

Waltham Parish Council

EST. 1894

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<https://clerk@waltham-pc.gov.uk>

Minutes of the Ordinary Parish Council held on the 5th of September 2023 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://waltham-pc.gov.uk>

Present: Parish Councillors John Barry (Chair), Ben Grillet, John Hockley and Jane Robinson. KCC Cllr Mike Sole, Canterbury City Cllr Mike Bland, PC 15563 Simon Reed, PC 15822 Liam Wratten, locum Clerk Tracey Block.

There were three members of the public in attendance.

The meeting commenced at 7.30pm with a welcome and introductions by the Chairman.

23/24.038 Apologies for Absence:

Apologies for absence had been received and were accepted from Tony McCord.

23/24.039 Declarations of Disclosable Pecuniary Interests or Other Significant Interests:

Declarations of Personal but not Pecuniary Interests were received from:

Cllr Robinson as a member of the WSRA Committee, Cllr Grillet as a member of the WSRA Committee, Cllr Hockley as a member of the Village Hall Committee, Cllr Barry as his partner is a member of the Village Hall Committee.

23/24.040 Approval of Minutes:

The Chairman requested comments on pages one to three of the minutes. There being no comments on accuracy it was Resolved to approve and the Chairman signed the document as a correct record.

Action: Clerk

23/24.041 Public Session:

PC Reed introduced himself and PC Wratten.

PC Reed explained that the PCSO role is now redundant and that PCs are covering the areas now. PCs Reed and Wratten cover Adisham to Barham and Spring Lane. There is a 40% shortfall in the number of PCs required in the area with no new PCs coming forward until November 2024 at the earliest. PC Reed has 10 years of experience in the Metropolitan Police Force and both PCs are hungry for justice.

PC Reed can be contacted on: simon.reed@kent.police.uk

PC Wratten can be contacted on: liam.wratten@kent.police.uk

The PCs are speed trained and are keen to be involved, they will undertake speed checks if required.

A member of the public asked how the PCs interact with the Rural crime Task Force, PC Reed explained that they are continued contact with the Rural Crime Sergeants and check the intel daily.

The member of public asked about whether there are any strategies on dealing with fly-tipping? PC Wratten recommended that the public continue to report any fly-tipping.

The PCs are happy to have their email addresses published and will be pleased to attend any events that they can.

Cllr Barry welcomed a member of the public who has expressed an interest in becoming a Parish Councillor.

23/24.042 Chairman's Report:

a) Update on ENF 20100199 Dene Meadow and any CCC response

No response from the deputy director (Planning) to our query dated the 8th of August. Cllr Barry asked Cllr Mike Bland to escalate the query by involving Ward Councillors and requesting a Committee discussion. This is a clear breach of the Parish Charter agreement. This has been ongoing since 2016, this does not have a change of use.

b) Discussion on parishioner concerns re. permissive access.

Cllr Barry explained the issue to the meeting. It was suggested that the land is probably being managed by a land management agency. There was a discussion surrounding this matter.

Resolved: The Clerk is to contact the agent/land-owner for informal discussion and also local farmer to resolve the issue. **Action: Clerk**

c) Website Provider

The Clerk had circulated a communication regarding changing the website provider.

Resolved: To adopt the Clerk's proposal to accept the quotation from Parish Online.

Action: Clerk

23/24.043 Reports from County and City Councillors.

County Councillor Mike Sole had contributed a report for August 2023, describing his activities as Ward Councillor for Nailbourne Ward and his County Councillor responsibilities. Mike's report is published in full on the Waltham Facebook page.

Cllr Sole reported that he had previously discussed grants for the Highways Improvement Plan. Cllr Sole suggests that any application is received soon.

It was noted that the Waltham pointer is still missing from the Sole Street Crossroads post. Cllr Sole explained that residents should expect cuts and reductions in services. Please keep reporting potholes.

City Cllr Bland explained that he will be sending reports going forward.

His role is Chair of the Licensing Committee and the Licensing sub-committee. He is also on the Joint Transportation Board so would be interested in seeing the Highways Improvement plan. He sits as a substitute on the Governance Committee and on Planning and Scrutiny. Cllr Bland explained that the Local Plan is being reviewed and a revised version will be published for consultation by 01/2024. The City Council is in a situation of planning presumption as it has fallen behind on its housing supply due to Stodmarsh and the pollutants/nitrates issues.

A member of the public asked whether CIL payments could be spent on mitigating waste water treatment issues. Cllr Bland was not sure whether that would be possible.

Cllr Barry mentioned that the social housing flat in Waltham has sat empty for 17 months and the parish is keen to see this flat used.

23/24.044 To consider Grant Applications for:

- a) **Waltham Village Hall Management Committee**
- b) **St Bartholomew’s Church**
- c) **Waltham Sports and Recreation Association**

All three applications are as circulated. The Councillors considered each application in turn:

Waltham Village Hall Management Committee - Resolved: To approve the grant application. **Action: Clerk**

St Bartholomew’s Church - - Resolved: To approve the grant application. **Action: Clerk**

Waltham Sports and Recreation Association - - Resolved: To approve the grant application. **Action: Clerk**

23/24.045 Financial Matters:

- a) **To receive a Finance Report for the period 1st to the 31st August 2023.** Members were advised that all expected receipts have been credited to the Unity Trust account. **Finance balances are as expected and are an exact match with bank statements.**

- b) **To approve a Payment Schedule**
Finance Report 1st of April to 31st of August

Balance brought forward 01:04:2023	£9,346.94
Total receipts (including B/F)	£10,314.70
Total payments	£2,708.95
Cashbook Balance	£16,282.69
Unity Trust balance	£16,282.69

Payment Schedule 1st to 31st of August 2023

Transaction Number	Invoice Date	Invoice Number	Payee	Payment Summary	Net Amount	VAT	Gross Amount
23/24.17	18:08:2023	365500	CCC	Election Recharge	£56.70	-	£56.70
23/24.18	14:08:2023	-	WVHMC	S.137 Grant	£2,500	-	£2,500
23/24.19	16:08:2023	-	St Bartholemew's	S.137 Grant	£1,000	-	£1,000
23/24.20	14:08:2023	-	WSRA	S.137 Grant	£2,500	-	£2,500
23/24.21	25:08:2023	05	A.S.McCord	Salary & Expenses	£267.10	-	£267.10
23/24.22	05:09:2023		Tracey Block	Locum invoice	TBC	-	TBC
Total						-	

Prior approval is needed for the Locum Clerk's invoice. An updated schedule will be sent to Members before starting the online banking authorisation process.

It was **Resolved** to approve the Payment Schedule.

Action: Clerk

c) To approve the appointment of April Skies Accounting for the 2023-2024 Accounts.

Action: Clerk/RFO

The Parish Council has been very impressed with April Skies Accounting and this would appear to be what is required to go for Award Scheme recognition.

It was **Resolved** to approve the appointment of April Skies Accounting for the 2023-2024 Accounts.

Action: Clerk

23/24.046 Data Protection Policy: To discuss a detailed policy intended to support the statutory requirements of section 21 of the Authority's Standing Orders.

The Clerk had circulated a new Data Protection policy. The Award Scheme compliance demands greater attention to policy and procedure updates.

It was **Resolved** to approve Data Protection Policy once the typographical APC has been corrected.

Action: Clerk

23/24.047 Parish Plan:

The Clerk had produced and circulated a report to aid discussion. The Parish Plan will need to be a regular agenda feature as we continue with its development, especially over the next few months.

- a) To receive the analysis of 30 parishioner responses to the questionnaire.
The Parish Councillors were interested in the analysis received.
- b) To note the range of priorities in each of the five subject areas.
The Parish Council notes the range of priorities in each of the subject areas.
- c) To consider Project Management Plan priorities for inclusion in the 2024/25 budget setting process and for Capital Grant applications.
The Parish Council noted that the new Play Equipment will be costly and needs to be considered.
- d) To consider ways of continuing engagement with parishioners on the development of the plan.
A member of the public interested in becoming a Parish Councillor has experience in engaging with individuals and their input would be welcomed.

23/24.048 Parish EV Project: To confirm WPC's interest in the KCC/CCC initiative to provide electric vehicle charging points in rural areas.

We have registered an interest in this project. The pace of development will be driven by KCC and CCC. A very good opportunity for engagement with parishioners on this aspect of service development. The eligibility criteria states that land must be owned by the Parish Council. The PC owns no land that could be used so it was felt that this could not be progressed.

There was a discussion about having a community electric vehicle that could be booked for use. Zip cars offer something like this and could be investigated.

23/24.049 Date of Next Meeting: Business having been concluded the Chairman thanked attendees for their contributions and closed the meeting at 9.10pm. The next Ordinary Meeting is scheduled for **Tuesday the 3rd of October** commencing at 7.30pm in Waltham Village Hall.

Chairman's Signature:

3rd of October 2023