

Waltham Parish Council
Minutes of the Parish Council Meeting
Held on 2 June 2015 at Waltham Village Hall

Present: Parish Councillors: Jenny Oram (Chair), Sue Browne, Jennifer Bengel.
Parish Clerk: Tracey Block.

One member of the public attended the meeting

Meeting started at: 19.30

15/16.23 To receive and approve apologies for absence:

Cllrs Robert Thomas and Rosemary Doyle sent their apologies; they had another meeting to attend.

15/16.24 To receive declarations of interest: There were no declarations of interest.

15/16.25 To approve the minutes of the meeting held on 19 May 2015:

The minutes were approved as an accurate record. Cllr Oram signed the minutes.

15/16.26 Matters arising from previous minutes not covered by the agenda:

The Clerk had received and circulated the response from Came and Company regarding the cost of insuring the telephone kiosk; this would be an additional £14 per annum.

15/16.27 Public Session: To receive questions and comments from the public:

The member of the public present was given the opportunity to speak. He raised the following points with regard to the planning application recently submitted to Canterbury City Council for a new dwelling adjacent to No1 Rose Cottage, Church Lane:

1. Although the application states that the main drainage clips the corner of the land, this is incorrect. The main drainage runs from the manhole on the neighbouring property to the manhole on this property, and to avoid building over it the whole proposed dwelling would need to move forward 4 metres.
2. The access statement talks about a vehicular turning area; this would not be possible if the building were to be moved forward 4 metres.
3. The proposed dwelling is disproportionate in size to the site and in comparison to those in Church Lane it is not in keeping.
4. The side facing Carpenters Cottage, although not overlooked by windows has a large expanse of building and chimney breast which is not the view the residents wish to have.
5. The road bends near the proposed dwelling, vehicles would have to back into it and this would be dangerous.

15/16.28 To receive reports from County and City Councillors:

There were no County or City Councillors present.

15/16.29 Highways and Environment:

The Clerk had reported the issues raised with Kent Highway Services, these include:

- i. a sign post in Church Lane has fallen down
- ii. a sign post that is badly damaged at the bottom of Clapper Hill
- iii. Clapper Hill needs some remedial work to the road surface
- iv. Reflector posts on Kake Street need replacing
- v. In January there was an earth slip in the northern-side roadside bank at Anvil Green on the slope just west of Anvil Green Farm, which left a hump of earth on the road. The road surface in Anvil Green has been cleared but the bank needs some work to prevent it happening again, but it should be checked, and also some mesh inserted in the bank that slipped to reduce the risk of any further earth slips in the future.

The Clerk had received a communication from the KCC Highways Officer responsible for the Waltham area that some of these works will be undertaken but others are not considered a priority and owing to financial restrictions would not be undertaken as yet.

15/16.30 Planning matters: to authorise a response to any application(s) and to note any recent planning decisions by Canterbury City Council or any correspondence on planning matters

Reference CA//15/01177
Address Land adj to 1 Rose Cottages, Church Lane, Waltham, CT4 5SG
Proposal New dwelling on land adjacent to 1 Rose Cottage.

It was agreed that the Council should raise the following objections to this application: Safety, the road can be busy at times and this corner is particularly dangerous. Waltham Parish Council requests that Kent Highways be consulted.

The application is disproportionate to the site and is over-intensive use of the land.

The boundary of the site is very close to No.1 Rose Cottages which is left without any garden.

There is no parking for visitors.

All vegetation has been removed and there is no mention of landscaping to compensate for this.

It was noted that The Harlequin Group had withdrawn its application for a mast, saying, “..comments received from both the parish and the local planning authority in relation to the height increase [to 30m], no further planning application will be submitted at this site”.

15/16.31 Financial Matters:

a) To note/authorise the following:

- i. **To note the Parish Council’s financial position:** The Parish Council’s book and cash balances had been reconciled as at 30 April, showing a cash balance of £17,955.91

- ii. **To note receipt of the Concurrent Function Grant and of the Precept from CCC**

The following payments have been received from Canterbury City Council:

Precept of £6,661.96 and Council Tax Support Grant of £438.04 had both been received.

- iii. **To authorise any payments including the Clerk’s Salary and the internal audit**

The following payments were authorised:

Clerk’s Salary from 1st – 31st May: £187.86 to be paid by Standing Order.

Cheques were raised for:

WSRA for Insurance @ £437.32 and grass cutting @ £160.00: £597.36; cheque no. 000466.

The Clerk had circulated an expenditure against budget spreadsheet and a concurrent functions expenditure against budget spreadsheet before the meeting.

The Parish Councillors completed and signed an authorisation for Lloyds Bank to allow a non-signatory (the Clerk) to access the bank to obtain a balance of account.

15/16.32 To consider/approve adoption of the following:

- a) Draft Internal Review Procedure and Process
b) Draft Policy and Procedure for Handling Requests For Information.

The Council agreed the current documents subject to the change of the Review Committee being quorate only with all members (3) in attendance.

15/16.33 To consider adoption of a logo for Waltham Parish Council

The Parish Councillors considered the proposal to adopt a logo. The Parish Councillors decided that this was not something the Council wishes to go forward with at this time.

15/16.34 To consider/approve attendance at training/other events:

Healthwatch Tour Bus – 26 May

15/16.35 To note current consultations and correspondence that might be of interest and organise/approve/note any responses:

- Public Sector Show – 18 May
- New PCSO – 19 May
- Surface Dressing Road Closure – 19 May
- Communication from Mr and Mrs Burns, Anvil Green Farm – 22 May
- Came and Co. Insurance regarding the telephone kiosk cover, an additional £14 per annum – 23 May
- Trading Standards – 26 May

15/16.36 To receive updates on ongoing Parish Council or village initiatives and review reporting arrangements:

- Village Map

There is no further progression

- WSRA

A report had been received from WSRA and was circulated to all. WSRA are meeting on 3rd June and will discuss the email address link for the Parish Council website.

- Village Hall

The Village Hall Committee is due to meet again in a fortnight. The Committee is happy to absorb the bus shelter maintenance costs but has suggested a rubbish bin might be placed inside the bus shelter. Cllr Oram is to ask for some more details of how this would be envisaged to work, i.e. emptying, etc.

15/16.37 Any Other Business (for information purposes only):

Cllr Mrs Browne is still to liaise with the potential new Councillors.

There was no other business to be discussed.

The meeting was closed at 8.50 pm

Date of next Parish Council meeting: Tuesday 7 July 2015 at 7.30 pm.