

PETHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD ON 10TH MARCH 2016

In attendance were Cllrs Mrs Spratt, Clark, Mrs Knox, Warden, the Clerk and two members of the public

1. Apologies for Absence:

Apologies were received from Cllrs Mrs Obry, Patrick and Mrs Sewell

2. Declarations of Interest, update to DPI Register

No declarations of interest.

3. Minutes of the last meeting and matters arising

The minutes of the 11th February 2016 were approved and signed by the Chairman as a true and correct record.

Item 10 The Queens 90th Birthday Celebrations: The clerk has written to Mr & Mrs Nason formally asking for permission to set the fireworks off from their land. Mr & Mrs Nason have responded that they have consulted the tenants as they have livestock of the field from time to time. The Tenants and Mr & Mrs Nason would be pleased for the field to be used subject to the following:

- That only those directly involved in the setting up, lighting and letting off the fireworks are in the field
- That afterwards every effort is made to collect all of the dead/dud fireworks and as many of the rocket stems as can be found. Mr Nason recalls from the last time that he was finding bits of fireworks and rocket stems for weeks and months after, and he would worry that a cow might actually try and eat one.

The clerk to obtain the name of the CCC Officer dealing with the beacons in the district that will be lit on 21st April.

4. Financial Matters

(i) Members approved payments as follows:

Scottish & Southern Electric	£	50.89	St Light Energy – February DD
Serco	£	816.52	Repair to Multiplay Equipment, Work to swings & bird deterrent
Petham & Waltham News	£	13.14	Parish News for Clerk
HMRC	£	60.80	PAYE
Parish Clerk	£	28.42	Stationery & Expenses

(ii) The Chair & Vice Chair signed a letter to the bank amending the standing order to the Clerk as agreed at the November 15 meeting.

(iii) **Workplace Pensions:** The clerk has contacted the Kent Pension Scheme (LGPS) who advise that in order to use the LGPS, an Actuarial Report would need to be carried out by them on each employee which would cost £2000.00. It was then suggested that Parish Councils may be part of the auto enrolment Scheme. Following enquiries with KALC it appears that each Council should have already been registered when they were advised of their starting date for operating a pension scheme and once an employee who is entitled to a pension reaches the threshold income which allows eligibility, automatically become part of that scheme, provided the Parish Council notifies the Pensions Regulator when that occurs.

(iv) **Information re Smaller Authorities Audit:** Due to the changes in the annual audit from

2017/18, various options have been put forward by the Smaller Authorities Audit Appointments (SAAA), the body set up to replace the Audit Commission. Each Council has the choice of opting-in to the SAAA scheme or opting-out. By opting-out a council will be responsible for finding and providing its own suitable auditor and for all expenses incurred. By opting-in to the SAAA scheme, very few councils with neither income nor expenditure exceeding £25k will be required to undergo a limited assurance audit review or pay any audit fee. All authorities will, however, need to complete and publish an annual return in accordance with the Transparency Code for Smaller Authorities. They will be required to complete an annual exemption form and submit this to SAAA or an auditor specified by them. By completing this form the council certifies that under the Regulations there is no requirement for a limited assurance audit review for the financial year in question. It was therefore proposed and seconded that Petham Parish Council opt in to Group three. (Authorities with neither income nor expenditure exceeding £25K).

- (iv) **Public Contracts Regulations 2015 – Impact on the standing orders and financial regulations adopted by Councils.** The clerk advised that there are new Financial Regulations, one of which shows a change in Contract Regulations, the clerk to adjust our Standing Orders accordingly and any others she feels necessary and bring them to a future meeting for consideration.
- (v) Members approved the Draft Level of Reserves as of 01.03.16 as follows

Balance B/Fwd 01.02.16		20843.48
Income Received to Date		
Precept & Council Tax Support Grant	12470.00	
Concurrent Functions Funding	5133.68	
CCC Capital Grant	1056.00	
Bus Res Account Interest	11.22	
Village Assets Account Interest	3.66	
Total	18673.56	39517.04
Less expenditure to date		15455.97
Balance		24061.07
NatWest Current Account sheet 321		50.00
NatWest Reserve Account sheet 184		16054.64
NatWest Village Assets Replacement Fund sheet 106		7956.43
Total at 1st March 2016		24061.07

5. Planning Matters

- (i) 16/00309/ Dene Meadows, Duckpit Road, Waltham. Erection of Barn.
Although Dene Meadows is in Waltham, access to the site is via Petham from which it is also visible. Members believed that there has previously been a refusal on this site, however it was agreed that we would support the decision of Waltham Parish Council.
During the next item the meeting was suspended to allow members of the public to speak
- (ii) CA/16/00316/FUL Cedar Lodge, Broadway, Petham
Proposed alteration and extension to the rear and to the lower ground floor. Provision of separate home office adding pitched roof to existing garage.
There was strong opposition from neighbouring properties to the proposals as the extension would almost double the size of the footprint, the glass structures and first floor terrace would create overlooking and intrusion into the neighbouring dwellings particularly West Lodge which has a 6ft drop in site levels.
Following resumption of the meeting, members recall that a previous application similar to the above, for a large extension was submitted and subsequently withdrawn. In 2011 a further application was submitted and approved for demolition of the cedar bungalow and rebuilding on the same footprint. However this development has not occurred.

There was strong opposition to the current proposal as the plans would almost double the size of the footprint and have been drawn up with little consideration to the neighbouring dwellings, the Conservation Area and the AONB.

Members further considered that that the large glass structures could create light pollution and would be detrimental to the distant views. There was deep concern that the sheer scale, both in height and protrusion into the garden, well beyond the building line of the neighbouring dwellings, particularly the single-storey property, which due to the contours of the land is already much lower than Cedar Lodge, would cause immeasurable harm to the amenities of West Lodge in the loss of light and sun.

Members also felt that the design and location on the plot had not been sympathetic to both neighbours and consider the massive extension with large glass structures and terrace in close proximity to West Lodge in particular, would pose an overbearing effect creating a loss of privacy and visual intrusion.

Due to the difference in site levels, members objected to the pitched roof on the garage which would also cause an overbearing visual intrusion.

The Clerk to advise the Planning Authority of the Parish Council's objections.

(iii) CA/16/00007/FUL Court Lodge, Church Lane, Petham

Alterations to listed granary to form holiday accommodation and provision of new outbuilding to be used for garage parking.

Members understand that this is the same application as previously considered and has been returned to the Parish Council for observations due to an error on the part of the Planning Authority. The Parish Council's observations are the same as before in that there is no objection subject to the development being tied to the existing dwelling and land.

6. Planning Decisions Granted by CCC

(i) CA/15/02367/FUL & CA/15/02368/LB Sappington Court, Garlinge Green Road, Garlinge Green, Petham. Alterations to former granary in the grounds of Sappington Court to form a self-contained unit for letting as a holiday accommodation.

7. Recreation Ground

The members' inspection report for February was received. Issues raised were part of the bird deterrent fixture missing and there is a lot of moss gathering on the soft surfaces.

As the bird deterrent was only erected in December the clerk to report this to Serco and to also request them to carry out a cleaning programme.

8. Highways There were no issues raised this month

9. Website Members noted that we are still waiting for the Welcome to Petham booklet.

10. Correspondence, publications and other matters of importance

In confirming item 12 the clerk explained for the benefit of new members, the purpose of the Annual Parish Meeting.

11. Confirmed the date of the next Parish Council Meeting as 14th April 2016 6.00pm followed by the Annual Parish Meeting at 7.30pm.

The meeting closed at 8.40

Signed.....Chairman

Date.....