

Waltham Parish Council

EST. 1894

Minutes of the virtual Parish Council Meeting held on 2nd March 2021 using Google technology.

In line with the Transparency Code all documents relating to the meeting are published in an Agenda Pack on the Parish Council Website at <https://walthampc.org.uk>

Present: Parish Councillors: John Barry (Chair), Jane Robinson, Sue Browne, Ben Grillett and Carolyn Lawrence.
City Cllr Robert Thomas.
Parish Clerk: Tony McCord.

There were no members of the public present.

Meeting commenced promptly at 19.30. The Chairman gave a warm welcome to attendees.

20/21.075. To receive and approve apologies for absence:

There were no apologies for absence.

20/21.076. To receive declarations of any Disclosable Pecuniary interests or Other significant Interest:

There were no Declarations of Interest.

20/21.077. To approve the minutes of the meeting held on 1st December 2020:

The minutes were formally approved and electronically signed by the Chairman.

20/21.078. Matters arising from previous minutes not covered by the agenda:

- a) **Item 20/21.066.** Cllr Robinson expressed appreciation of Cllr Ben Fitter-Harding's intervention regarding Dene Meadows.
- b) **Item 20/21.071.** Cllr Browne expressed concern that after the Parish Council had raised no objections to planning application CA/20/02908 the City Council had refused it on the grounds that it affected the Stodmarsh Catchment area. Cllr Browne raised issues about the potential impact on future housing needs in the parish.

20/21.079. Public Session:

There were no members of the public present.

20/21.080. Reports from County and City Councillors:

- a) **City Cllr Robert Thomas** presented a summary of a report in his capacity as both a County and a City Councillor. The report covers a range of issues including recent waste collection problems; EU Special Status; The Sturry Road housing strategy; Highways issues and Vision Zero; and the developing Climate Change Action Plan. Once completed the report will be available on the Parish Council website. **Action: Clerk**

20/21.081. Financial Matters:

a) Year to Date budget position:

An Income and Expenses statement for the period 01:04:2020 to 24:01:2021 had been distributed prior to the meeting. This showed income of £21,396.71 including £10,481.53 carried over from the previous year, expenditure of £8,284.88 and a healthy balance of £13,111.83 in the bank account. Members unanimously resolved to accept the statement.

b) To authorise payments:

The Clerk/RFO presented a payments schedule for Member consideration:

February Payments Schedule.

Transaction Number	Invoice Date	Invoice Number	Payee	Payment Summary	Net Amount	VAT	Gross Amount
20/21:17	-	68344	C. Coleman	Gritting roads on 10:01:21 (1hr) and 25:01:21 (2hrs)	£150.00	-	£150.00
20/21:18	25:02:2021	-	A.S. McCord	Clerks salary and expenses	£218.40	£0.20	£218.60
					£268.40	£0.20	£368.60

It was unanimously **resolved** to approve the schedule.

The Clerk pointed out that an insurance invoice for circa £350 was overdue but should be paid before the end of the financial year. It was unanimously **resolved** to approve delegated responsibility.

Action: RFO

20/21.082. Notice Boards:

Debate continued on the style and location of the Parish Council and Parish notice boards with questions raised about the statutory need for provision. The Clerk was requested to clarify this point and all Members **resolved** to hold informal discussions on location and the exact specifications for replacements.

Action: Clerk and Members

20/21.083. KALC Canterbury Area Committee:

The Clerk gave a briefing report on the meeting held on the 25th of February when both the Charter working party terms of reference (ToR) and the City Council's Engagement Meeting ToR were supported. Steady joint progress is being made on the Charter in drawing together diverse views on the structure and content.

Action: Clerk

20/21.084. Review of Policy Documents:

a) Draft Adverse Weather Policy.

A further draft had been previously circulated which covered the background to the problem; current arrangements; and an 'enhanced service' for those roads not covered by the KCC contract. While Members acknowledged that the informal contribution by a local farmer were greatly appreciated by parishioners, concerns remained about Councils legal position and insurance requirements in this complex area. It was **resolved** that further drafting was needed, and Cllr Robinson offered to do some further revisions for discussion at the June or July meeting.

Action: Cllr Robinson

b) Revised Grant Awarding Policy:

Members discussed a revised draft. It was suggested that the inclusion of the Council's funding of a joint website for the Parish in **Table 1** may contradict paragraph 1.2 as it was not a grant as such. It was **resolved** to approve the document subject to minor amendments being made. **Action: Clerk**

20/21.074. Date of next virtual meeting: Tuesday 6th April 2021 commencing at 7.30 pm.

Business having been concluded the virtual meeting closed at 9.05 pm.

WPC/asm/02:03:2021

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