

Waltham Parish Council

EST. 1894

Minutes of the Ordinary Parish Council Meeting held on the 1st of November 2022 at Waltham Village Hall

In line with the Transparency Code all public 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, and Chris Crowley.

The meeting commenced at 19.35 with a welcome by the Chairman.

22/23.071 Apologies for absence:

Apologies were received from Cllr Ben Grillet. City Cllr Robert Thomas also sent his apologies.

22/23.072 Declarations of any Disclosable Pecuniary interests or Other significant Interests:

There were no declarations of interests.

22/23.073 Approval of Minutes:

The minutes of the Ordinary Meeting of Council held on the 4th of October were approved as a correct record of business and resolutions.

22/23.074 Public Session:

There were no members of the public present.

22/23.075 Chairman's report:

- i) **Defibrillator Awareness session.** Cllr John Barry gave a resume of activities during the session, which was attended by 14 parishioners, the majority from Waltham. Grateful thanks were expressed for the involvement of the St John Ambulance team and it was resolved to explore some form of recompense in recognition of their support. **Action: Clerk**
- ii) **Notice board repairs:** It was noted that replacement acrylic glazing and seals had been obtained from the supplier plus fitting instructions. Cllr Chris Crowley volunteered to conduct the work and was presented with an access key with ceremony. **Action: C Crowley**
- iii) **Telephone Box Refurbishment:** Having received supportive comments on the work specification Cllr John Barry agreed to approach contractors to gain quotes. It was noted that the potential cost could exceed the remaining capital grant budget. It was **resolved** that the priority should be refurbishment, with the provision of library shelving as and when affordable. **Action: J Barry**

22/23.76 Reports from County and City Councillors:

- a) A report from **County Councillor Mike Sole** had previously been sent to the Parish Council and published on Facebook and the parish website. Mike reported on a wide range of issues including an update on CCC's draft Local Plan; KCC discussions condemning Southern Water actions on sewage; concerns about the capacity of school bus transport; and his work on various committees.

- b) **City Councillor Robert Thomas** had forwarded his report including active travel proposals; the park and ride initiative; a successful prosecution for fly tipping; and a forward plan detailing upcoming Cabinet discussions. Details to be posted on Facebook and the parish website and offered to PAWNews. **Action: Clerk**

22/23.077 Financial Matters:

- a) **Financial Report:** Members had received an income and expenses report covering the period 1st of April to the 20th of October. Finances to date are as predicted with no anticipated problems at year end. It was unanimously **resolved** to approve the report.
- b) **Payment Schedule:** A payment schedule had been included in the agenda pack:

Payment Schedule – 1st to 31st October 2022

Bank Balance @ 21:10:22 = £11,765.69

Transaction Number	Invoice Date	Invoice Number	Payee	Payment Summary	Net Amount	VAT	Gross Amount
22/23.22	21:10:22	-	A.S.McCord	Salary & expenses	240.60	-	£240.60
22/23.23	19:04:22	9849	KALC	Advanced Planning training	£50.00	£10.00	£60.00
					290.60	£10.00	£300.60

Members **Resolved** to approve the schedule subject to internet banking authorisation by Cllrs J Robinson and S Browne. **Action: Clerk**

- c) **Draft Budget:** A second draft of the proposed 2023-24 budget had been circulated with the agenda pack. There was general acceptance of the proposals but concerns were expressed that village organisations may be faced with inflationary pressures which may not have been considered. Members were reassured that an inflation buffer was in place, and it was accepted that the priority was to work within the precept. Members were advised that insurance costs are likely to increase, two quotes were being requested, and this would be included in a final draft for resolution at the next meeting. **Action: Clerk**

22/23.078 Highways Improvement Plan (HIP):

Cllr Chris Crowley reported on his discussions with the KCC Highways Improvement Team to identify viable solutions to concerns about road safety and traffic speeds, establishing which are assessed as most likely to be effective. The current HIP will now be reviewed as a draft for WPC discussion, in recognition that there are no ‘silver bullets’ in achieving WPC objectives. **Action: C Crowley**

22/23.079 Canterbury and District Local Plan:

Members considered briefing notes summarising the City Councils vision, strategic objectives, and development strategy up to 2045. The intentions for rural areas were noted including the classification of rural villages. It was felt that the local plan was limited in scope, concerns being raised about the interface with Health, Social Care and Education. Members **resolved** to consider the plan in more detail at the next meeting based on an analysis of the strategic objectives. The importance of consultation with parishioners was recognised and this would be part of preparations.

Action: Clerk

22/23.080 Waltham Parish Plan:

The Clerk advised Members that work on information gathering for the initial stages of the plan was continuing. A set of objectives had been compared with the CCC Local Plan and Members felt that this would be a useful focus for discussion. A new electoral roll was expected in December, and details from the 2021 Census would begin to arrive in the new year. **Action: Clerk and Councillors**

22/23.081 Canterbury District Code of Conduct

Consultation documents on a revised Code of Conduct had been received from the Monitoring Officer. Members considered a draft response and **resolved** that this should be submitted together with a note of appreciation of early consultation at the pre committee stage. **Action: Clerk**

22/23.082 Date of next meeting:

It was confirmed that the next Ordinary Meeting would be held as planned on the 6th of December 2022 commencing at 19.30 pm.

Business having been concluded the Chairman closed the meeting at 20.45.

Chairman's Signature :

6th of December 2022

A handwritten signature in black ink, appearing to read 'S. Barry', written over a set of horizontal lines. The signature is fluid and cursive.