

ICKHAM & WELL PARISH COUNCIL

Parish Meeting – 20th July 2015 at 7.30pm

Minutes of meeting

Present: Councillors K Tatman (Chair), S Hipkin, K Richards, L Shouls, P Hodges, Mrs P Heath (clerk).

Public: Councillors M Northey and S Walker, Mark Newman and Mita Patel from Southern Water and 6 members of the public

2015/34: Apologies:

Councillors J deGraft-Johnson, G Wyant.

2015/35 Declarations of interest

Councillors J deGraft-Johnson, S Hipkin and L Shouls, all residents of Ickham Court Farm, declared their interest in both the proposed mirror on Forge House and in the suggested oak tree memorial, which might adversely affect the water pipe running under the green which served their homes.

Councillor Tatman expressed an interest in the replacement of the water main in Bramling both because of the disruption of the A257 and the fact that his house had been flooded the previous year.

2015/36 Minutes of annual meetings on 18th May and meeting on 15th June

36/01: The minutes of the APCM were signed as a true record.

36/02: The minutes of the APM were amended on page 2 under Bramling Charity Fund to read that the fund ‘was set up 12 years ago’, and the minutes then signed.

36/03: The minutes of the meeting on 15th June were signed as a true record

36/04: The signed minutes will be re-circulated via Jacque and a notice placed on the notice boards at Ickham and Bramling inviting parishioners to request copies from the clerk if they are unable to access the emailed versions.

2015/37 Matters arising

- 37/01: APCM 03/02 – Councillor Richards reported that she had attended and passed the First Aid refresher course.
- 37/02: APCM 03/03 – In Councillor Wyant’s absence, it was not known if she had spoken to Martin Twyman re locking the gate to the field behind The Street, so the matter will be carried forward to the next meeting.
- 37/03: APCM 03/04 – Despite ex-Councillor Dwyer having contacted Mansfield several times, no meeting had yet taken place and this will also be carried forward.
- 37/04: APCM 06/05 – There had been some communication between Councillor deGraft-Johnson and David Rosslyn-Smith, who was at the meeting and had offered to help with future funding, and Mrs Ward, who was unable to attend. Ex-Councillor Dwyer had previously spoken to the Conservation Society who had indicated that they might consider a donation towards the upkeep in the future, but not towards costs already incurred. Councillor Hipkin mentioned setting a budget of £1,016.50 for maintenance, on the assumption that similar work would be required every three years. This matter will also be carried forward to the next meeting.
- 37/05: APCM 07/02 – The clerk confirmed that the annual accounts for 2014-5 had been sent to Littlejohn’s on schedule but had yet to be examined.
- 37/06: APCM 11/03 – via email, Councillor deGraft-Johnson reported that planning permission was not required for the proposed mirror on Forge House and he was currently awaiting a response from his email to the Housing Manager.
- 37/07: APCM 13/02 – David Rosslyn-Smith stated that he was happy to maintain contact with Kent CC whom he had contacted re dredging the pond, at no cost to the Parish, thus releasing the funds that the FOI had set aside for this purpose.
- 37/08: APCM 16/05 – via email, Councillor deGraft-Johnson reported that he had arranged that Stephen Twyman would inform John Puddle and Lynn Gooderson when he next planned to crop spray, as this affected their bees. He confirmed the feasibility of Councillor Richard’s earlier suggestion that an instant alert service could be set up on the parish website.
- 37/09: APM 28/03 – via email, Councillor deGraft-Johnson reported that the website had been updated and was now current and compliant and was congratulated for his work. It is still a work in progress and the new gov.uk website will be linked to the relevant parts of the Parish Plan website so both are kept in step.

2015/38 Finance

- 38/01: Councillor Hipkin reported that the Concurrent Funding application had to be submitted in September. Last year we had received 70% (£3,725) of the £5,360 requested, (£1,400 for grass cutting, £2,820 for tree and shrubbery maintenance, £600 for insurance and £540 for ponds and notice boards upkeep). He asked the members if they knew of any other likely expenses in the forthcoming year.
- 38/02: Councillor Shouls mentioned litter picking. Councillor Tatman stated that it would be Serco's responsibility to clear any debris caused by the rubbish collection. They would not clear up general litter and Councillor Walker mentioned that Serco would supply litter pickers and bags for this purpose, perhaps at no extra cost.
- 38/03: Only £48 had been spent on hedge cutting last year. The maintenance of the hedgerow, fencing and railings of the new green were the Council's responsibility. Councillor Richards also mentioned the apple trees on the new village green which would need pruning.
- 38/04: Clarification, possibly by Geoff Preston or John Bird, was required on the ownership of the walls and hedgerows alongside the public pathways by the side of the church.
- 38/05: The lych gate is a major Parish asset and its maintenance therefore a Parish responsibility.
- 38/06: There are two benches on the village green and benches and table on the new green, and two notice boards which must be maintained.
- 38/07: Councillor Hipkin mentioned the need to justify grant funded expenditure during a retrospective audit and how this would make annualised budgeting difficult (for example, spreading the potential £3k cost of maintaining the sycamore trees over three years).
- 38/08: Councillor Walker, who is Vice-Chairman of RAMP stated that there was £15k available for the parishes around Canterbury for one-off projects that would accord with the Council priorities of economic, social or environmental improvements. He mentioned that RAMP had awarded £1,500 to Bekesbourne and Patrixbourne councils for the skate boarding event that they were organising and that recipients had to match the funds awarded. Councillor Tatman suggested the bus shelter proposed in the Parish Plan and renovating the pond was also mentioned. It was important to gain and be able to demonstrate village support for any project for which a grant was sought.

2015/39 Highways

- 39/01: Mark Newman, project manager, and Mita Patel, customer liaison, from Southern Water, were present at the meeting to discuss the replacement of the mains water pipe between Littlebourne and Wingham Well, which had burst 27 times since 1970. The smaller spur pipelines to Wingham, Ickham and Wickhambreaux might also need replacing.
- 39/02: Mark explained that the replacement pipe would run from the bridge at Littlebourne through Bramling and either up Wingham Well Lane or across the fields, yet to be decided. The narrowness of the Lane would mean that it would have to be closed during work, hence the consideration of going across the fields instead. The exact details would be confirmed before the start of the project.
- 39/03: The contractor, Clancy Docwra, estimated that the project will begin around the end of September / early October and would, hopefully, complete in 3-4 months, but would, obviously, be affected by the weather.
- 39/04: To help mitigate the massive knock on effect of the work, manned traffic lights will be set up at the junction of Nargate Street, which will remain open, and the A257.
- 39/05: Comments were made about lack of information given to residents, but Mark mentioned that drop in sessions would be set up once details and dates finalised. Councillor Tatman also pointed out that information had been sent to residents from Southern Water six months ago and emails circulated via Jacque. He himself had attended two meetings with Southern Water.
- 39/06: It was mentioned that the side of village giving access to Nargate Street had been flooded several times and that this could cause major problems if it re-occurred during the partial closure of the A257, where a single lane might be in operation for up to 5 months, although it was hoped less.
- 39/07: Councillor Tatman requested information on contingency plans if bad weather conditions severely hampered completion.
- 39/08: The effect on the road surface was mentioned but Councillor Tatman, confirmed by Councillor Northey, explained that Southern Water would only be responsible for the specific areas in which they had worked and not in resurfacing the road as a whole. He had spoken to Highways who had informed him that the road met current standards and was therefore not eligible for resurfacing. Councillor Northey stated that contractors had to restore the road to the condition prior to work, and that work on the roads was co-ordinated wherever possible.

- 39/09: Contractors were given a licence with a fixed period during which work must be completed. Any over-run elicited a fine of £200 per day, and adverse weather was not allowed as an excuse.
- 39/10: Drop in sessions will be arranged – possibly in Littlebourne or Wingham village hall – where the public can raise queries / concerns. Southern Water is keen to work with the villagers and will provide detailed plans and dates of closures.
- 39/11: Very few properties will be affected by water being cut off and Southern Water will give adequate notice to them and will provide bottled water. No businesses will be without water.
- 39/12: Councillor Tatman thanked Mark and Mita for their time.

2015/40 Looking after the Electorate

- 40/01: Each Councillor had been assigned approximately 50 parishioners for whom they were responsible in order to ensure good communication and to look after the vulnerable, particularly in difficult times such as when Southern Water was replacing the mains pipe.
- 40/02: Councillors were asked to visit each one to establish contact, discuss any issues and ways to improve our disaster planning and to find out the manner in which residents wished to be kept informed in the future – i.e. via email, letter, or by 'phone or in person.
- 40/03: Councillor deGraft-Johnson had already visited his assigned residents and this had taken him about two hours to achieve.
- 40/04: It was suggested that, in addition to the two notice boards, documents, such as agendas, could be posted in the pubs at Bramling and Ickham, if the landlords agreed, and in The Gazette.
- 40/05: It was mentioned that we need a Data Protection Policy, (we already have a Data Retention one), and a policy on methods of communicating to achieve objectives, for example, issuing personal invitations to specific meetings to residents affected by issues being discussed. The lists of residents that Councillor deGraft-Johnson has compiled in order to allocate responsibilities are being held in accordance with the principles of Data Protection.

2015/41 Serco

41/01: Councillor Walker reported that he had had a meeting with Serco three weeks previously to discuss service failings. Serco had told him of difficulties that they had experienced 4 -6 weeks ago which had had a knock-on effect on services, which now should have improved. They also told him that they no longer wished to retain the contract, which ran until 2019, and were trying to sell it on, subject to approval from the city council.

41/02: Councillor Shouls stated that Serco were obliged to clear reported litter following a rubbish collection under the terms of their contract. Councillor Hodges pointed out that they were not obliged to clear other debris and it would be difficult to establish responsibility for the litter.

41/03: It was suggested that it might be easier if the villagers cleared up, particularly if special equipment, (i.e. rubbish bags and litter pickers), were made available.

41/04: Councillor Walker asked that evidence of debris left should be photographed and emailed to him so that he could deal with Serco. He also pointed out that, if Serco missed collecting from a whole street, they would only incur a fine for each person reporting it unless the report was made through himself or one of the Parish Councillors.

2015/42 Fingerpost

42/01: David Rosslyn-Smith had trimmed all the shrubbery which had been threatening the post.

42/02: The fingerpost is the responsibility of the Parish Council not of the Highways department.

42/03: Friends of Ickham had kindly offered £200 towards the cost of renovating the post, money which had originally been allocated to clearing the pond, a task undertaken by Kent CC at the behest of David Rosslyn-Smith.

42/04: An estimate of £180 to renovate the post had been received from Tony Jones and all agreed that the work should go ahead and that the Councillors should approve the quality of the finished work and, as the funders, the FOI should approve the cost. It did not appear that the post needed replacing but, if it had, it would have cost an additional £400.

2015/43 Dog fouling

43/01: Dog fouling was a particular problem on the fields and alleyway by The Duke and alongside the church.

- 43/02: Councillor Richards suggested that we use the 'Poo Fairy' stickers and posters used with effect by Littlebourne and reported that a pack of 10 A4 posters cost £5 as did a pack of 3 stickers. It was agreed that a pack of posters and 3 packs of stickers should be purchased and prominently displayed.
- 43/03: Bins were provided at the end of Drill Lane and by the church but there wasn't one in Seaton and it was suggested that one should be provided, although it was subsequently pointed out that residents had declined having a bin when asked in the past.
- 43/04: Councillor Shouls suggested that a notice be displayed near the alleyway informing dog walkers that it was illegal to foul public spaces and pathways and anyone not clearing up their dog mess was subject to a fine. It was questioned how this could be enforced and suggested that the gentler approach of the Poo Fairy be tried first for a month, later reinforced by prohibitive signs if necessary. Persistent fouling could be reported on the Canterbury website with a view to catching irresponsible dog owners.
- 43/05: It was suggested that a notice could be placed in The Duke, reminding visitors that it was illegal to allow their dogs to foul fields and the pathways outside.

2015/44 Stile in Seaton meadow

It was reported that James Holstock leased the land in which the stile was situated but that the matter 'was in hand'. Councillor Richards said that she would obtain further details on the situation.

2015/45 Maintenance of lych gate

Although the lych gate was listed as a parish asset, it was unclear whether the church paid for its maintenance as there appeared to be a fund for this purpose. In the absence of Councillor Wyant, who was a church warden and member of the PCC and who would probably know the answer, the matter was deferred to the next meeting.

2015/46 Fred Bennett memorial oak tree

- 46/01: Fred Bennett, who died three years ago, was a much loved resident of Ickham who used to run the post office. His son, John, wished to plant an oak sapling on the green where an oak tree had once stood in memory of his father.
- 46/02: An email had been received from Alan Jones, who lives in Ickham Court Farm, citing objections to the proposed location – namely that it would overhang both his and David Haywood's properties, reduce light coming from that direction and might, in time, damage both the

water pipe and French drain which were installed when the barns were converted.

- 46/03: Councillor deGraft-Johnson endorsed this himself and also referred to the minutes of a council meeting held on 10th February 2003, item 1/2003, which expressed concern that 'nothing be done to cause any problems with providing water to the Church'.
- 46/04: Councillor deGraft-Johnson suggested that it might be possible, subject to approval of Canterbury CC, to replace an ailing sycamore tree with the oak, currently protected under a TPO, and was actioned to approach the Council to discuss the matter.
- 46/05: Alan Jones suggested that the tree might be placed by the pathway leading to the fields to the right of the church, subject to permission, or on the new village green.
- 46/06: A bench on the green, or a plaque were suggested as an alternative memorial. Having any type of memorial for a particular villager was questioned but the facts that Mr Bennett had bequeathed money to the church and had played a prominent part in village life were cited as reasons.
- 46/07: The cost of maintaining the tree was mentioned but this would not be an additional cost if replacing the damaged sycamore.
- 46/08: Councillor Tatman was actioned to report the discussions to John Bennett.

2015/47 Kent Healthwatch

- 47/01: Councillor Hodges had attended a session of the group which had been formed in 2013 to monitor health issues, social care problems and complaints. She felt that it was very useful to protect elderly residents, children and those affected by disabilities, mental health issues.
- 47/02: A bus was touring around Kent promoting the service and Councillor Hodges had taken part in Canterbury. A lot of interest had been expressed and public views on how to improve the quality of health and social services would be forwarded to the relevant departments.
- 47/03: Councillor Hodges asked that details of any potentially vulnerable people in the parish be emailed to her so that the appropriate services could be informed.

2015/48; Early cutback of hedgerows

48/01: Councillor Shouls had raised this issue as hedges in Baye Lane had been cut too early but she was happy for the item to be carried over as it was not urgent and the council needed to find out who owned the hedgerow.

48/02: Councillor Tatman stated that it is illegal to cut hedges at any time if it is known that the hedge contains an active nest. He also said that, if a farmer is claiming a government grant for the preservation of hedges, then they cannot be cut between March 1st and August 31st, dates also recommended by the RSPB for not cutting hedges. Orchard hedges may, however, be cut at any time, subject to the active nest condition.

48/03: The matter was deferred until the next meeting. It was noted that it would be necessary to determine where the issues lay and the persons responsible.

2015/49 Structure of future annual meetings

It was formally confirmed that the APCM would be held in April and the APM in May. It was further confirmed that there would be no meetings in August and December unless there were planning applications to consider.

2015/50 Data Retention policy

The policy was agreed by all.

2015/51 AOB

51/01: Councillor Richards expressed concern about the quality of water at Seaton Weir, which appeared to be contaminated with oil and diesel. The matter comes under the remit of Councillor Wyant.

51/02: The next parish meeting, scheduled for the 17th August, was brought forward a week due to the timescale of planning applications received.

There being no other business, the meeting was closed at 9.30pm.

The next parish meeting is at 6.30pm on Monday 10th August 2015

Appendix 1

Stuart Walker
Councillor for Little Stour & Adisham
Canterbury City Council

Simon Cook and I were very pleased to support the joint application for funding from Bridge and Bekesbourne with Patricxbourne Parish Council and it is brilliant to see Parish Councils working together on events and hopefully this will continue. As was discussed at the RAMP meeting we would very much encourage the two Parish Council to invite young people from other parishes South of Canterbury to the event. Hope the planning goes well and we look forward to visiting the event in the autumn.

I attended the Serco meeting last month which I found to be very informative. There still seems to be some work that needs to be carried out to ensure that some of the issues that happened recently do not happen again. There is definitely going to have to be ongoing dialogue with regards to the contract that they currently have and any further information that you can give me or anything that you want me to follow up on please let me know and I will action accordingly. I will chase up the comments from Ickham about litter in The Street.

I have submitted a motion to be considered by the full council to rescind the sale of the Mill Centre in Bridge. This hopefully should be sent to committee in the Full Council meeting later this month.

I am also hoping to submit motions to the Rural area members panel on speed limits in villages and outside schools to be considered by full Council before putting a proposal to KCC and also a proposal to discuss if any money could or should be spent to celebrate the Queens 90th birthday next year in the form of a large party? Any comments on these would be greatly appreciated.

Much of the last month has been spent on the 87 houses planning proposal in Littlebourne which I am sure you will agree was a great first result in the planning committee voting 7-5 against the application. There is still a lot of work to be done but thanks and a well done needs to go to Mike and the rest of the Littlebourne Parish Council for the opposition that they've organised and also for the subsequent meeting where representatives from several Parish Council's along the Nailbourne got together to discuss what they could achieve collectively.

There have also been several other smaller application discussions that I have had with residents and at the current time these all seem to be satisfactory.

I am pleased to announce that I have been able to organise 2 surgeries in Bridge and Littlebourne the first one being on 16 July starting at 9:30 and in Littlebourne on 23 July which will give local residents who may not have had

the opportunity to get in contact with the citizens advice bureau previously the chance to attend a drop-in session to make first contact. There are two further sessions planned for September and it is hoped that if they are successful that we will get the funding to be able to continue.

Like you I have received my report from Carl Shonhard last week and it is great that he has continued to update us with information for our area. Thank you to Lisa and to Carl.

A257 meetings have been resurrected following the election and I should hope to be able to attend them in the future. Unfortunately I wasn't able to attend the brainstorming session that was held recently but I would hope that some of these points could be raised at RAMP In the future.