

Barham Parish Council

Minutes of the meeting held at 7.30pm on 16 December 2019

Present: Parish Councillors David Wood, John Brooks, Gary Graham, Stephanie Hollowday, Stuart Eccles, Ernie Mullett, Liz Minter and Diane Tatt. Clerk Amanda Sparkes.

Four members of the public (three for just part of the meeting).

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

Cllr Wood welcomed everyone to the meeting. Apologies for absence were received from Canterbury City Cllr Mike Sole and KCC Cllr Michael Northey, although they had sent a report to the Clerk which is included below.

2. Vacancy on the council – A resident has previously indicated an interest in the vacancy but was unable to attend the meeting to be considered for co-option. He will attend the next (6 February) parish council meeting when the parish council will formally consider him for co-option to the vacancy. Someone else has also expressed an interest to one of the councillors, and if they should contact the Clerk to progress this, they may also be considered at the February meeting, although there is only one vacancy.

3. Declarations of Interests – None.

4. Minutes of the Meeting held on 31 October 2019

The Minutes of the last full parish council meeting held on 03 October 2019 were approved and accepted as a true record and the Chairman signed them.

5. Matters Arising from previous meetings:

- NOTED that the Chairman and Clerk have installed the dog bag dispenser on South Barham Road. Cllr Hollowday commented that this has received several favourable Facebook posts.
- The Clerk has been in contact with all parish councils along the Elham Valley route, regarding the suggestion for signage along the route of "Unsuitable for heavy vehicles". One reply (Bishopscourt) is outstanding, and Elham and Bridge parish councils have replied that they are not interested. However, Kingston, Lymington, and Newington are supportive. The Clerk will continue to progress this and make enquiries about whether a TRO is actually needed for advisory signage.
- 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 but it is not yet installed.
 - 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 explained that she has still not yet received any reply from the officer about costs and justification for this, and has chased several times. City councillor Mike Sole has also chased via the Chief Executive (although also without a reply yet).
- The Barham Church warden was present at the meeting. He had been asked at an earlier meeting to return with further quotes for professional tree works to be undertaken to tree(s) in the churchyards. He presented a further two to the councillors. He explained that the Willow tree located between three grave stones is the PCC priority, and requested that the parish council consider funding this one, with the PCC themselves funding a further two trees needing attention. Cllr Minter and Cllr Mullett questioned the lack of an approach to Mr Andrew Clough. Cllr Hollowday commented that she understood that it is in everyone's interests to keep the churchyard looking nice. After some discussion, the warden was asked to get in writing that the Willow is dangerous and also get a quote from Mr Clough and bring this to the next meeting.

Cllr Wood gave a reminder that the grass cutting of the open churchyard is not the responsibility of the parish council and that the PCC has been given 12 months' notice that responsibility will pass to the PCC in April 2020. However, he asked that an agenda item be added to the 06 February 2020 parish council meeting for the parish council to consider a grant to the PCC for grass cutting.

Cllr Wood also confirmed that the Clerk has written to the Chair of the PCC requesting a single PCC named contact to liaise with the Clerk only, and not to give any direct instruction to the parish council's contractor. Any requests in future should be through the Clerk.

6. There was a short adjournment for parishioners' questions and comments. A resident commented that the additional Christmas lights through the village this year look lovely.

Two residents raised long-standing concerns about HGVs using The Street and Church Lane, causing obstruction and repeated damage to residents' properties. A resident commented on issues around ineffective signage; lack of width restrictions; lack of HGV sat-navs; lack of Police enforcement and weight restriction; and inadequate signage for the Simpsons vineyard with their entrance being missed by drivers as there is only a sign on one side of the road and it would be better to have two.

Cllr Minter commented that the damaged properties are listed buildings, one being a 13th Century old hall house. Cllr Wood felt the real solution was enforcement. Cllr Minter, Cllr Hollowday and Cllr Tatt felt that a physical width restriction is the answer, with the best location(s) being at the entrance to The Street by the bridge, and also ideally at the top of Church Lane too.

Clear signage for drivers coming from the Gomez direction stating the A2 slip road is also required.

Cllr Wood offered to visit the Simpsons.

The Clerk will write to Highways with the residents' information and photographs and explain about the listed buildings. She will ask highways officers to review the information and signage (both the wording and locations) and access, and also ask for suggestions for improvements and whether a Traffic Regulation Order would be required for any works.

The residents commented that they may consider approaching the press and the local TV in due course also if no action is taken.

The meeting continued.

7. Canterbury City Councillor Mike Sole's report:

Parish Council Report – December

The recent parish council workshop was well attended. It was a good opportunity for parish councillors and city councillors to exchange views and to work with city council officers.

Communication between the City Council, City Councillors and the Parish Councils was highlighted as an area that needs improvement. There are five parish councils in the Nailbourne Ward and I attend most of their meetings and send a report when I am unable due to diary clashes. There is however no requirement for City Councillors to attend and I was surprised to hear from some parish councils that they have never even met their City Councillor.

As a representative on the City Council Climate Emergency Working Group I am pleased that steps are being taken to help move the council forward to being carbon neutral by 2030 and also helping others to do so. More information will follow on this as things develop. *Cllr Mike Sole*

8. KCC Cllr Michael Northey report:

There is hardly anything to report, and indeed after the turmoil of the KCC Leadership changes and the national election, only now have many of us stopped being distracted from routine business. Will admit I am not quite recovered from the exhaustion of the general election campaign. Everything is ticking over however and I hope to have more to report in the New Year. I notice the SID proposals with interest.

Then only thing to report is the latest pothole repair figures. Since 1 Jan to 6 Dec, so nearly the whole year now, KCC has patched a total of 1,100,771 sq. metres, and in Canterbury District this is 67,748. It is noticeable I am getting a lot less complaints about potholes, and the roads do seem a lot better than they used to be.

With very best wishes to everyone for a happy Christmas and New Year. KCC Cllr Michael Northey

9. Finance - the cheques were authorised and signed.

- RECEIVED the bank reconciliation and bank statements for October and November and RESOLVED a Cllr signature thereon other than the Chairman.
- NOTED that a capital grant application was submitted for a Zipwire to the CCC Parish Council Capital Grant scheme for 2020-2021 – total project cost £9,821.80. NOTED that CCC's Community Committee resolved

Option 3 - to fund all projects at 72.5% uplifted by the individual parish council's score over the average score. Barham Parish Council will receive a grant of £3,853. The capital grant budget forms part of the budget that is presented to Full Council in February for approval and assuming approval, the parish council will be issued with a funding agreement for signature in March with funding paid in April 2020. Cllr Wood asked councillors to consider the best location for a zip wire and for this to be discussed at the February 2020 parish council meeting.

- o As per previous discussions the parish council needs to have a new website provider. Cllr Graham proposed and Cllr Hollowday seconded and all councillors indicated with a show of hands to appoint KCC Cantium as the new parish council's website host at £995 for the first year and £675 for the subsequent years (based on a 3-year contract).

10. Precept for 2020-2021

Further to the informal working group meeting on budget setting, Cllr Minter proposed and Cllr Tatt seconded and all councillors indicated with a show of hands that the Clerk should submit a precept request to CCC for the precept for 2020-2021 as a 5% increase on last year's precept to £40,701. A supporting draft budget had also been prepared to show where the parish council intend to spend money with additional spend requirement to come from unrestricted reserves.

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 held a meeting with the landowner and English Rural prepared an indicative layout. However, for the preferred site at the back of Crookenden Place the landowner has decided that they are not prepared to consider selling at this stage.

Cllr Wood commented that the parish council may now:

- Give up on the project
- Consider different sites – English Rural are happy to visit to assist in trying to find a site. As well as local landowners, Barham Parish Council may also consider other possibilities including themselves as a land owner, if relevant. Cllr Wood explained that around three quarters of an acre is needed.
- Await another sizeable development in the village where there would be a 30% affordable housing requirement. But these would not have the local connection criteria applied.

The Clerk was asked to make this an agenda item for the February 2020 parish council meeting.

12. Publicity & Communications including website

The 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.

13. Facebook - Cllr Hollowday explained that an ex-resident has contacted her asking if he may provide a memorial bench and plaque in memory of his late father, also a resident of Barham. One of the seats at the Brickfield Recreation ground is deteriorating and could be replaced, or some provision for a backless bench could be made at the entrance to Out Elmstead Lane. Cllr Hollowday will respond to the resident and present these options. The Clerk will provide costs for information on the options based on previous provision and installation costs incurred by the parish council, for the resident's information.

14. Highways

Speed Indicator Device (SID) - Flashing speed sign

A flashing speed sign was strongly supported in the village survey of 2016. The parish council resolved at its 05 September 2019 parish council meeting to explore the possibility of the moveable Speed Indicator Device. A Speed Indicator Device (SID) is a moveable device between various locations. It displays the actual speed of an approaching vehicle on a digital display. It must be moved between locations - under national legislation they must be relocated after a maximum of two months, although ideally every 3-4 weeks. Barham Speedwatch volunteers have said they will help. A final order will be subject to locations and budget. (Cost is £7,000 - £9,000 – for the device and installation of poles)

The Clerk and Chairman met two highways officers on 08 October 2019. The following sites for three poles, all having two-way usage, so effectively giving six locations, were agreed, subject to underground utility checks:

- On Derrystone Green by the play area – in the verge opposite the bus stop (this will require some tree pruning to be totally effective).
- Outside No. 6 The Shrubbery – on the opposite verge.
- On the opposite verge to the Coachman's Cottage (in between the village hall and the school).

Kent Highways checked for underground utilities and whilst there are some, the sites were formally approved. The next step is for the parish council to consult with residents. The Clerk advised that she has sent around 60 letters to householders in the vicinity of the pole locations. She is collating the replies and these will be brought to the February 2020 parish council meeting.

Electrical Testing and Structural Inspections

The street lighting contractor has completed the five-year inspections. The Clerk explained the reports are awaited but the contractor has advised that no remedial work is required to any lanterns or columns. The Clerk is also in discussion with the contractor about information to negotiate a new MPAN energy contract as a result of further dimming.

Extending the line of bollards in Valley Road: Horticultural Society members raised concern about compaction of the tree roots at The Shrubbery caused by cars parking over their roots. At the 05 September 2019 meeting the parish council resolved to go ahead with installing 60 new bollards consistent with and extending the existing – pending Kent Highways permission. At the 03 October meeting, Cllr Wood explained that he had met with Kent Highways officers on 03 October 2019. They have raised a small works order for some bollards to be installed at Kent Highways expense, but these might not be in all the locations the parish council wanted. The installation is awaited.

Quote to replace/extend the decaying stakes at the entrance to Brickfield Recreation Ground

The Clerk had a quote to replace/extend the decaying stakes at the entrance to Brickfield Recreation Ground. Councillors discussed this and all resolved not to go ahead with it, as the idea is not now considered a priority with other projects in the pipeline and limited budget.

KCC Highways, Transportation & Waste 2019 Parish Seminar

The Seminar took place on 13 November 2019. The Clerk and Cllr Tatt attended. The Clerk's notes have been circulated, for information.

15. External organisations

Cllr Wood and Cllr Tatt attended a CCC seminar on planning led by the CCC Head of Planning. It was quite informative. The CCC presentation slides have not yet been circulated.

16. Open Spaces

Cllr Hollowday commented that the bin at Brickfield Recreation ground is not secured on a base and it is currently moving about although she is not sure why. She will monitor this and report back.

C/fwd: Update re a new Village Sign on the Village Green

At the 05 September 2019 parish council meeting, councillors favoured Option 3, a pierced metal sign, which although the second most expensive is double-sided.

Cllr Mullett has spoken to a blacksmith in the village to see if he may be able to produce one. The blacksmith is going to come back to him. Cllr Mullett will speak to the resident again for an update. This will be a February agenda item.

Play area maintenance

Further to items on the ROSPA Inspection report, the Clerk met a play company representative on 4 November 2019 to look at the safety surfacing at the Valley Road play area and the parallel bars at Brickfield Recreation ground.

The rep advised that in his opinion the safety surfacing at Valley Road did not need remedial work at this time and would not quote for it.

For the parallel bars the rep also did not feel that remedial action was required. But he did point out that the trip hazard mentioned on the Rospa inspection reports could be rectified by removing the grass crete surfacing and wooden edging completely and just top soiling to level and returf or grass-seed over this. (There is no requirement for surfacing under the parallel bars as the height of them does not require it below.) Cllrs felt that a quote for this should be obtained.

And NOTED that the missing caps on the equipment at Valley Road have now been received – the Clerk and Chairman will fix them.

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

17. Planning Matters

New planning applications:	
13.	CA/19/02150 - Covert House, Palmstead Road, Barham, CT4 6EF Proposed single-storey side extension.
14.	CA/19/10013 - Sleepers Cottage, The Street, Barham, Canterbury, Kent, CT4 6PA Retrospective application for listed building consent for replacement windows from single glazed timber to double glazed windows. As there is no meeting in January if any new applications come in the planning sub-committee will consider them.
You can view and comment on applications online at https://www.canterbury.gov.uk/planningsearch	
Notifications	
CA/19/01743 - The Oast House (formerly Aylets), Gravel Castle Road, Barham, CT4 6LG Proposed outbuilding for double garage and pool. REFUSED by CCC	
CA/19/01409 - Invale, Valley Road, Barham, CT4 6PL Proposed detached single-storey dwelling with associated parking and landscaping, together with modified access, hardsurfacing, boundary treatment and planting. REFUSED by CCC	
CA/19/01948 - Sydney House, Derringstone Hill, Barham, CT4 6QD Proposed 2 no detached outbuildings for use as shed and garage. GRANTED by CCC	
CA/19/02150 - Covert House, Palmstead Road, Barham, CT4 6EF Proposed single-storey side extension. GRANTED by CCC	

Other Planning matters:

Barham Youth Football Club

Cllr Tatt advised that the Youth Football team has put in a planning application again for a 20 foot container, with the required architect's drawings that CCC requested. The emphasis is on this container being temporary until a pavilion can be provided. The application appears to be still waiting validation as there is no planning reference or mention of it on the portal yet. Barham Parish Councillors are supportive and will formalise a comment when able to. Without the provision of the container the future of the Club will be jeopardised. There has been a previous footprint of a cricket pavilion.

CCC review of the Canterbury District Local Plan.

CCC is beginning work to review the CDLP which will provide a vision for the District to 2040. An important part of the preparation of the Plan will be to assess its impact on the environment as well as the social and economic impacts. CCC has explained that the way in which CCC carry out the assessment is very important, in particular how they identify the local objectives based upon the particular issues facing the District. CCC has prepared a Draft Sustainability Appraisal and Strategic Environmental Assessment Scoping Report, which sets out how they intend to approach this assessment. Consultation is taking place on the Scoping Report. Consultation details and how to make comments are at www.canterbury.gov.uk/scoping-report The Clerk advised she has taken a look at the document and there is nothing of note that would affect Barham.

18. Councillors items

Cllr Minter commented that the fencing along the footpath off The Street by the care home is unsafe again. She and Cllr Wood will take a look.

The trees along Valley Road have white Christmas tree lights wrapped around them this year. Cllr Minter explained that these have been provided through various donations and she wondered if the parish council would consider a grant from the Social Fund to do the same next year – the cost works out at around £10 per tree.

Christmas trees have been provided at Derringstone Green, the village green and Church as usual. A query over where a missing set of lights from last year's takedown could not be resolved.

Cllr Wood wished everyone a very Merry Christmas and Happy New Year and the meeting closed at 9.10pm.

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: No meeting in January 2020, 6 February, 5 March, 2 April, 7 May, ***Annual parish meeting in the main hall date Wednesday 27 May 2020***, 4 June, 2 July, No meeting in August, 3 September, 1 October, 5 November and 3 December 2020.

And F&GP meeting dates *should these be required*: in the committee room: 15 January, 19 February, 18 March, 15 April, 20 May, 17 June, 15 July, 19 August, 16 September, 21 October, 18 November and 16 December 2020.