

Minutes of a meeting of Bridge Parish Council
Thursday 11 May 2017 in Bridge Village Hall at 7.30 p.m.

PRESENT Cllrs A Atkinson (Chair), R Atkinson, Hodges, Davies, Dhaliwal, Fawke, Ferguson, Corfield Dhillon and the Clerk (P Wicker)

A villager spoke about the recent Annual Parish meeting. When asked, Cllr Atkinson stated that a letter had been sent to Inspector Moore in line with a statement made by him at the Annual Parish Meeting.

1/17-18 Election of Chair and Vice Chair for 2017-2018

Before passing to the election of the Chair and Vice Chair, a vote was taken as to the means of voting to be used. A proposal to vote by secret ballot was lost by 5 votes to 4. A proposal that each councillor would vote for only one candidate was agreed unanimously. Cllr Atkinson was proposed for the position of Chair by Cllr Corfield and seconded by Cllr Dhaliwal. Cllr Ferguson was proposed by himself and seconded by Cllr Davies. 7 councillors voted for Cllr Atkinson and 2 for Cllr Ferguson. Cllr A Atkinson was duly elected as Chair. Cllr Fawke was proposed as Vice Chair by Cllr A. Atkinson and seconded by Cllr Corfield. In the absence of other candidates, Cllr Fawke was nominated Vice Chair.

2/17-18 Apologies for absence were received from County Councillor Northey and City Councillor Cook.

3/17-18 Declaration of Interest & Lobbying and written Declarations of Disclosable Pecuniary Interests. Cllr Davies expressed an interest in item 12 (8) as one of those who had tendered for the work and signed the register accordingly.

4/17-18 Following a point of order raised by the Clerk, it was decided unanimously to use version 2 of the agenda as circulated to all Councillors prior to the meeting.

5/17-18 The minutes of the Parish Council meetings held on 13 April 2017 were confirmed as a true record, signed and dated by the Chair.

6/17-18 Matters arising from the minutes not covered under item 12 of the agenda.

The Clerk reported that

- a letter had been sent to residents of Riverside Close whose gardens back onto the recreation ground.
- A reply had been received from the Environment Agency specifying the process for replacement of the defective bridge leading onto the recreation ground.
- A letter has been sent to Clive Milne-Spaul and also to the owner of the Londis stores about the location of a new defibrillator. The wording of this letter was approved by Council having been circulated prior to the meeting.
- A potential opportunity has arisen to pursue a grant to aid with the desired works to the bus stop near Higham Lane. This will be forwarded to Cllr Northey. Letters still need to be sent to relevant landowners in the vicinity of the bus stop.

7/17-18 The following motions proposed by Cllr Ferguson were discussed by various speakers and voted upon.

- a) "That no further work is to proceed on the Bridge Neighbourhood Plan until the Canterbury District Local Plan has been adopted." This motion was seconded by Cllr P Davies. The motion was not carried.. Three councillors voted for the motion (Ferguson, Davies and Dhillon). Four councillors voted against (Cllrs A Atkinson, Hodges, R Atkinson and Corfield). 2 Cllrs abstained (Fawke and Dhaliwal).
- b) "That in the event that work is to continue on the Bridge Neighbourhood Plan, membership of the Neighbourhood Plan Committee is to be changed by the adoption of an open and transparent process to appropriately reflect the village's demographics (e.g. in terms of age, ethnicity, gender split, income groups etc) and to include representation from community and

business groups and geography, with the right of membership by councillors maintained; and that a written constitution and working arrangements (terms of reference) be formulated by the NPC for agreement by BPC.”

The motion was seconded by Cllr Dhillon. The motion was not carried. Three councillors voted for the motion (Ferguson Davies and Dhillon). Four councillors voted (A Atkinson, Hodges, R Atkinson and Corfield). 2 Cllrs abstained (Fawke and Dhaliwal).

8/ 17-18 Areas of responsibility to committees, sub-committees and outside bodies were allocated as shown in Appendix 1. One vote was taken in the course of deciding upon committee membership. It was about membership of the Neighbourhood Plan Committee. Cllr Ferguson proposed himself as a member of the Neighbourhood Plan Committee. This was seconded by Cllr Davies. 4 Councillors (Ferguson, Davies, Dhaliwal and Dhillon) supported Cllr Ferguson’s proposal. 4 Councillors voted against it (Cllrs Atkinson, Fawke, Corfield and R Atkinson) with one abstention (Cllr Hodges). The Chair’s casting vote was used to vote against the proposal, so the proposal was not carried. As part of the discussion about the Neighbourhood Plan Committee the Chair proposed a motion (seconded by Cllr Fawke) that the Neighbourhood Plan Committee should operate as a task and finish group to bring a draft of the Neighbourhood Plan to the full Parish Council for comments by September 2017 if possible. However, a formal vote on the motion was not taken.

9/17-18 Report from Canterbury City Councillor Simon Cook

Cllr Cook’s written report was read by the Clerk. “Our 11 new enforcement officers started last week. Five of them will be aimed at environmental enforcement including fly tipping which should further improve our work here. We have already issued the most fixed penalty notices for fly tipping in Kent and our cameras are proving very useful at gathering evidence. There will be a suggestion at the next RAMP meeting that a portion of the opportunities fund is used to buy more cameras (following an idea by the Herne Bay Area Member Panel) as they are particularly useful in rural areas.

Secondly, the community governance review will start in the summer. This will include looking at parish councils and whether they wish to alter their boundaries or merge with neighbours - we’ll look forward to hearing your views on this.”

10/17-18 Report from Kent County Councillor Michael Northey

Cllr Northey’s written report was read by the Clerk. “There is very little to report at present. I am delighted to have been re-elected. At Kent County Council, none of the new Cabinet Members or other posts have been announced and the committees are not known yet. It will all become clear at the KCC Annual General Meeting on May 25th. So things are a bit in limbo at present, though of course the day to day work, road repairs, social work, libraries, etc, carry on as usual.”

11/17-18 Disposal of business from the last meeting

Recreation Ground:

The list of jobs to be done was reviewed and revised. The resulting list is to be circulated to members of the recreation ground committee.

Neighbourhood Plan:

The Clerk reported that there had been no meetings of the Neighbourhood Plan Committee since the last Parish Council meeting. The AECOM Strategic Environmental Assessment process is now underway with statutory consultees. It will be published for residents to comment if they so wish.

12/17-18 Reports from Representatives to Outside Bodies.

The Chair reported on a meeting held on 10 May with Kevin Gore (drainage planned works team leader) of KCC Highways. Mr Gore acknowledged that works at the Conyngham Lane end of the High St need to be completed satisfactorily. Villagers and councillors are encouraged to report any drainage concerns to the KCCC highways through the online reporting tool. Mr Gore referred to a 50% cut in his budget for this year by KCC and admitted shortcomings with the KCC highways website

13/17-18 Matters for discussion and action.

1. Council agreed to spend **£1,000 towards supporting a legal challenge to the Mountfield Park development.** The Clerk will write a covering letter to explain the full terms and conditions. (ACTION: Clerk)
2. The Parish Council **Insurance policy with Came and Co was renewed for 2017-2018**
3. The Chair pointed out that formal **allocation of parish council reserves** is not a legal requirement. However, the Clerk was authorised to use the allocations announced at the 2016 Annual Parish meeting as a basis for his completion of the financial audit for 2017-2018
4. Council agreed to adopt for all Councillors the wording used in a letter dated 6 April 2017 from Cllr Ferguson relating to the **dispensation regarding housing from the Declaration of Public Interests.** Specifically the reasons given in the letter were that “ ..a similar dispensation had already been granted to members and co-opted members of the parish council on the basis that without the dispensation, the number of persons prohibited by section 31(4) from participating in discussions of the matters described would be so great a proportion of the parish council as to impede the transaction of the business. In addition, the granting of the dispensation is in the interests of persons living in the village.” The Clerk will seek advice from the Monitoring Officer about this dispensation now that the sites under consideration in the Neighbourhood Plan have changed since the last time this issue was discussed. (ACTION: Clerk)
5. The Emergency Plan was readopted for the following year with one amendment. The plan will be circulated to all councillors.
6. Cllr Dhaliwal provided an update on the **summer event scheduled for 8 July 2017**
7. The **next meeting of the Parish Council will be on 8 June** in the Sports Pavilion.
8. Council agreed unanimously to appoint Coppicewood to carry out **tree work on the recreation ground** as per the quotation received.
9. Council agreed to the use of the **recreation ground for a fireworks display** by the school PTA, probably on November 4 2017. Certain conditions regarding the associated groundworks will be communicated to the organisers by the Clerk based upon advice from Cllr Davies. Permission will need to be sought from the landowner. (ACTION: Clerk)
10. Council agreed to write to Bekesbourne Parish Council to see if they were satisfied with the size of the weight restriction notices now in the lay by on Bridge Hill. Cllr Cook will also be reminded of the need to insist upon the enforcement of the new parking restrictions. (ACTION: Clerk)
11. The following motion proposed by Cllr Ferguson was agreed to by all councillors:
“That recently BPC received proposals for development by Cantley Limited be published together with associated correspondence.” It was understood from discussion which took place about this motion that it would include all such proposals and correspondence dating from the present back to June 2015.
12. Feedback from the BVST meeting held on 8 May 2017 was provided by Cllr Hodges, concentrating especially on the problems caused by adult football teams leaving the pavilion in a poor state of cleanliness. The BVST will tighten up the contract with these teams in order to address the issues. Cllr Hodges expressed disappointment at the lack of publicity regarding the potential hire of the pavilion.
13. The Chair reported that the Mill Centre leases have now been signed but that the Parish Council copies have not been received in the parish office.

14/17-18 The Correspondence list for May 2017 was noted.

15/17-18 Receipts as indicated on the agenda were noted

16/17-18 The following items for payment were authorised:

Payee	Amount	Purpose
Philip Wicker	£617.71	Salary and office allowance
HMRC	£173.53	Tax and NI on clerk's salary
Came and Co insurance	£1,170.99	Parish Council Insurance
Canterbury City Council	£127.39	Election costs
Claire Tester	£75	Neighbourhood Plan legal advice
S Forde	£87.50	Deposit 8 July event
Ian Sargent	£315.00	3 cuts and strimming

17/17-18 Points of Information:

- Cllr Corfield reminded councillors of the need to use parish email accounts for parish council business and to keep all councillors informed of and copied into parish council correspondence.
- The Clerk was asked to write to Mr Scullion about his current activities as Local Warden.
- Cllr Corfield asked for further contributions to the next newsletter.
- Cllr Ferguson recorded thanks for the recent photographic exhibition and received confirmation that works at the base of the village sign can now go ahead. He also raised the issue of tree planting in the High St.
- Cllr Fawke updated the meeting on minor highways works to be carried out in the village.

The meeting concluded at 10.10 p.m.

**The next meeting of Bridge Parish Council will be on
Thursday, 8 June 2017 at 7.30 p.m. in the Sports Pavilion on Bridge Recreation Ground**

APPENDIX 1—Roles and responsibilities for 2017-2018 as agreed at the Parish Council meeting on 11 May 2017

Councillor in black font	Role	Responsibility
Volunteers in red font		
Cllrs Ferguson and Fawke		ACRA (Alliance of Canterbury Residents' Association)
Cllr Fawke	EPC, PC	Allotment Association
Cllr Corfield	PC	Art in Bridge
Cllrs R Atkinson and Dhillon	RGC, NPC	Bridge in Bloom
Cllrs A Atkinson and Hodges		Bridge Primary School Liaison
Cllr P Davies	RGC, PC, EPC	Bridge Village Sports Trust
Mark Esdale		Christmas trees coordination
Richard McCarthy		Footpaths
Richard McCarthy		Public Rights of Way Warden
Cllrs Fawke, Hodges, Corfield and Davies (The Planning Committee)		Tree Warden
Cllr Dhillon		Financial Controls/3 monthly oversight
Cllrs A Atkinson, Davies, Rob Moon, Laurence Dunderdale, Kate Wortham		Flood Wardens
Cllrs A Atkinson and Hodges		Kent Assoc of Local Councils – Canterbury
Cllr R Atkinson Ginny McCarthy, Valerie Wicker Jenny Vye, Cllr Ferguson, David Humphries, Judith and Kevin Jenner	RGC, NPC	Litter Picking Co-ordination
Cllr Dhaliwal		Mill Centre Management Committee
Cllrs A Atkinson and Davies		Little Stour & Nailbourne River Man Group
Cllr Corfield		Newsletter Editor
Cllr Davies	RGC, PC, EPC	Police Liaison
Cllr Fawke	EPC, PC	Rural Area Member Panel Meetings
Cllr Ferguson	ACRA, SCA	SCA (South Canterbury Alliance)
Cllr Davies	RGC, PC	Snow Warden
Cllr Dhillon		Speedwatch Co-ordination
Cllr Corfield	PC	Village Hall Management Committee
Cllrs Corfield, Dhaliwal and Mark		Village Website

Esdale		
Cllr R Atkinson	RGC, NPC	Welcome pack
Cllr Hodges, Ros and Barry Bray, Gillian Davies	NPC, RGC, PC	Wild Flower Project

The Parish Council has a number of committees:

- The Finance Committee-to which all councillors belong
- The Emergency Planning Committee (EPC) (Cllrs Fawke, A Atkinson, Dhillon, Davies the Clerk and Kate Wortham, Rob Moon and Laurence Dunderdale)
- The Planning Committee (PC) (Cllrs Hodges, Fawke (Chair), Davies and Corfield)
- The Neighbourhood Plan Committee (NPC) (Cllrs Hodges, A Atkinson, R Atkinson, the Clerk Christobel Seath and John Hill)
- The Recreation Ground Committee (RGC) (Cllrs Hodges, R Atkinson, Dhillon and Davies).

Councillors retain their roles and responsibilities until decided otherwise by the Council as a whole.
Volunteers are confirmed on an annual basis by the Parish Council