

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

Present: Parish Councillors David Wood (Chairman), Ernie Mullett, Sarah Goulden, Liz Minter, John Brooks and Patti Earl. 3 residents, 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 David Tamsitt (annual leave) and Parish Cllr Stephanie Hollowday (unwell).
2. Vacancy on the council –
The vacancy following Lily Matthews resignation has followed due process with Notices, together with an article in the magazine, and the parish council is now able to co-opt a suitable candidate.
3. Declarations of Interests – None.
4. Minutes of the last meeting - The Minutes of the last meeting held on 02 February 2017 were approved and accepted as a true record of the meeting, and the Chairman duly signed them. Under matters arising the Chairman advised that there had been no residents interested in either donating towards more Christmas lights in public areas or showing them in their own garden.
5. Adjournment for parishioners' questions and comments. A resident spoke about long standing issues of flooding of properties including his own on Derringstone Street. He stated that KCC had acknowledged that records from him logging his concerns date back 16 years. KCC Highways has been doing carriageway repairs and the road level is now higher than the level of house foundations. The resident himself has had to spend a lot on tanking up the side of his house. Kent County Councillor, Cllr Northey, asked the resident to email him all the details with pictures and he would speak to Alastair Coleman the KCC drainage engineer.
Cllr Earl commented that the problem is with the camber of the road and not just down one side of the road. Cllr Wood offered to meet KCC representatives on site if that would help.

The meeting continued.
6. KCC Cllr Michael Northey report - Cllr Northey explained that KCC passed its annual budget on 9 February 2017 - the budget is balanced with a 4 % increase in council tax. Cllr Northey confirmed that services are not diminished. He confirmed that the KCC Elections take place again on 4 May 2017 and he is to stand again.
7. City Cllr report – City Cllr Simon Cook advised that the city council had also passed a balanced budget and kept service provisions. There are two consultations currently: i) Repurposing of the heritage museum (with the artefacts going to the Beaney) and changing it to a Youth Theatre for the Marlowe theatre (CCC would charge a commercial rate and a repairing lease on the building); and ii) a consultation on the Marlowe Theatre to be run as a charitable trust. There is no financial benefit to CCC if this happens and the Marlowe is about to break even this year. The benefit is that a Trust can attract different streams of funding not open to local authorities. Cllr Cook commented that most big regional theatres follow a charitable trust Model. CCC would retain ownership of the actual Marlowe theatre.
Cllr Cook advised that there is a meeting on 22 March 2017 to decide whether to consult residents on an east Kent merger. For the enquiry at the last meeting about the cost to parishes in the future for CCC to provide paper plans for planning applications, Cllr Cook is waiting to hear figures. Cllr Cook also mentioned that there has been a spate of abandoned cars in Barham and Bridge – burnt out – and if they are on public land CCC will deal with them.
Cllr Minter questioned Cllr Cook about lorries parked by the roadside in Bishopsbourne. Cllr Cook explained that CCC don't have the powers to move lorries on, but parking on the slip road at Cold Harbour Lane is illegal and any lorries parked here may be reported to the Police on the non-emergency number 101 as the Police have powers to move them on.
8. Finance – The cheques were authorised and signed.
Other financial matters
RECEIVED the bank reconciliation and bank statements to February 2017 and RESOLVED the signature of a councillor other than the Chairman thereon.

NOTED a BACS payment for the VAT Refund Claim for 1 April 2016 to 30 November 2016, totalling £2,747.35.

NOTED the outcome of the CCC capital grants for 2017/18 (subject to the approval of the corporate budget for 2017/18 at the end of February 2017) - projects scoring over 70 points funded at 75.17%. Barham may receive for replacement street light lanterns £3,683.70 (with a match-funding requirement of 51% too.)

9. Annual Electors' Meeting

A date for this still needs to be determined. At the last meeting Councillors resolved that if available and willing, Mr and Mrs Simpson from the vineyards should be guest speakers. They are willing to do this and are available in June. The meeting must be held by 30 June by law. The date will be confirmed and advertised etc.

10. Village Survey 2016

The Survey invited residents to enter a Prize Draw to win £50. Cllr Wood invited Cllr Cook to do public draw of all the entrants to determine the £50 prize draw winner (a cheque for the resulting winner was subsequently then written and signed.)

The way forward with the responses is to create an Action Plan / steer for the parish council for the next five years. All councillors have been involved in an evening working group meeting – and another one will be set to study some narrative comments. The resulting proposed actions will be brought to the public forum in full parish council meetings. (A report will be given at the Annual Parish Meeting.)

Cllr Wood commented that based on the responses residents are keen for there to be a Volunteer database created. He asked that the Clerk now acknowledge all the residents coming forward from the survey responses. He will do a magazine article and ask any others to come forward too. And Cllr Hollowday will be asked to publish something on Facebook too to invite more volunteers

11. Old Phone Box outside Bell Cottage, Valley Road

Cllrs discussed the possible relocation and options for the use of the Bell Cottage phone box. The survey favourite was for use as a defibrillator. A defibrillator does not need to be housed in a phone box and could go on the village hall wall or elsewhere. There is some concern over whether a defibrillator would actually be used and be of use given the spread out nature of the village, plus the costs to install and purchase are high and there are ongoing costs with replacement special battery and pads. A book exchange has also been mentioned and book exchanges are active in a few areas within old phone boxes.

Cllr Goulden commented that if it is sold what is the money to be used for? She felt there would be no point just adding the money to the reserve account. She proposed that the phone box be sold and the funds from it be put towards a zip wire or similar for young people at the recreation ground. Cllr Wood led a debate over whether to sell it as it is un-refurbished, or to refurbish it and potentially then sell it on for more profit. Cllr Mullett proposed and Cllr Minter seconded and all councillors were happy that Cllr Wood make enquiries to sell it.

12. Saturday Morning Surgeries

At the February 2017 parish council meeting, Saturday morning Councillor surgeries were discussed. It was resolved to run surgeries once a month for a trial period of 3 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 explained that he has checked and the committee room is free on Saturdays. The surgeries will run from 11.30am to 1pm as this seems the best availability around families and activities, and to run on the third Saturday of each month from April 2017. These will now be set up and to run for a 3 month trial. Cllr Wood will advertise them in the magazine and ask Cllr Hollowday to advertise them on Facebook.

13. Street lighting - new electricity supply fixed term contract

The parish council had a 36 month contract with EDF energy for the unmetered supply for streetlights, which ends 28 February 2017. The Clerk has made enquiries about negotiating

better rates now that the bulk of the lights have been upgraded to LED lanterns. UKPN advised that the unmetered supply team had to be consulted. They advised that the parish council is currently charged on an unmetered certificate rate – on how much energy will be consumed in the next year. Because of the material change (to LEDs) a new unmetered certificate was required. The parish council's contractor was commissioned to update the Unmetered Certificate details as charge codes and switch regimes of the equipment installed were required.

The inventory had already been updated by the Clerk and Chairman – the previous contract actually included the zebra crossing beacons and another three KCC owned lights which are no longer to be paid for and included on the parish council's inventory with the energy company. The Clerk will notify KCC and copy in KCC Cllr Northey.

14. Highways

Item c/fwd: Resident's suggestion for a Bus shelter for Derringstone Hill

A bus shelter on Derringstone Hill will initially be subject to highways permission to site one there. A KHS officer should be asked to visit the area with Cllr Tamsitt and the Clerk to look at options and report back – the steward for Barham has just gone on sick leave however.

Item c/fwd: Provision of flower tubs along Valley Road – The permission from cultivation licences submitted to KCC Highways 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 delivery and 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.

Audit and revised inventory of salt bins through the village

On 21 February 2017 the Clerk and Cllr Wood drove all round the village and identified salt bins locations. The inventory list has been updated with one new location added - and four bins needing refilling have been reported by the Clerk (although the locations for three were not available on the KCC Portal to report directly).

Speeding traffic, speedwatch and speed gun

At the February 2017 parish council meeting councillors resolved to apply for a £1000 KCC grant, which has been successful, with the parish council to pay a further £1000 themselves for a start up kit. This is subject to volunteers coming forward. The Police speedwatch rep has offered to hold a speedwatch demonstration with the new potential volunteers. The Clerk has since contacted the 17 volunteers coming forward from the village survey – but only 5 have replied which is not enough to run a new scheme. The Clerk was asked to write to them all again that the project will not ahead if no-one else comes forward. Cllr Hollowday will be asked to post on Facebook and Cllr Wood will also do a magazine article asking for more to come forward.

C/wd: 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. The item is very expensive though and proper budget consideration will be necessary to progress it.

C/fwd: KCC devolution of the grass cutting of highways verges/hedges 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. Maps and initial information were received and additional maps and details since also obtained. Cllr Wood and Cllr Mullett will speak again to the parish council's contractor about the potential for takeover and a quote.

15. Open Spaces

New signage for Brickfield recreation ground "Parking at own risk" – these are now made up and Cllr Wood will fix them to the gate posts.

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 in September) will do another one with Cllr Wood in March.

Next litter pick - A date is yet to be set for the next litter pick. Cllr Wood will book a date and the hall; ideally a Saturday afternoon – and the event will be advertised and an application pack to CCC completed.

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. The fencing, water supply and rotovating is now complete. The Clerk will invoice BAA the £50 per year peppercorn rent from 1 March 2017. She will also check that BAA now has their own PLI.

Dog mess

After the February 2017 meeting the Clerk researched and purchased biodegradable pink fluorescent spray to highlight dog deposits. This is being used by a resident to highlight the mess.

Electricity to the village green

A resident contacted the Clerk and suggested that the parish council arrange a lockable cabinet with an electricity supply to the village green – this could be really useful for events etc. All councillors agreed this would be a good idea and the Clerk will make enquiries about it to UKPN.

Dog poo bag dispensers and dog poo wormery

The provision of a dog bag dispenser with a single pull mechanism and the provision of a wormery (filled with worms that eat dog waste) on the National speed limit repeater pole at South Barham Road alongside Ford Lodge/Heaslands Barn has been discussed at recent meetings. Cllr Minter proposed and Cllr Mullett seconded and it was resolved that the Clerk will now place an order for a wormery, bag dispenser and 1250 compostable bags. A wormery to be fully up and working will take six months – and when ready the manufacturer will deliver it.

Bonfire stack at Brickfield Recreation Ground

The old bonfire stack needs clearing. It has to be treated as hazardous waste. Cllr Mullett had obtained a quote of approximately £1500 (depending on the number of loads to take it away) to remove it and re-seed the area. Cllr Minter proposed and Cllr Books seconded that this be done. It will be done in the summer.

Actions from arboriculture survey of all trees on parish council land

Replacement / new trees

NOTED the very generous donation of £250 from Mr and Mrs Risby towards the new trees at Fox Way. Another two residents may also give donations – the Clerk is talking to them.

Dead trees and trees needing attention have conservation area permission until 2018 from the arboriculture survey undertaken previously. 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.

Cllr Goulden met with the Chairman, Mr Griffiths, of Men of Trees. They are a national organisation and very active in Kent. She and Mr Griffiths went around the village.

- i) Rabbit Hole and the old cricket field: Cllr Goulden commented that trees along Rabbit Hole need urgent attention. The old trees to come out also need taking out now. Cllr Wood and Cllr Mullett will deal with this. The Men of Trees will give 17 new trees for the cricket field. The new trees will be as replacement and given in October/November for planting (as the best time to get established) – and with rabbit proof guards. The Clerk will add an agenda item to the next meeting for discussion on what species to request as replacements.
- ii) Cllr Goulden now has a couple of Great White Cherry trees, to be planted on the village green
- iii) Village Green – For the village green, Cllr Goulden explained that she has looked at the options. There will be 5 new trees planted on 6 March 2017 on the village green along The

Street perimeter. These will cost £48 each plus cages, stakes and planting and labour. The big tree by the Old Bakehouse is to be removed too as any tree work to it would infact kill it anyway. CCC will need to give tree work permission for this – they will want a photo taken too, which the Chairman asked Cllr Goulden to arrange for her or someone else to do.

- iv) Cllr Goulden commented that the new trees at the village green will need watering. This was discussed. The parish council is happy to pay for the service – perhaps the Fifth Trust may do this?
- v) Cllr Goulden asked that a thank you be printed to The Men of Trees in due course in a future magazine. Cllr Wood commented that the benches here will need attention soon, as the wood is warping etc.

18. Footpaths and Rights of Way

For the footpath opposite the entrance to Out Elmstead Lane turning up to the woods – new fences have appeared over the last two years - possibly barring a public right of way without authority? Cllr Brooks explained that the land has been used for decades but now fenced off although there is still access to the permissive bridleways. A notice was posted on a gatepost on site in 2015 dated 12/03/15, but only came to the parish council's attention at the February 2017 parish council meeting. It is believed that if a continuous unimpeded use for 20 years plus, prior to the posting of the notice can be proven then there might be a case for recourse.

Cllr Brooks and a resident and footpath warden have been making enquiries. There has been an email sent with a link for making a claim to secure the future of the footpaths concerned:

<http://www.kent.gov.uk/waste-planning-and-land/public-rights-of-way/correct-the-rights-of-way-map>

Cllr Goulden explained that she has looked at the details of the Highways Act 1980 s.31(6). It really does need a paper record. Cllr Goulden suggested this would need professional advice and a professional surveyor. Her personal feeling was that it is a difficult case to win.

Cllr Minter offered to make some enquiries and speak to Adisham parish council who may have had a recent similar experience.

The Clerk will contact KCC in the meantime, in writing, to record a Barham parish council objection. There are some residents who may do witness statements of 20 years plus use.

19. External organisations

The Clerk had received a request from the PTA to use the village green for a community May Day event on 6 May 2017. All councillors were happy to allow this. The Clerk will reply to the PTA.

NOTED that the Rural Area Member Panel meeting on 13 March 2017 will include the review of the parish charter in advance of it being considered by the Policy and Resources Committee in April.

NOTED the Lord Mayor event on 16 March 2017 for Canterbury's parish council Clerks and Chairmen – the Clerk and Chairman are both going to attend.

Online meeting - To discuss Local policing concerns

Police Community Support Officers (PCSO) Lisa Williams and Nathan Mullins of the Canterbury Community Safety Unit, will host a web chat on 03/03/17, between 6pm and 7pm, for residents living in North Nailbourne, Barham Downs and Little Stour. The hour-long web chat will give people the opportunity to raise any policing concerns they may have. Residents can join PCSOs Williams and Mullins for the online meeting by visiting <https://www.kent.police.uk/services/online-meetings/> and can also sign up to receive an email reminder of the event. Those who are unable to make the meeting will be able to read the conversation in the week after the web chat.

Residents can subscribe to a district e-newsletter to get the latest results, recent crime updates as well as crime prevention advice at <https://www.kent.police.uk/advice/enewsletter/> to sign up.

KALC to sit on the Kent Estates Partnership

The Kent Estates Partnership, formed in September 2016, comprises public sector partners, national and regional agencies, principal authorities, emergency services, health and higher / further education and other organisations across Kent. The aim is to identify opportunities where there can be collaboration on estates projects (<http://www.kentestatespartnership.com/about/>).

The Kent Estates Partnership has 4 ambitions:

- Supporting the release of all land assets across the County to develop 10,000 houses over the next five to ten years.
- Identifying and developing partnership led town centre/coastal community projects that support regeneration, economic growth and the well-being of Kent's communities.
- Developing a framework for collaboration between public sector bodies that delivers seamless public asset management and estate services.
- Identifying opportunities through innovation for synergy, service integration and co-location of public sector services that deliver efficiency savings and or enhanced service/policy outcomes.

KALC were invited to join the Kent Estates Partnership Board. Being on the Kent Estates Partnership Board provides KALC an opportunity to network and work in partnership with key organisations across the county and to represent the interests of member Councils. KALC will highlight any opportunities and/or provide information that might potentially affect member councils. KALC will not be drawing up plans, or supporting the management of funded bids, but will assess each business model brought forward against the criteria set out above. KALC will keep Councils informed of the progress of work on the Kent Estates Partnership Board.

River Group agenda item to February (and June) 2017 Joint Transportation Board meetings

The Clerk and Chairman met with the River Group secretary, KCC Cllr Martin Vye and two other parish representatives on 14 February 2017. There is a note going to the Joint Transportation Board meeting on 28 February 2017. (The Joint Transportation Board (JTB) is a hybrid of city and county councillors to cover all things highways related (including parking). This has come about because the River Group at their meeting in November 2016 expressed disquiet at the KCC Drainage team. The River Group have been talking to the Drainage team since the river group was formed in 2001 and there are concerns over the lack of (or perceived lack of) maintenance and apparent mismanagement and very poor communication between the KCC Drainage team and members of the river group, parish council representatives, the community and contractors. The report has been seen and approved by Max Tant, the KCC Officer who chairs the multi-agency group for the valley) and also seen by the Environment Agency. A copy of the draft note has been circulated to river group members and onwardly to Barham Parish Councillors by the Clerk.

For Barham – the historic bridges at the ford at Railway Hill and Out Elmstead Lane are not included in the JTB note, but are both still in the plan and are medium term actions.

Additionally, computer modelling of the river all along the valley has been ongoing over the last 18 months or so, and different options for works are being trialled. The results of this will be published and shared soon.

The river group secretary also confirmed that Paul Kent of Southern Water has championed the valley for a number of year and an innovative scheme at Bishopsbourne is coming to fruition very soon.

The JTB meeting note seeks requests for action/improvements. KCC Cllr Northey confirmed that Cllr Vye gave a good report. Cllr Vye is however retiring at the next KCC elections in May 2017 – if re-elected Cllr Northey will takeover Cllr Vye's role on the river group.

Cllr Northey commented that 1/3 of a million drains are dealt with by KCC – and most are working.

20. Clerk report – the Clerk report had been circulated as a separate appendix to all councillors prior to the meeting. This included the following:

New Locality Guide "How to keep it local"

A new guide produced by Locality "How to Keep it Local – Five step guide for councillors and commissioners", has been flagged by the National Association of Local Councils. The guide aims to help "create a better commissioning environment - that supports local communities, maximises the value of limited resources" and provides practical tips and some case studies which should be helpful in any future engagement with a principal authority. Read it at

<http://locality.org.uk/our-work/campaigns/keep-it-local/>

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.

21. Planning

New planning applications:
- CA/17/00275/FUL – 21 Heathfield Way - Proposed two-storey side extension with dormer to rear elevation. - CA/17/00283/FUL - Marshall Ney, Valley Road, Barham - Proposed single-storey side extension. - CA/17/00233/ FUL - Derringstone Hill Farm, Derringstone Hill - Proposed single-storey detached dwelling following demolition of farm outbuilding.
Notifications
- CA/16/02333/LB – Dane Cottage, The Street - Listed building consent for replacement windows from timber to upvc. REFUSED - CA/16/02635/FUL – Tanglewood Cottage, 6 The Shrubbery - Proposed porch to the front elevation GRANTED - CA/16/02668/FUL – Sydney House, Derringstone Hill - Formation of new access to Derringstone Hill GRANTED - CA/16/02688/FUL – 7 The Shrubbery - Proposed single-storey extension to rear GRANTED by CCC - CA/16/02492/FUL – Arter Brothers, Eagle Motor Works, Old Dover Road: Proposed 10 x dwellings following demolition of existing commercial buildings REFUSED by CCC - CA/16/00584/FUL – Millfields Farm, Railway Hill: Change of use from stable to meat processing facility GRANTED - CA/16/02851/FUL – Uppingdene House, Derringstone Hill -Two-storey rear extension, double garage and entrance porch GRANTED
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)).

22. Cllr items

Cllr Goulden suggested that the Barham parish council meeting dates could go under forthcoming events in the magazine. Cllr Wood offered to speak to the editors about this.

Cllr Brooks commented that the footpath through the Churchyard needs re-tarmacing, and asked if the parish council may consider a donation as it is not used exclusively by church goers. The Clerk explained this would need two quotations and for the donation request to be published on a future agenda.

Cllr Minter explained she is to still to walk the footpath to Kingston with the Clerk and there will be an agenda item as appropriate for discussion.

Cllr Earl commented that the bends by the Church are dangerous, especially from vehicles coming from the A2. What can be done to help? KCC Cllr Northey commented that the problem exists all over Kent in picturesque villages and there isn't really an answer or available budget at KCC. There could be possible gateways or a rumble strip – Cllr Mullett kindly agreed to investigate further and get a price.

The meeting closed at 9.30pm.

Future meetings of the Full Council: in the village hall. For 2017: 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