

## BEKESBOURNE WITH PATRIBOURNE PARISH COUNCIL

Minutes of the meeting held on Monday 10th October 2022 at 7:30pm at Bekesbourne Village Hall

### Minutes to be formally agreed at the next meeting.

**Present:** Parish Cllr David Sladden (Chairman)  
Parish Cllr Graham Duplock  
Parish Cllr Christine Sladden  
Parish Cllr Joanne Watt  
Parish Cllr Christine Ash  
Mrs Nicola Purcell, Clerk to the Council

There were 0 members of the public present.

*Prior to the commencement of the meeting, a one-minute silence was observed to pay respects to HM Queen Elizabeth II following her death on 8<sup>th</sup> September 2022.*

#### 1. Receive apologies

Parish Cllr Mary Evans  
Parish Cllr Emily Young  
Parish Cllr Andrea Nicholson

#### 2. Requests for DPI'S or dispensations relevant to this agenda (written or verbal)

Cllrs Watt and Duplock declared their involvement on the VHMC for item 6.

#### 3. Agree Minutes for previous meeting (13<sup>th</sup> June 2022)

It was unanimously agreed that the minutes from the meeting held on 13<sup>th</sup> June 2022 were a true and accurate record. The Chair signed the minutes.

#### 4. Deal with matters arising from the minutes not covered elsewhere.

The letter was left at Howletts for Mr Aspinall to contact the PC of he objected to the donation being spent on other village projects. No objections received.

**The meeting will be adjourned for parishioners'**

**questions and comments on agenda.**

#### 5. County/City Councillor Reports

KCC Cllr Sole's monthly report was received and circulated to all councillors.

#### 6. Village Hall Update; *Finances*

**6.1** Awaiting final bill from C&D construction and architects fees. VHMC are actively sourcing a grant from Viridor for remaining additional items needed (crockery, blinds etc)

**6.2** PC received a hire agreement from the VHMC for use of the hall for meetings. An annual contribution of £168 is required from 1<sup>st</sup> May 2023. This covers 6 meetings per year, but any additional extraordinary meetings will be free of charge.

**Action:** All in favour- clerk to pay this on 1<sup>st</sup> May 2023.

Total amount due for the period of 1<sup>st</sup> October 2022- 30<sup>th</sup> April 2023 is £112.00

**Action:** All in agreement for payment. Nicola to make payment to VHMC now.

#### 7. Planning

##### 7.1 New Applications-

No new applications

## 7.2 Application Updates

Application No	Proposal	Location	Status
CA/21/02067	Detached timber framed garage together with new access and driveway	Ebury Cottage, Station Road, Bekesbourne, Canterbury, Kent, CT4 5DD	No record found
CA/21/02787	Erection of 6 dwellings together with associated access, parking, landscaping and ancillary works.	Rosary House, Aerodrome Road, Bekesbourne, Canterbury, Kent, CT4 5EX	Awaiting decision
CA//16/00600	Hybrid planning application for urban extension of up to 4,000 dwellings. Full application details available online.	Land North And South Of New Dover Road, Canterbury, Extending North To Canterbury-Dover Railway Line, West To Nackington Road And South To A2	Awaiting decision
CA/22/00096	Construction of a lorry park following demolition of the existing fencing and trees within the car park	A Gomez And Co Distribution Services Ltd, Coldharbour Lane, Bridge, Canterbury, Kent, CT4 5HL	Awaiting decision

## 8. Highway Matters

### 8.1 HIP Update

Nicola has attended a meeting regarding HIP's on behalf of another parish council and advised the council that it would be appropriate to review the HIP. The budget is due to be set for 2023 in November so advised councillors to digest the current HIP in preparation for review then.

**Action:** Councillors to consider contents of HIP ready to revisit in November meeting.

**8.2** Cllr Ash noted that the corner of Bekesbourne hill at the junction for Station Road has been kept well cut, in addition the Chalkpit Hill verge has also been well maintained by KCC. Cllrs requested that the clerk note their thanks to KCC.

**8.3** Cllr Duplock noted that the foliage just under the railway bridge blocks visibility if you are trying to join Station Road from School Lane.

**Action:** Clerk to contact KCC highways to request this is cut back.

## 9. Finance Matters

### 9.1 Payment schedule

Details	Amount Incl. VAT	Status
C&D construction	£36,666.19	PAID
Clerk June Salary	As detailed on salary slip	PAID (via standing order)
Clerk mobile phone June	£5.00	PAID (via standing order)
Regency flooring deposit	£6,073.35	PAID
Kent Catering Equipment	£4,843.23	PAID
C&D Construction	£18,810.00	PAID
Clerk July Salary	As detailed on salary slip	PAID (via standing order)
Clerk mobile phone July	£5.00	PAID (via standing order)
Clerk August Salary	As detailed on Salary Slip	PAID (via standing order)
Churchyard Grant	£700.00	PAID (As agreed at July Meeting)
Kent Catering Equipment	£968.65	PAID
Parish council Insurance	£1,021.00	PAID
MG Architects	£958.90	PAID

Clerk mobile phone Aug	£5.00	PAID (via standing order)
Regency Flooring Final Payment	£6,073.75	PAID
C&D Construction	£29,602.08	PAID
MG Architects	£530.92	PAID
Clerk September Salary	As detailed on salary slip	PAID (via standing order)
Clerk mobile phone September	£5.00	PAID (via standing order)
KCE Installation costs	£480	PAID
Clerk Expenses: Website Domain for 1 year	£15.59	Due-
PKF Littlejohn Audit 21-22	£240	Due-

**Action:** Council approved the payment schedule, including the two payments that were listed as 'Due.'

## 9.2 Receipts

Details	Amount
CCC	£3,898.00
Go Pak Refund	£96.92

## 10. External Auditor Report- AGAR completion

The external Audit has been completed and returned from PKF LittleJohn stating:

*“On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”*

No other matters were noted. The notice of conclusion of audit and all documents from the AGAR were posted onto the parish council's website by 30<sup>th</sup> September.

Cllr Ash wished to note the councils thanks to the clerk for her work on the audit.

## 11. Correspondence

**11.1:** Received from resident regarding the 89b. Missed Bekesbourne children on the second week of term.

**Action:** Have spoken with KCC Cllr Sole. However, this seems to have rectified itself. Stagecoach drivers are being mindful of the number of Aylesham children they are allowing to board the 89b, as they do have an alternative service of the 89 to use. No further issues since.

**11.2** Contacted by an allotment user to request action on the overhanging branches which they claim are reducing growing space by 30%  
This was discussed under item 14.

**11.3** Invitation to councillors (circulated) to attend Highland Court for a visit and a chat with Gary Walters for a guided visit.

**Action:** clerk to respond asking for availability of w/c 24<sup>th</sup> October.

## 12. Defibrillator Scheme

Costings from London Hearts Charity have been obtained and the amount has been applied for via CCC's Capital Grants Funding for 2023. Clerk to update when application has been considered by CCC.

### 13. Community Hub

The parish council discussed winter fuel costs and considered whether the village needed to have a 'heated hub' to support those who may not be able to heat their homes this winter. The situation will be monitored.

### 14. Allotments

An allotment inspection was conducted on 1<sup>st</sup> October. All plots were being well cultivated and kept in a clean, tidy state. No issues to report.

A plot holder has been in touch regarding the overgrown vegetation on the boundary of the fence.

The council discussed this and have instructed the clerk to advise the plot holder to trim the vegetation as required as per contract point 7(i).

### 15. Clerk Appraisal- *Confidential*

#### ***Exclusion of the public under the public bodies (admission to meetings) 1960 Act***

**Resolved:** Under the terms of the Public Bodies (admissions to meeting) 1960 Act, by virtue of the business to be transacted involving discussion the clerk's appraisal, it was proposed by Cllr C.Sladden and seconded by Cllr Duplock to move this item to a closed session. Outcome: All in favour, motion carried.

Clerk's appraisal held in August was discussed. Including the SLCC job evaluation sheet.

**Action:** All in agreement that the clerk's salary be increased to SCP 29. All in agreement that the appraisals continue to be held in August.

### 16. AOB- For information only.

Cllr C.Sladden advised council that the emergency plan needs updating and expressed an interest in attending the KALC training for this.

### 17. Date for next meeting and any items for agenda

Date of next meeting: 17<sup>th</sup> November 2022

Items to be added: The Coronation of King Charles.

**-Meeting ended 8:57pm-**

Signed..... (Chairperson)

Date .....