

Waltham Parish Council

EST. 1894

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

Present: Parish Councillors: John Barry, Jane Robinson, Sue Browne, Ben Grillet and Carolyn Lawrence
City Councillor: Robert Thomas
Parish Clerk: Tony McCord.

There were two members of the public present.

Meeting commenced at: 19.35.

19/20.0087. To receive and approve apologies for absence:

Apologies for absence were received from County Cllr Michael Northey and Kevin Finnon, Community Warden.

19/20.0088. To receive declarations of any Disclosable Pecuniary interests or Other significant Interest:

There were no declarations relating to agenda items.

19/20.0089. To approve the minutes of the meeting held on 1st October 2019:

The minutes were deemed to be a correct record of Resolutions and were approved and signed.

19/20.0090. Matters arising from previous minutes not covered by the agenda:

: **19/20.0066** The Chairman reported that arrangements for Lease Purchase were progressing steadily.

: **Item 19/20.0074** In Kevin Finnon's absence discussion on the Community Warden scheme would be deferred to a later meeting.

19/20.0091. Public Session: To receive questions and comments from the public:

Members of the public had no questions to raise.

19/20.0092. To receive reports from County and City Councillors:

County Cllr Michael Northey had contributed a report, summarised as follows:

- KCC has a new Leader, Roger Gough. Cllr Northey is now deputy to the new Cabinet Member for the environment, Susan Carey.
- Operation Brock has been stood down as we did not leave the European Union on 31st October.
- The period of purdah begins on 6th November as Parliament was dissolved on November 5th.

City Cllr Robert Thomas presented his report:

- Manston - today I went to hear an update on the developers plans. The Development Consent Order is to be decided by the Secretary of State in the next year. There is currently a consultation on the airspace design <https://rsp.co.uk/news/airspace-design-consultation-update/>

- Hydrogen plant. The council has given landlord consent for a hydrogen plant in Greenhill. This is to a company called Ryse who will use hydrogen fuel cell to power TFL buses. It's still subject to planning permission though.
- Moving the offices. The council are looking to move offices to a more sustainable and environmentally friendly location. The details of which are yet to be finalised. Once the move has been finalised the redevelopment of the existing offices and car park can be progressed.
- Electric buses. The city council recently had a trial of electric buses to see if the infrastructure could cope with a single overnight charge in order to continuously operate through the day. The trial was a success and will now allow the next park and ride contract tender to be finalised for a new service in October 2020.
- East Kent Housing. The city council is currently consulting tenants on the future option of the management of the properties with the recommended solution being to bring the service back in-house at the council.
- <https://news.canterbury.gov.uk/search-for-ice-rink-staff-kicks-off/>. The city council will be providing an ice rink in the Dane John Gardens from the end of the month. The council has been recruiting staff and it should make for a magical Christmas experience.
- Polling stations. At the start of every term a review of polling stations and places has to be undertaken. This has recently been completed...just in time for the General Election!
- Budget. The city council budget is due to go out to consultation from next week. With £5m of savings to achieve in the next three years on the backdrop of £12.5m savings to 2020 there's some difficult decisions ahead.
- Corporate Plan. This has been delayed due to Purdah restrictions from the general election.
- Local Plan. The timetable has been agreed and we'll be reviewing our plan. We know the government require us to increase the number of houses planned each year from 800 to 1120.
- Planning training for parish councils is due imminently.
- Parish seminar is 16th November. It's a chance for a city and parish councils to assess the good, the bad and the areas for improvement. This will lead to a revised Parish Charter in due course.

19/20.0093. Financial Matters:

- i) **To note the Parish Councils financial position:** A year to date financial report had been distributed to Members prior to the meeting and was discussed in detail. Total receipts to date = £10,694.88; Payments £8,387.30; Balance for period £2,307.58; Balance in accounts £13,569.44

It was unanimously **Resolved** to approve the report.

Action: Clerk/RFO

- ii) **To authorise any payments:**

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

Payment Schedule

Date	Payment Summary	Cheque No:	Net Amount	VAT	Gross Amount
01/10/2019	Clerk October salary & expenses	0634	£217.40	0	£217.40
			£217.40	0	£217.40

It was **Resolved** to approve the schedule and the payment was authorised in accordance with Councils Financial Instructions.

Action: Clerk/RFO

iii) To Consider a DRAFT budget for 2020/21 and indicators for a further two years.

Having received a copy of the draft prior to the meeting Members took part in lively debate on the content with some Members expressing concerns about the impact on households in the parish. Some changes were suggested including management of the Contingency Reserve, an increase in the Training budget, and grants to organisations being brought in line with the agreed Grant Funding Policy. It was **Resolved** that an amended version be produced resulting in a slightly reduced Precept for 2020/21 compared to the current £7,611 but that in future years increases may be inevitable following changes in grant receipts. **Action: RFO**

19/20.0094. Planning Matters

- a) CA//19/01917 Richdore Road, Waltham. It was **Resolved** not to object to the proposal.
- b) CA//19/02048 Church Lane, Waltham. It was **Resolved** not to object to the proposal.

Action: Clerk

19/20.0095. Highways and the Environment.

- i) A check on the Parish Portal indicates a significant number of items on the Faults List as a consequence of Cllr Lawrence reviewing salt bin location and condition. All are being addressed by KCC but some new requests may need deferring to next year. The Chairman thanked Cllr Lawrence for her work on this and also complimented Michelle Weston, KCC Project Manager for her detailed involvement.
- ii) **Adverse Weather Policy.** As the Kent Winter Service Policy provides restricted cover for Richdore Road and Woods Hill only there have been informal arrangements to treat minor roads in the parish which have not been funded by the Council in recent years. A budget has been proposed as part of the Contingency Reserve and it was **Resolved** that an adverse weather policy was needed to ensure effective management. **Action: Clerk**

19/20.0096. Parish Council Website.

Members were advised that the option appraisal was continuing and in addition a local website designer was drafting some demonstration websites for Council consideration. Discussion ongoing with KALC on a Kent wide approach as a possible alternative option. It was Resolved to keep the subject as a standing agenda item to monitor progress. **Action: Clerk**

19/20.0097. Defibrillator Project and use of Telephone Kiosk

The Clerk reported that City Cllr Robert Thomas had donated £250 from the Members Fund for awareness training. The British Heart Foundation is donating a Defibrillator and training materials conditional upon match funding. A Capital Grants Applications is under consideration by the City Council to help with purchase of a heated cabinet for public access. Members **Resolved** to support a proposal to base the Defibrillator in the telephone kiosk opposite the village hall should the application be successful. **Action: Clerk**

Cllr Lawrence reported that interest had been expressed on Facebook about the provision of a Library in the telephone kiosk. Debate included the need for clarity on who would coordinate the facility and a potential loss of income for the village hall. It was Resolved that Council would support the proposal in principle but required further information before a decision. **Action: Cllr Lawrence**

19/20.0098. Rural Exception Site.

Members considered the implications of advice in the Canterbury and District Local Plan (2017) relating to Council involvement and **Resolved** that the Clerk should check the position at a Planning Training session then construct a draft response to the enquirers. **Action: Clerk**

19/20.0099. Any other business for information purposes only.

- i) **Airfield Memorial.** The Chairman reported that the Crundale Parish Chairman had agreed to site the memorial at the Sole Street / Richdore Road junction which is adjacent to the airfield site.
- ii) **Waltham Bonfire.** It was reported that the event had proved a great success and had raised about £300 - thanks to all involved.
- iii) **Business Plan.** The Chairman suggested that as parish councils are facing increasing statutory and financial responsibilities the development of a business plan may help with prioritising within scarce resources.
- iv) **Cllr Browne** reported that maintenance on Fire Hydrants in the parish had now been completed. The Chairman thanked her for coordinating the work.

The meeting concluded at 10.10 pm.

Next Meeting to be held on **Tuesday 4th February** commencing at 7.30 pm in the Village Hall.

Proposed schedule of meetings for 2020:

All to be held at Waltham Village Hall commencing at 7.30 pm.

Tuesday 4th February.

Tuesday 3rd March.

Tuesday 7th April.

Tuesday 21st April (Annual Parish Meeting).

Tuesday 5th May.

Tuesday 2nd June.

Tuesday 7th July.

Tuesday 1st September.

Tuesday 6th October.

Tuesday 3rd November