

## **Barham Parish Council**

### **Minutes of the meeting held at 7.30pm on 05 September 2019**

Present: Parish Councillors David Wood, John Brooks, Gary Graham, Liz Minter, Stephanie Hollowday and Diane Tatt. Clerk Amanda Sparkes.  
Two members of the public.

1. The Chairman's opening remarks and apologies for absence:

Cllr Wood welcomed everyone to the meeting. Apologies for absence were received and accepted from Parish Councillor Stuart Eccles (work commitment), Parish Councillor Ernie Mullett (unwell) and Canterbury City Cllr Mike Sole and KCC Cllr Michael Northey.

2. Vacancy on the council – Electoral services have said that the parish council may co-opt when there is someone suitable to fill the vacancy. There has been no interest at this time.

3. Declarations of Interests – Cllr Brooks declared a non-pecuniary interest in Agenda item No. 8 (the request for a donation towards tree works at the churchyard) as he is a Church warden.

4. Minutes of the Meeting held on 04 July 2019

The Minutes of the last full parish council meeting held 04 July 2019 were approved and accepted as a true record and the Chairman signed them.

5. Matters Arising from previous meetings:

- A dog bag dispenser had been purchased in 2018-2019 with a view to install it alongside a dog poo wormery at South Barham Road. (The bag dispenser is not yet installed anywhere). But the wormery company did not fulfil the order. Cllr Tatt has found that the company appears to be operating again and has an address. The Clerk will send a recorded delivery letter about the unfulfilled order.

- The increase in the number of TIR lorries using the Elham Valley to get to the Channel Tunnel  
The road past Breach towards Elham is totally unsuitable for lorries. It is an unclassified road, not even a B road. A formal request has been made to KCC Cllr Michael Northey asking for signage stating "Unsuitable for heavy vehicles" along the route. Cllr Christine Barnett, Chairman of Lyminge Parish Council, was in attendance at the July 2019 parish council meeting and confirmed that Lyminge Parish Council would like to push for the signage. Lyminge also has a problem at the other end of the Valley with lorry drivers ignoring their commercial satnavs and using google maps on their iPad instead.

Cllr Barnett advised that Elham Parish Council may also support the call for signage with a pinch point and vehicle parking on the High Street leading to vehicle damage, and she felt that Newington Parish Council would also support.

Cllr Northey has suggested that all the Chairs of all the parish councils along the Valley Road could put in a co-ordinated request to him and the other County Member along the route, Cllr Susan Carey. There will be a need to take technical advice from Kent Highways Officers. There would be a cost for a Traffic Regulation Order in the region of £2385 plus £500 per new sign, but if all parishes contribute the amount may be shared.

The Clerk will contact the other parish councils including Bishopsbourne, Bridge and Kingston and ask them to make this one of their meeting agenda items and report back.

- Item deferred from previous meetings: A lot of the offending lorries seem to come from Gomez – The Clerk will email the manager of Gomez to ask if Cllr Wood, Barham Clerk and Chair of Kingston may visit to speak to him.

6. New bin requests

UPDATE re the requests to CCC for new waste bins:

- i) CCC has agreed to pay for and install a new general waste bin at the large layby opposite the junction of Derrington Hill with South Barham Hill, which is welcomed.
- ii) CCC will only agree to a new bin for The Grove provided the parish council both pay for one – and agree to fund the ongoing revenue costs for the emptying of it. The Clerk has gone back to the officer and asked how much this would be, and has also questioned why

the collection costs would fall to the parish council as Serco already collect from the village – all along the Valley Road and at the play area 100m away.

7. Adjournment for parishioners' questions and comments. A resident spoke to item No. 8 a request for a donation to the Church for tree works. There being no other questions the meeting continued.

8. A request from Barham Church wardens for funding for professional tree works to be undertaken to trees in the churchyards

A Church Warden had provided separate information prior to the meeting which had been sent to all councillors and copies brought to the meeting. He explained that church wardens have done a lot of work in the past year cutting back ivy from walls, graves and trees, and planted bulbs. But some trees need professional attention and CCC formal approval for tree work has been obtained. The Church has had volunteers undertake small tree work but other work requires a professional tree surgeon and a quotation has been obtained. Urgency of the need for the work varies from tree to tree. The most urgent is the large Yew that stands behind the memorial garden – its branches have spread over several years and are now near the North window of the Church. The Church Warden confirmed that he was asking the parish council for a donation, ideally 50% or more of the costs.

The land is still owned by the PCC not the parish council. The PCC should have insurance and PLI done on it.

Cllr Wood commented that it is the parish council responsibility to maintain the trees to a minimum requirement but the parish council is happy for the PCC to do works as well. Cllr Minter commented that there is no problem with tree works being done but she suggested that a further quote was needed. The Church Warden agreed to seek cheaper quotes.

The work needed could be done over two years. No tree is currently dangerous. The Willow tree however does have dead wood in it.

Cllr Wood proposed that the parish council pay for work to the Willow tree ideally with a donation from the PCC when the further quotes are obtained.

The Clerk will bring details of further quotes to a future meeting when the Church Warden has furnished them, for further discussion.

The Church Warden also brought up the grass cutting of the churchyards, commenting that it has been very sporadic this year and not entirely satisfactory. The long grass has still not been cut back and the rubbish mound has now built up but cannot be burned until the long grass has been cut. The Clerk will check the maintenance schedule agreed with the contractor and also get a quote for him to do the next season's maintenance, to inform budget setting in November. The parish council resolved that a second tender should also be sought.

9. CCC Cllr Mike Sole report

Canterbury City Councillor Mike Sole had given apologies for the meeting but sent the following report:

After several residents raised with me the issue of foreign lorries and coaches driving on the wrong side of the road after exiting the A2 slip road at Bishopsbourne I am pleased to be able to let you know that action will be taken.

It has been agreed that large white arrows will be painted on the road within the next two months to remind drivers to drive on the left. It was very helpful to have reports from residents and dashcam footage to support this action being taken.

The City Council has now agreed to declare a climate emergency and I am one of the councillors on the working group that meets for the first time this month to drive this forward.

At the last Rural Forum meeting, where residents and councillors can come together to discuss issues, I asked that earlier notice be given to items to be discussed and I am pleased that this has happened. At the next meeting on 16 September, Stagecoach will be represented and there will also be details about a seminar about Parish Council Engagement.

Canterbury City Councillor Mike Sole

10. Finance - the cheques were authorised and signed.
- o RECEIVED the bank reconciliation and bank statements for July and August and RESOLVED a Cllr signature thereon other than the Chairman.
  - o For Annual Return 2018-2019 – NOTED the Conclusion of Audit by PKF Littlejohn. The Notice has been published on the noticeboards and parish council website.

#### A capital project for the CCC Parish Council Capital Grant scheme 2020-2021

Barham Parish Council had a stall at the school fete on 06 July on which would be the favourite item for the possible provision of a Zip Wire; a Basketball Hoop; or Outdoor Gym Equipment. The Zip Wire was favourite, followed by an outdoor gym. The parish councillors were all in agreement therefore that an application for a robust zip wire be made, and the 50% match funding requirement was noted.

11. Rural Housing – an exception site: The sites search has been completed, and the parish council resolved at their 06 June 2019 parish council meeting to appoint English Rural Housing Association to work with the Rural Housing Enabler - to progress a Local Needs Housing scheme (landowner agreement permitting) on land at the rear of Crookenden Place and Oxenden Way. The units built will remain as affordable for tenants with a connection to the village, in perpetuity, with no right to buy – and the project is being progressed as a Local Needs Scheme, where English Rural will lead and fund the scheme.
- The Rural Housing Enabler and English Rural representative have held a meeting with the landowner. English Rural are now preparing an indicative layout and talking to the landowner.

#### 12. Publicity & Communications including website

The updated Village Survey Action Plans (one for the Village and the one for Children and young people, and a “Completed/Achieved/Abandoned” list) are available to view on the parish council website.

#### Facebook

Cllr Hollowday explained that there had been posts about some temporary ‘buildings’ that had been parked on a field by the open churchyard – but these do have the landowners’ permission and are to be kept there temporarily until they are sold. Cllr Wood advised that there is no registered public right of way where these structures are.

#### 13. Highways matters

NOTED that a formal application for a section of double yellow lines by The Causeway was submitted on 29 July 2019 to CCC for the formal annual public consultation on requests due in the Autumn of 2019.

#### Flashing speed sign

Following feedback from Kent Highways re the two different options and advice on suitable locations in the village for a Speed Indicator Device, Cllrs considered the information in the Clerk report and whether to progress either a Fixed or Moveable device. Both cost roughly the same at £7,000 - £9,000. But the static sign needs supporting evidence and a speed survey which has additional costs. The moveable device displays the actual speed but must be moved between locations (or removed) under national legislation at least every two months. Cllr Wood advised that the speedwatch volunteers have said they would be prepared to take on this responsibility. He explained that he had also spoken to the Kent Police Speedwatch manager and one of the devices also collects data on actual vehicle numbers and speeds, so it could be useful for other statistics.

For the moveable device, up to six locations for poles may be installed. Cllr Wood and the Clerk had researched six possible locations for posts.

All councillors favoured the moveable option, the Speed Indicator Device (SID). Cllr Minter felt that residents may be willing to support the provision and donate or sponsor a post perhaps? She agreed to investigate the possibility of crowd funding and/or posting this on Facebook.

The Clerk will now contact the KHS officer and ask to progress this initially with seeking agreement for the suggested locations. A final order to be subject to agreed locations and budget.

### Street lighting Electrical Testing and Structural Inspections

The street lighting contractor has been instructed on 08 July 2019 to go ahead with the five-year inspections. He has advised that the inspections on all the lighting stock will be at a single Lamp post Rate. The Rate for this Electrical / Structural Inspections will be 62.44 per Unit including Documentation and Certificates.

There are 51 columns – so £3,184.44. The parish council made budget provision over the last 2 years to cover the cost, plus a little reserve in case any need attention/remedial repairs or replacement. The inspections are booked for mid-September.

### Bollards to protect tree roots at The Shrubbery

It was reported to the June 2019 meeting that the Horticultural Society members have written to the Clerk, concerned about compaction of the tree roots at The Shrubbery caused by cars parking by the trees and over their roots. At the July meeting, Cllrs discussed extending the line of bollards in Valley Road. The bollards do keep the cars off the verges and in fact parked cars on the road can act to slow down the traffic. (Kerbs/coping stones would of course be better but would cost much more and Highways would need to do this work).

Cllr Wood and the Clerk have measured the verges on Valley Road and a quote for 60 new bollards at approximately 405cm apart is £3,678.80 (£58.48 per bollard plus £170 for a skip). Cllr Minter proposed, Cllr Hollowday seconded and all councillors indicated that they were in agreement that this should be progressed. Cllr Wood explained that Kent Highways officers' verbal permission was given for more bollards on a drive around earlier this year and formal permission will now be sought and when this is received the Clerk will appoint the contractor.

### 14. Open spaces

NOTED that the annual ROSPA play area inspections for both play areas were undertaken in July. Cllr Wood commented that he is going to ask to attend next year's inspections with the Inspector although this does cost extra.

A matter arising from the inspection report for Brickfield Recreation Ground is whether to remove the decaying small stakes by the entrance to Brickfield Recreation Ground and if so whether to replace them with new ones and/or extend the line also. All councillors wanted to keep them – and extend them. The Clerk will seek a quote from the contractor.

NOTED that the Six-monthly councillors play areas visual inspections is now due – Cllr Hollowday and Cllr Graham to arrange one for September/October

NOTED that the next Community Litter pick event is to be held on Saturday 02 November 2019 between 2pm and 4pm starting from the village hall

Litter Pick - NOTED that next Community Litter pick event will be held on Saturday 02 November 2019 between 2pm and 4pm starting from the village hall

### Possible new replacement Village Sign for the Village Green

The Clerk has sourced a company that make a variety of bespoke village signs.

There are various options for a complete design and production package:

1. Cast aluminium - £2,500 single sided – produces a long lasting paint finish that won't erode but will benefit from being repainted from time to time (probably every 10 years)
2. Hand carved in English Oak - £3900 single sided (may be left as Oak or painted but is less durable than the other 3 options)
3. Pierced Metal - £3,500 double sided – finished in black stove enamel to achieve a hi-silhouette design
4. GRP (Glass Reinforced Plastic) - £1,900 double sided – less expensive but extremely durable, and guaranteed for 10 years.

Councillors favoured Option 3, a pierced metal sign, which although the second most expensive is double-sided.

Cllr Wood suggested that he speak to a trustee of the Nailbourne Community Store about whether they may offer a grant. Cllr Minter suggested that the Clerk and Chairman speak to a resident blacksmith in the village who may be able to produce one. Any quote will come to the next meeting.

#### 15. Footpaths & Rights of Way

Cllr Wood explained that he and the Clerk had walked several public rights of way between Out Elmstead Lane and The Shrubbery and problems with stiles have been reported. He will try and speak to PROW officers at their Brabourne office. Cllr Tatt said that she would speak again about the old stiles on the footpaths CB227 and CB228 heading from Out Elmstead towards The Street as she still felt that replacement with gates would be preferable.

#### 16. External Organisations

Barham with Kingston WI has now reached its centenary and raised £1684.14. £500 will be given to each of the parish councils. The WI will be presenting the cheques at their 12 September meeting which Cllr Minter will attend on behalf of Barham Parish Council.

NOTED that written confirmation has been sent to Barham Village Hall committee that Barham Parish Council will meet the ongoing maintenance costs of both defibrillators being donated to the village (to be located at the village hall and the Church) – ie. Replacement pads in the event of being used or past expiry date, and replacement batteries when required. Also NOTED that the defibrillators have been added to the parish council's Fixed Asset Register and Insurance Schedule.

Cllr Brooks confirmed that one of the defibrillators is now insitu inside the Church and that the Nailbourne Community Trust is to provide a cabinet for it in due course.

#### 17. Clerk Report

The Clerk report had been circulated to all councillors prior to the meeting. Items are incorporated elsewhere in the Minutes.

#### 18. Planning Matters

| New planning applications:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                          |
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| 10.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CA/19/01201/FC – Breach Farm, Elham Valley Road<br>Retrospective change of use of agricultural barn to storage and woodmiser operations                                                                                  |
| 11.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CA/19/01346 - Elmstone Court, Out Elmstead Lane, Barham CT4 6PH<br>Listed building consent for external/internal alterations including construction of new kitchen.                                                      |
| 12.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CA/19/01345 - Elmstone Court, Out Elmstead Lane, Barham CT4 6PH<br>Single-storey rear extension following demolition of 2 no. single-storey lean-to rear extensions.                                                     |
| 13.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CA/19/01409 - Invale, Valley Road, Barham, CT4 6PL<br>Proposed detached single-storey dwelling with associated parking and landscaping, together with modified access, hardsurfacing, boundary treatment and planting.   |
| 14.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CA/19/01421 - The Bear trap, Rabbit Hole, Barham, CT4 6QF<br>T.P.O. No. 1_ 1953_ BAR - proposed removal of 2. No. Hawthorns to be replaced with thornless saplings. <i>(This application has now been withdrawn)</i>     |
| 15.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CA/19/01389 - The Bear Trap, Rabbit Hole, Barham, CT4 6QF<br>Proposed siting of a 2.42 x 6.06 m shipping container for the purposes of secure storage. <i>(This application has now been withdrawn – see text below)</i> |
| 16.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CA/19/01497 - Pennies, Railway Hill, Barham, CT4 6PZ<br>Proposed detached single-storey outbuilding. Comments must arrive on or before <b>30 August 2019</b> .                                                           |
| 17.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CA/19/01517 - Broome Court, Canterbury Road, Barham, CT4 6QX<br>Proposed conversion of barn into annexe and car port. Comments must arrive before <b>06 September 2019</b> .                                             |
| You can view and comment on applications online at <a href="https://www.canterbury.gov.uk/planningsearch">https://www.canterbury.gov.uk/planningsearch</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                          |
| Notifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                          |
| <ul style="list-style-type: none"> <li>CA/19/01118 - Breach Farm, Elham Valley Road, Barham<br/>Proposed agricultural storage building. GRANTED by CCC</li> <li>CA/19/01201/FC – Breach Farm, Elham Valley Road<br/>Retrospective change of use of agricultural barn to storage and woodmiser operations – CCC decision: Farming – Approval of detail</li> <li>CA/19/01098 - 10 Fox Way, Barham, CT4 6QJ<br/>Proposed single and two-storey side and rear extensions. GRANTED by CCC</li> <li>CA/19/01153 - Patches, Gravel Castle Road, Barham, CT4 6LG<br/>Proposed single-storey garage and workshop following demolition of existing garage. GRANTED by CCC</li> <li>CA/19/00921- Days Cottage, Railway Hill, Barham, CT4 6PX<br/>Application for listed building consent for external alterations including replacement of cement render to side elevation with lime render. GRANTED by CCC</li> </ul> |                                                                                                                                                                                                                          |

- CA/19/01175 and 19/01176/LB - Barham House Nursing Home, The Street, Barham, CT4 6PA  
Application for listed building consent for replacement of existing timber frame single glazed sash windows with UPVC double glazed sash windows. WITHDRAWN

19. Councillors' items

Planning applications above for the Bear Trap youth football club

Cllr Tatt spoke about the two planning applications above for the Bear Trap youth football club— now withdrawn. For the removal of hawthorn planning officers have advised that the TPO order applies and work is not allowed, but they are self-seeded and not valuable and is Hawthorn covered by a TPO?

For the provision of a container a previous planning officer no longer in CCC employment had seemed quite amenable but current planning officers wanted elevations and a floor plan but also advised they would refuse the application anyway as it is in the historic garden of Broome Park. Cllr Wood offered to speak to CCC Cllr Mike Sole about these responses.

Offer of a memorial bench

NOTED a kind offer has been received to donate a memorial bench in memory of Barham resident Alan Nelson. This was discussed at the Village Hall Trustees' meeting held on 2 September 2019 and they have agreed to offer space at the village hall.

The Atherton family

Cllr Wood commented that bearing in mind all that the Athertons have done for the village and following the recent passing away of Mr Atherton, residents have asked if the parish council might consider recognising their valuable contribution to the community over the years.

Bench at entrance to Out Elmstead Lane

Cllr Tatt commented that the dilapidated bench at Out Elmstead Lane could be considered for replacement.

The meeting closed at 9.15pm.

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*

**Future meetings: Full Council:** in the Grabham Room in the village hall: 03 October, 31 October (- changed from 07 November now cancelled), 16 December 2019.

**And F&GP meeting dates *should these be required:* in the committee room:** 10 September, 23 October, 13 November 2019.