127	41	12	180
Lorries in the village generally	63	74	33	170

Speeding traffic was the top most answer of the 8 suggestions for safety given to residents.
Speeding traffic was also the most answered of the suggestions.

Suggestions for Change	High	Medium	Low
Additional parking	54	57	65
Speedwatch group	57	58	46
Provision of 30mph flashing signs	93	51	31

The provision of flashing speed signs is the highest priority of residents.

A speedwatch group is supported more than not supported.

Of the 43 volunteers coming forward, 15 of them expressed an interest in being part of a speedwatch team

Traffic data reports

There was a traffic survey kindly undertaken by the Kent Police speedwatch co-ordinator for the parish council on Valley Road for five days in January 2017. Summary results are as follows:

To Folkestone	No. of vehs	To Canterbury	No. of vehs
5 day average report: 1000 vehicles across the 24 hour period		5 day average report: 756 vehicles across the 24 hour period	
AM peak is 8am-9am – 91 vehicles	91	AM peak is 8am-9am – 82 vehicles	82
PM peak is 4pm-5pm – 96 vehicles	96	PM peak is 3pm-4pm – 71 vehicles	96
Speeds travelled		Speeds travelled	
06 – 11 mph	4	06 – 11 mph	0
11 – 16 mph	24	11 – 16 mph	24
16 – 21 mph	102	16 – 21 mph	46
21 – 26 mph	177	21 – 26 mph	152
26 – 31 mph	347	26 – 31 mph	297
31 – 36 mph	250	31 – 36 mph	166
36 – 41 mph	73	36 – 41 mph	54
41 – 46 mph	18	41 – 46 mph	14
46 – 51 mph	4	46 – 51 mph	2
51 – 56 mph	1	51 – 56 mph	1
Key statistics: 654 travelling under 31mph; 346 over 904 travelling under 36 mph; 96 over		Key statistics: 519 travelling under 31mph; 237 over 685 travelling under 36 mph; 71 over.	
So over 90% travelling under 36mph 10% of vehicles travelling in excess of 36mph		So over 90% travelling under 36mph 10% of vehicles travelling in excess of 36mph	

APPENDIX - CLERK'S REPORT TO MEETING ON 02 February 2017

Withdrawal of hard copy planning applications The following text has run on the village noticeboards.

Viewing of village planning applications in future

Late in 2016 Canterbury City Council said they would stop sending out paper plans to all parish councils. Planning is residents' top most priority, and Barham Parish Council (and others) wrote expressing concerns but the city council have forged ahead with their plans, as a cost saving measure and part of their 'self-serve' processes.

CCC will also no longer hold paper copies in their offices either – but computers in their reception area are available for public use with access to the internet, and any resident may use these to view plans online.

Important - From now, CCC has assured us that they will continue to advertise of applications/write to affected residents. Residents may then view applications on the city council's Planning Portal themselves (either at home or on the CCC reception computers).

You will need the individual planning application reference number. Each application is made up of a reference, such as for example, CA/17/00001/FUL, where :

- the CA prefix stands for Canterbury (as the local planning authority),
- the 17 is the year in which the application is registered,
- the next 5 digits denote the unique sequential application number in that relevant year, and then
- the last three letters are an abbreviation for the type of application, for example - FUL stands for a Full application, OUT stands for Outline and LB stands for a listed building type of application.

To view online:

- visit the Canterbury City Council home page at www.canterbury.gov.uk Then from the top bar menu select 'planning' then the option to 'view and comment on planning applications'
- Then click on the blue box in the middle of the screen "search planning applications".
- In the search box at the bottom you need to enter the planning application reference number. As explained above each application will have a unique reference – but for viewing purposes you need to input just the year and application number in the search box – so in our example input 17/00001 only, not the full reference of CA/17/00001/FUL.

(CCC's planning call centre should be able to assist with any difficulties – call 01227 862178 Monday to Friday 9am-5pm.)

KCC's Freight Action Plan for Kent

Kent County Council is consulting to update its Freight Action Plan for the county. Since the first Plan was adopted in 2012 Kent County Council have implemented a number of measures to reduce the negative impacts of road freight on residents and visitors in Kent. The latest version of the Freight Action Plan outlines what KCC has done and what it plans to do next. This consultation is an opportunity for people / organisations to express their views, including the extent to which they agree with the actions and approach to freight issues. The Plan outlines five major actions which are:

1. To tackle the problem of overnight lorry parking in Kent
2. To find a long term solution to Operation Stack
3. To effectively manage the routing of HGV traffic to ensure that such movements remain on the strategic road network for as much of its journey as possible
4. To take steps to address the problems caused by freight traffic to communities
5. To ensure that KCC continues to make effective use of planning and development control powers to reduce the impact of freight traffic

The consultation runs until 12 March 2017. The Freight Action Plan for Kent and online questionnaire are at www.kent.gov.uk/freightactionplan. Or send a written response to sam.yates@kent.gov.uk

Invitation to consider asking for a visit from the Rural Kent Coffee and Information Project

In April 2017, Action with Communities in Rural Kent will launch a new service bringing a library of information with a mobile café to rural communities in Kent and Medway. The café will provide a source of information and a friendly, informal meeting place for residents.

Rabbit guards in the vineyards

Cllr Tamsitt was approached by some residents of Derrington Hill about the colour of the rabbit guards on the parish vineyards. Darker green guards have been used at the bottom of the field planted in 2016 but they felt the lighter green from earlier planting is more aesthetically pleasing, and asked Cllr Tamsitt to pass on the view for consideration for the next phase of planting.

A prompt response to the enquiry was given by Charles Simpson on 10 January 2017, as follows:

"These concerns are important to us. For background, the decision making on the rabbit guards is quite a long one - the lighter coloured guards, at the top of the block are actually re-used guards from our 2014 plantation, so are actually 3 years old and the colour has been muted by the elements. We did however have to acquire additional guards to complete our 2016 plantation. We ironically had a choice of colour and gave a lot of thought to how they would look in mass. When we looked at a sample of the guard we thought it would blend in nicely. It was not until most of the new guards went in that we realised it was more obvious that we thought. (At that stage all the guards had been paid for and put in place.) The good news is that these darker green guards will only remain on the vines for two years (and we are one year through that cycle for the 2016 block). We will replace the green guards with black mesh guards in 2018. The latter will blend in significantly better as can be seen from our 2014 plantation. I would also add that the dark green guards will be significantly more obvious now in the winter months when there is no foliage on the vines. As the vines re-grow in the spring, 2017 will be their second and more vigorous year, the volume of foliage will significantly detract away from how obvious the guards are.

For our 2017 plantation, in May, we will endeavour to find a something more aesthetically pleasing to the eye. They come in a range of colours from transparent through to black. We sincerely thought green would blend in the best."

STAFFING MATTERS - The parish council has a staging date of 1 July 2017 for auto-enrolment purposes. At the 1 December 2016 parish council meeting Cllrs RESOLVED that the Clerk should contact the relevant KCC officer to instruct an actuary report for the parish council to join the Local Government Pension Scheme. The Clerk has completed a joining spreadsheet that KCC required to appoint the Actuary to determine the parish council and employee contribution rates. There is no further update as yet.

AMANDA SPARKES, CLERK TO THE COUNCIL