

**BEKESBOURNE WITH PATRIBOURNE PARISH COUNCIL
MINUTES OF THE STATUTORY ANNUAL MEETING ON 11 MAY 2015**

Present: Parish Cllr Andrea Nicholson (Chairman)
Parish Cllr Christine Sladden
Parish Cllr Pauline Pritchard
Parish Cllr Graham Duplock
Parish Cllr Julia Maltby
County Cllr Michael Northey

Mrs Gail Hubbard, Clerk to the Council
There was one member of public, Mr Tim Fagan.

1 ELECT CHAIRMAN FOR 2015-16

Nominations for Chairman were asked for; Cllr Maltby proposed Cllr Nicholson, this was seconded by Cllr Sladden. Cllr Nicholson accepted so this was AGREED and Cllr Nicholson was duly elected as Chairman.

2 ELECT VICE CHAIRMAN FOR 2015-16

The Chairman then asked for nominations for Vice Chairman; Cllr Maltby proposed Cllr Duplock, Cllr Pritchard seconded this. Cllr Duplock accepted so this was AGREED and Cllr Duplock was duly elected as Vice Chairman.

3 DECLARATIONS OF ACCEPTANCE OF OFFICE

All Cllrs signed the necessary Declaration of Office forms and took away DPI forms to complete and return to the Monitoring Officer.

4 ADOPT NEW KENT CODE OF CONDUCT FOR MEMBERS

The adoption of the revised Kent Code of Conduct, in its entirety, by the Council was proposed by Cllr Pritchard, seconded by Cllr Duplock and AGREED by all. The main change to the code is that gifts must now be declared to the Clerk rather than to the Monitoring Officer at CCC.

5 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Muggridge (work commitment), City Cllr Stuart Walker (attending Adisham PC meeting) and Dr Field.

6 APPOINT MEMBERS TO SIT ON COMMITTEES

It was agreed that the following Councillors would represent the Council on these bodies;

- a) VHMC – Cllr Duplock
- b) RGMC – Cllr Muggridge
- c) KALC – a shared role by all Cllrs
- d) Little Stour and Nailbourne River Management Group – Cllr Nicholson
- e) Policing – Cllr Pritchard
- f) A257 Group – Cllr Duplock

7 MINUTES OF THE MEETING HELD ON 9 MARCH 2015

The minutes from the previous meeting were agreed and duly signed by the Chairman as a true record of the meeting.

8 MATTERS ARISING FROM THE MINUTES

Cllr Pritchard asked if we had heard back from Bridge PC regarding the possibility of a joint mobile skate park event; clerk to speak with Bridge Clerk tomorrow. Without external funding and the possible involvement of Bridge, this would not be a viable event due to the high cost involved. If funding could be arranged we would need to sort a committee to plan the event,

as there would be a need for supervision on site, refreshments, parking etc. We would need some interested parents to get involved and make it happen. October half term seemed the best time for this event. Clerk to give Alfie Pidcock an update on the situation.

9 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

There were no declarations of interest or requests for dispensations relating to this meeting.

10 REPORT FROM COUNTY COUNCILLOR

Cllr Northey began by congratulating the Cllrs on their re-election for the next four years. He also said well done to Cllr Duplock for all his work during his election campaign for City Councillor.

He then read out an email from Highways, which replied to our complaint and those received direct from residents;

“Bifron’s Hill, Station Road and Bekesbourne Lane are on our wish list for resurfacing for the next financial year. There are no guarantees these will be completed and the final decision rests with the resurfacing team. In the interim the potholes will be repaired as they break out. It is an uncomfortable drive along this route, but this is mostly due to delamination that does not meet our intervention criteria of 50mm in the carriageway. I regularly use this route and will raise work orders for repairs as potholes form, however I am limited in my effectiveness as I will not be able to achieve the same result as resurfacing.

Station Road has an additional issue with standing water but this is being addressed via our Drainage Team. There is a proposal to have a second soak away in this location to help alleviate the issue of standing water. I do not currently have a date for these works but can find out and let you know if necessary.

Old Palace Road has warning notices at either end whilst the road closure and work is being prepared. I am waiting on a date as to when this will be completed but this is all in hand. Due to the water flow along this road I have had to wait for the water level to drop as has done now”

Cllr Northey added that jobs to be done are graded on a points system and done in order of those with most points. Cllr Pritchard pointed out that you would struggle to find a worse stretch of road than that by the mini roundabout.

Resident Tim Fagan mentioned the accident on bank holiday Monday 4th May when a 3 tonne van hit a pedestrian, with its wing mirror; the man was walking on the footpath at Lackenden Cottages. He was taken away by ambulance. Mr Fagan also wanted to bring to Cllr Northey and the PC’s attention the heavy use of this rural road as a ‘rat run’ for south Canterbury, and thus the speed of vehicles using it and the state of the surfaces in general. This route is regularly shared by pedestrians and cyclists and the passing traffic travels too fast.

11 PARISH MATTERS

UPDATE ON RURAL HOUSING NEEDS SURVEY

Action with Communities in Rural Kent will carry out this survey on behalf of Southern Housing and the PC. The template covering letter and questionnaire has now been issued to the PC for approval. Cllr Sladden and Cllr Pritchard are to make a few changes to the letters wording to make it more accessible to all. The survey will not go out until the extension of the Right to Buy to Housing Associations is clarified, as it is not certain whether this will apply to rural exception sites or not. The survey will cover the whole parish, so people with connections to both settlements would be eligible for the homes.

DISCUSSION ON POSSIBLE NEWSLETTER FOR PC

This item had been raised by several residents at the APM, and again by Mr Fagan. The Clerk had approached 'On the Nail' to see if the PC could add an article to this magazine; Bridge PC already does this on a monthly basis. There would be a large time involvement in the creation of our own newsletter, which could not be achieved within the clerk's current working week. Cllr Nicholson agreed to write something for the 'On the Nail' magazine, we would then assess if this satisfied the demand for information within the parish.

12 CORRESPONDENCE

A. East Kent Joint Parish Independent Remuneration Panel

The final report of the East Kent Joint Independent Remuneration Panel containing its recommendations for parish council allowances has now been completed. It is a quadrennial review looking into the allowance scheme used by some town and parish councils.

Within the criteria the Joint Independent Remuneration Panel has to 'determine a reasonable level of remuneration for the elected and Independent members of councils and council committees, accepting that a certain proportion of such remuneration shall be remitted in respect of the voluntary element of their work'. It must be up to the individual local authorities to decide what level they can or wish to pay in light of local government financial arrangements and the wider economic climate and the Panel accepts that some of its recommendations may not be adopted by the authority.

The panel has endeavoured to take into consideration evidence from the employment environment as a whole and in the South East and Kent in particular. The panel also took into account representations made by individual councillors both in interview and completed survey papers. It believes that the following report gives a reasonable summary of the value of an individual members input to their authority and constituents.

The PC has not adopted the councillor allowance scheme to date. The recommended levels that we would fall into would be £150 for elected Cllrs and £300 for the Chairman, this would be subject to income tax and NI.

B. Canterbury District Local Plan – Publication Draft 2014

The independent Inspector Mr. M Moore BA (Hons) MRTPI CMILT MCIHT has set the pre-hearing meeting for the Canterbury District Local Plan Examination for Wednesday 13 May at 10am in the Guildhall, St Peters Place, Canterbury. This meeting will provide an opportunity for procedural and administrative matters relating to the hearings to be explained and discussed. It will be an opportunity to raise any matters that may be causing concern, but it will not be an occasion for detailed discussion of the merits of the matters to be considered at the hearings.

The public examination into matters and issues relating to the local plan will start on Tuesday 14th July at 10am. Only those persons who have previously indicated that they wish to present their case will be invited by the programme officer to appear at the examination, by separate letter. However, as this is a public examination, members of the public can attend to observe the proceedings.

C. CCC Concurrent funding report

This report provides an update on progress made on the Best Value Review on Concurrent Functions Funding. The review group have highlighted a number of issues that need further clarification and exploration;

- the budget is set for four years in advance from 2017/18
- parishes apply for 4 year funding on one form based on a 4 year

- costed plan
- the budget is increased on a per head basis -similar to urban levels
- parishes are encouraged to create ring-fenced maintenance reserves
- under spends are not clawed back at the end of the year but are allowed to be rolled forward
- a one-off four year tapering emergency budget is created from 2017 set initially at 10% of the budget for unforeseen CFF items i.e. major tree work, major fence repairs that create spikes in applications – RAMP could administer this

D. A THANK YOU

The PC received a thank you email from Zan Clifford for the flowers we delivered to her as thanks for her work as our internal auditor for many years.

CLERK REPORT

CONCURRENT FUNCTION BREAKDOWN

CCC have requested an item specific breakdown for the concurrent best value review that is being carried out. The clerk has completed and returned this exercise.

EMERGENCY PLAN

Clerk is to compile a table containing all the list of volunteers and their skills/tools to be attached as an Appendix for the plan, this will then be ready to approve by the PC.

13 ADOPT NEW FINANCIAL REGULATIONS

These new regulations were discussed in depth at our March meeting and now the internal audit report had been dealt with, they could be approved. It was thus AGREED by all to adopt these regulations.

14 FINANCE MATTERS

Cllr Pritchard proposed the approval of the accounts for year ending 31st March 2015, this was seconded by Cllr Sladden and AGREED by all.

- RECEIVED and ADOPTED Statement of accounting policy for year ending 31st March 2015
- RECEIVED and ADOPTED statement of internal control for year 2015-16
- Carried out annual risk assessment
- APPROVED and completed Annual Return

15 APPROVE PAYMENTS/TRANSFERS

The following cheque payments were APPROVED by all;

CHQ743 Clerks salary March	£309.92
CHQ744 Clerks expenses March	£21.49
CHQ745 Bekesbourne History group – Archive cupboard	£170.00
CHQ746 Clerks salary April	£320.32
CHQ747 Clerks expenses April	£33.81
CHQ748 KALC Renewal	£323.62
CHQ749 Parish insurance renewal Came & Company	£724.01
CHQ750 Bekesbourne Recreation Ground concurrent function	£3050.00
CHQ751 Bekesbourne PCC – Burial ground grant	£500.00
CHQ752 Patrixbourne PCC – Burial ground grant	£200.00

16 PLANNING APPLICATIONS

CA/15/00663/LB	Change 6no windows on second floor from upvc to painted timber The Old Vicarage, School Lane, Bekesbourne CT4 5ER	AWAITING DECISION
CA/15/00926/LUP	Certificate of proposed lawful development for a rear dormer window. 6 Bifrons Road, Bekesbourne, CT4 5DE	WOULD BE LAWFUL
CA/15/00136/FUL & CA/15/00142/LB	Conversion of outbuilding to residential annexe including rebuilding of the rear wing; erection of a garage and formation of a new entrance and driveway. Bifrons House, The Street, Patrixbourne CT4 5DA	AWAITING DECISION
CA/15/00288/LB	Replacement first floor bedroom window The Gate House, The Old Palace, Old Palace Rd, Bekesbourne CT4 5ES	GRANTED 02/04/15
CA/15/00277/FUL & CA/15/00278/LB	Cold Harbour Farm House, Cold Harbour Lane, Bekesbourne CT4 5HU. Erection of swimming pool building with gym, storage and changing facilities.	GRANTED 22/04/15
CA/15/00104/FUL	Cherry Trees, Patrixbourne Rd, Patrixbourne CT4 5BP. Extension of existing rear dormer window to provide new ensuite and provision of rooflight	GRANTED 25/03/15
CA/00006/FUL	The Gate House Old Palace Road, Bekesbourne CT4 5ES. Replacement kitchen window.	GRANTED 11/03/15
CA/00006/FUL	The Barton, Patrixbourne Rd, Bekesbourne CT4 5BP. Demolition of garage and construction of two storey dwelling.	AWAITING DECISION

17 ACCIDENTS OR HGV MOVEMENTS

The accident outside Lackenden Cottages on 4th May – pedestrian hit with wing mirror and taken away by ambulance. Salvatori lorry reg EU13 VSC came down School Lane and then along Bekesbourne Lane towards Littlebourne.

18 AOB – FOR DISCUSSION ONLY

Cllr Pritchard mentioned to Cllr Northey that the red and white barriers at the top of the A2 slip road were flapping and needed tightening up; clerk to email Cllr Northey to raise formally and he would chase up whoever was responsible.

Cllr Duplock mentioned there is a SECAMB event being held on 27th May in Ashford if anyone was interested in attending.

The meeting closed at 9.17pm

Signed..... (Chairman)

Date.....