

Waltham Parish Council

EST. 1894

Minutes of the Parish Council Meeting held on 5th March 2019 at Waltham Village Hall

Present: Parish Councillors: John Barry (Chair), Jane Robinson, Sue Browne and Sarah Tickner
Parish Clerk: Tony McCord.

Meeting started at: 19.30

18/19.0691. To receive and approve apologies for absence:

City Councillors Rosemary Doyle and Robert Thomas gave their apologies.

18/19.0692. To receive declarations of interest: There were no declarations of interest on items on the agenda.

18/19.0693. To approve the minutes of the meeting held on 5th February 2019:

A request had been received to amend item **18/19.0690 a) Village Hall Update** to read: "Mr Les Leslie Chair of Waltham Village Hall Charity was formally welcomed to the meeting and presented an overview of the Charity's intention to purchase the Freehold of the land on which the Village Hall stands as the lease expires in 2026". Having **Resolved** to amend the minutes they were approved as a correct record and signed by the Chairman.

18/19.0694. Matters arising from previous minutes not covered by the agenda:

- a) The Chairman gave a brief update regarding continuing negotiations with Crundale Parish on the siting of the airfield Plaque. **Action: Chair**
- b) The Clerk reported that the missing salt bin in Whiteacre Lane had been replaced by KCC.

18/19.0695. Public Session: To receive questions and comments from the public:

There being no members of the public present nothing to report.

18/19.0696. To receive reports from County and City Councillors:

Cllr Thomas had forwarded a written report, read out by the Chair and summarised as follows:

- 1) The council's RISE community funding support has opened for applications. Deadline is 19th April. Details on eligibility and other criteria can be read at: https://www.canterbury.gov.uk/info/20053/community_organisations/116/grants_for_community_organisations/2. Do share details with local community groups.
- 2) Following the previous update, in which I advised the city council would continue with the fortnightly collection arrangements for household waste and weekly food collection, the city council will decide next week if to pursue a new model of service delivery. That being a council owned company, via a teckal, to provide an in-house style service with flexibility to adapt to changing needs

and demands of the service and regulatory changes in waste and recycling. The press release can be read at <https://news.canterbury.gov.uk/major-shake-up-to-bin-collections-proposed/>

3) The city council has just announced it is looking to do a joint venture with Swale Borough Council to provide a lorry park near Brenley Corner. A dedicated facility would arguably reduce problems of parking in inappropriate locations and some of the waste problems that are occurring. Without dedicated facilities it has been a nuanced argument as to how far you pursue offenders. If agreed this facility can help provide carrot and stick to future of lorry parking and facilities for drivers. Press release at <https://news.canterbury.gov.uk/councils-to-consider-lorry-park-potential/>

4) The rollout of automatic number plate recognition barriers at car parks continues to its completion. For queries about blue badges residents can read about the service at <https://www.canterbury.gov.uk/bluebadge>. Car parks will also have motorcycle access accordingly and free parking.

5) The multi storey car park development at Station Road West begins this week.

6) There is a proposal for the expansion of the park and ride at Wincheap. Planning application can be seen online.

7) The next Rural Forum is on Monday night next week and includes an item by the Kent Association of Local Councils for prospective parish councillors. Come along if you're free and/or spread the word to parishioners if they want to learn more about parish councils.

18/19.0697 Financial Matters:

a) To note the Parish Councils Financial position:

The Clerk had previously circulated a Year to Date Finance report for the agenda (Appendix 1). The report demonstrates a healthy financial position with no matters of undue concern. It was **resolved** that the recommendation to maintain a unrestricted reserve amounting to 50% of the Precept value should be accepted. **Action: Clerk/RFO**

b) To authorise any payments:

The Clerk presented a payments schedule for Member consideration:

Payment Schedule March 2019

Date	Cheque No:	Payment Summary	Net Amount	VAT	Gross
05/03/2019	603	Waltham Village Hall Grant (P14)	£1,350.00	-	£1,350.00
05/03/2019	604	Waltham Village Hall Rent (P16)	£100.00	-	£100.00
05/03/2019	605	Clerk salary + Home Allowance (P1 & P3)	£212.60	-	£212.60
05/03/2019	607	Chairman's Expenses	£44.14	£8.83	£52.97
		Total	£1706.74	£8.83	£1,715.57

A question was raised about the use of Chairman's expenses for reimbursement of his printing and stationery costs. The Clerk advised that this is common practice. ([LGA 1972 s.15\[5\]](#)).

After careful consideration all four payments were approved in accordance with Councils Financial Instructions. **Action: Clerk/RFO**

18/19.0698. Planning matters:

CA//19/00260: Members considered the application for listed building consent for internal / external alterations and **Resolved** to raise no objections. **Action: Clerk**

18/19.0699. Highways and the Environment:

- I. Members considered a suggestion to use the KCC Parish Portal as a routine agenda item to monitor parish fault reports and the outcomes. It was **Resolved** to do so and to explore routine reporting on Facebook and PAWNews. **Action: Clerk**
- II. The KCC Schemes Project Manager has offered to meet with Councillors to discuss a Highways Improvement Plan for the Parish. Members **Resolved** to accept the offer. **Action: Clerk**

18/19.0700. WPC Grant Awarding Policy:

As some Members had not read the policy the item was deferred to the next meeting.

18/19.0701. Financial support for Waltham Village Website:

An approach has been made for the council to contribute to the cost of Waltham.org's annual Domain registration. Members **Resolved** to approve payment of £14.39 for one year's registration under [LGA 1972 s.142](#), and to further explore future management arrangements. **Action: Clerk**

18/19.0702. Preparations for May elections:

Cllr Barry reported that work was continuing on encouraging Waltham residents to consider standing for election and suggested ways to disseminate information on Facebook and PAWNews. **Action: Chair and Clerk.**

18/19.0703. Any other matters for discussion:

- There being no other matters Members were advised that the next meeting will be on Tuesday 2nd April commencing at 7.30 pm.
- Advance Notice was announced that the Annual Village Meeting will be held on Tuesday 14th May commencing at 7.30 pm.

The meeting concluded at 9.05 pm.

Signed: (Chairman)

Date: 2nd April 2019

**Waltham Parish Council
Year to Date Finance Report**

Appendix 1

Category	Amount £
Receipts	
Precept	7500
Interest from Deposit Account	2.2
Reclaimed VAT	110.07
Other Income	2122.63
Concurrent Functions Funding	2198.29
Total	11933.19
Payments	
Clerk net Salary	-2006.42
HMRC (Clerks tax)	-10.8
Work from home allowance	-100
Stationery, IT	-347.99
Clerks mileage expenses	-14.85
Insurance (PC)	-341.2
Internal Audit	-60
KALC - ACRK Subscriptions	-234.12
Concurrent Functions Funding	-1915.17
General grants & donations	-850
Other Payments	-2770.36
VAT	-630.21
Total	-9281.12
Balance for period:	2652.07
Less unpresented cheque no: 600 (KALC)	72
Balance in Treasurers Account	6868.14
Balance in Instant Savings - 466	3262.34
Balance in Instant Savings - 752	1469.36
Total	11599.84

Notes to the Report:

- : Instant Savings Accounts 466 and 752 to be merged after 1st April.
- : Outlook issues to be investigated Thursday 7th March. £40 an hour.

WPC/asm/02/03/2019