

PETHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD 14TH APRIL 2016

In attendance were Cllrs Mrs Spratt, Clark, Patrick, Mrs Obry, Warden, Mrs Knox, Mrs Sewell, the Clerk and one member of the public.

1. **Declarations of Interest and Update to Disclosable Pecuniary Interests Register** None

2. **To approve the Minutes of the last Meeting and Matters Arising**

The minutes of the meeting held on 10th March 2016 were approved and signed by the Chairman as a true and correct record.

3. **Financial Matters**

(i) The following payments were approved:

Scottish & Southern Electric	£	55.54	St Light Energy – March DD
KALC	£	283.68	Annual Subscription
HMRC	£	73.30	PAYE
Parish Clerk	£	29.72	Stationery & Expenses

(ii) Members noted receipt of £4065.48 Concurrent Functions Funding 2016-17

(iii) Members agreed to appoint Mrs Castle as Internal Auditor for accounts 2015-2016

(iv) The clerk brought members up to date with the changes to the audit and the requirement to consider the Governance Section of Annual Return 2015-2016 first and individually. Following consideration of Section one it was proposed and seconded agreement of the Governance section.

(v) Having considered the draft end of year accounts 2015-2016, it was proposed and seconded that they be approved subject to the internal auditor's inspection. It was agreed the clerk take members through the remainder of the Annual Return at the next meeting

(vi) Staff Pensions: Having spoken again with KALC and our accountants, it appears that as we do not have any employees under pensionable age, the form completed last year which registered our HMRC number with the Pensions Regulator, automatically places us in the 'NEST' until such time when we do have an eligible employee. Our Accountants have also advised the Pensions Regulator that there are no employees that currently need to be registered at this time.

(vii) A letter from Serco advised that there would be 5% reduction if we took out a two year contract for the inspections. As this only amounted to £2.52 in each year it was agreed to continue on a yearly renewal basis.

4. **Planning Matters**

(i) 16/00599/LUP Denge Wood, Garlinge Court Road, Garlinge Green

Certificate of proposed lawful development in respect of erection of building.

As we had not received any paper work we found it difficult to locate but finally found it on line along with a statement of the proposal, the clerk telephoned the Planning Help Desk who advised that no paperwork would have been sent as this is just an enquiry as to whether it would be lawful to erect a workshop. Members were quite shocked that a possible proposal could be forthcoming to build a substantial workshop to house tools and quad bikes together with decking in an ancient and protected woodland, which has all the hallmarks of a future dwelling.

The Parish Council consider that an application would not be lawful, as Denge Wood is an ancient and protected woodland listed and maintained by the Forestry Commission and Woodland Trust and is home to the 'Duke of Burgundy' butterfly which is extremely rare. In order to protect this species of butterfly, we believe this area has been designated as a Site of Nature Conservation Interest (SNCI) by Kent Wildlife Trust.

If this small section of the woodland is in private ownership then we consider that any relevant conservation groups are involved in the consultation.

- (ii) CA/16/00724/LUE Wootton House, Wootton Drive, Petham
Certificate of existing lawful development in respect of use of part of ground floor and the whole of the first floor of the annexe as a separate dwelling.
Whilst it is accepted that the annexe has been let to persons outside of the family on occasions, members do not wish it to become a separate dwelling capable of being sold individually, but consider that it should remain tied to as part of the original dwelling and land thereby retaining the S106 condition imposed prior to development for 13 dwellings only.
- (iii) CA/16/00299/FUL Court Lodge Farm, Church Lane,
Demolition of existing farm buildings & erection of four dwellings and garages. No objection

5. Planning Decisions Granted by CCC

- (i) CA/16/00251/LUP 4, Ashton Villas, Duckpit Road, Petham. Certificate of proposed lawful development for conversion of garage to habitable room. Would be Lawful
- (ii) 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.

6. Recreation Ground

Members noted the inspection reports for March. The clerk has reported the damage to the bird deterrent and requested a quotation for cleaning the equipment and soft surface, both of which were reported in the February inspection report. It was also agreed to arrange for the white lining of the basketball court to be renewed. The Chairman noted that the picnic tables and benches need a coat of wood preservative, members to carry out this work.

7. Highways

The Vice Chairman has spoken with both Canterbury City Council and Kent County Council on the problem of the damaged corner of the green at Garlinge Green, both of whom agreed to look into the matter. It was further agreed to seek the help of our Ward Members.

8. Parish Plan

Nothing to report but a full update on Parish Plan activities will be given at the Annual Parish Meeting which will follow this meeting.

9. Website

Having noticed that the agendas have been deleted from the web the clerk has asked for them to be retained as under the Transparency in Local Government they should remain.

10. Correspondence, publications and other matters of importance

- Members to check whether they consider that the substation at Wootton should be shielded.
- Members to also enquire with the planning authority whether the marquee at Little Swarling requires planning consent.
- A member of the public enquired why there had not been any notes of the minutes in the Parish News. It was explained that the clerk has been absent from several meetings due to illness and also, due to our meetings being held in the second week it is not always possible to meet the printing deadline. The clerk further explained that prior to the elections a member always wrote the notes.
- It was brought to the attention of the meeting that badgers have damaged the bank along Garlinge Green Road close to the bridge by the Steiner School.

Circulated in the folder: Copy of Came & Co Council Matters, Copy of Kent Voice, Countryside Voice, Field Work, Oast to Coast and KALC Information

11. Confirmed the date of the Annual Parish Council meeting as 12th May 2016 7.30pm

Signed.....Date.....