

Draft Minutes of a meeting of Bridge Parish Council
Thursday 10 November 2016 in Bridge Village Hall at 7.30 p.m.

PRESENT Cllrs A Atkinson (Chair), R Atkinson, Fawke, Dhillon, Hodges, Davies, Sole, Corfield and Dhaliwal.

A resident from Union Rd spoke of the flooding problems caused for certain properties by the design of the street.

76/16-17 Apologies for absence were received from Cllr Simon Cook.

77/16-17 Declaration of Interest & Lobbying and written Declarations of Disclosable Pecuniary Interests - there were none.

78/16-17 The minutes of the Parish Council meetings held on 13 October 2016 were confirmed as a true record (with one amendment noted) signed and dated by the Chair.

79/16-17 Matters arising from the minutes not covered under item 7 of the agenda.

- The trimming of Higham Lane hedge will occur on 11 November.
 - 60 more sandbags are required at the White Horse. **(Action: Clerk)**
 - Cllr Davies will approach a villager he knows about the planting and maintenance of the flower bed underneath the Bridge village sign. **(Action : Cllr Davies)**
- Permission to prune trees on Green Court will be pursued in a meeting with KCC official on 22 November **(Action: Clerk)**

80/16-17 Report from Canterbury City Councillor Simon Cook

The following report was read by the Clerk in the absence of Cllr Cook:

- - The RAMP meeting on 10 November 2016 will discuss concurrent function funding. He met with Ray Evison from KALC on 10 November to discuss the parish charter which is out for consultation.
- - the draft budget for next year has been published and should be put out for consultation at the Policy & Resources committee next week
- - the consultation is open for proposed improvements to St George's Street in Canterbury - the detail is here <https://www.canterbury.gov.uk/stgeorges> and all comments will be gratefully received.
- - the ticketless parking trial has now finished, but the barriers and cameras will be staying in place while the project. Is evaluated. Public feedback has been very positive so far. There's no formal consultation at the moment, but any comments about this can be sent to Cllr Cook and he will pass them on to officers.
- - Details of residents who would benefit from a grocery parcel from the Lord Mayor's Christmas Gift Fund are encouraged - this is for elderly, isolated, vulnerable and needy residents. Details are at <http://christmasgiftfund.co.uk/>

81/16-17 Report from Kent County Councillor Michael Northey

- Flu jabs are now available for the elderly but also for young children (aged 2-7) and for pregnant women.
- Recent changes on tobacco packaging are now coming into effect in Kent.
- Kent schools continue to perform well in comparison with national averages.
- Kent Highways gritting lorries are ready for deployment as and when required.
- Drainage work has begun in the High St and elsewhere. Cllr Atkinson mentioned that soakaways still need to be cleaned and Cllr Davies expressed concern at continuing problems on Bridge Hill because of the camber of the street and the fact that some drains are not capturing the water flow.

82/16-17 Disposal of business from the last meeting

Recreation Ground: Cllr Davies reported on his recent monthly inspection. He raised concerns about the adult exercising equipment which he will share with the Clerk. He will arrange for the disposal of green waste. Council agreed to the repair of the ground near to the adult exercise equipment using astroturf and a quotation supplied by a local contractor. Cllr Davies will plant a new

tree to replace a dead chestnut tree. The current maintenance contract holder has applied for a certificate to deal with the mole infestation in ways that do not involve traps which are being stolen. Council agreed to the purchase and installation of new flat swings from Wicksteed (for £3,000) and also to quotations for the repair of the footpath and the metallic bridge. The list of outstanding jobs was also reviewed.

Neighbourhood Plan: Reporting on a meeting of the group held on 28 October, the Clerk asked councillors to consider a list of Section 106 funded projects for the village to appear in rank order in the Neighbourhood Plan. This matter will be revisited in December. Cllr Atkinson reported on a meeting (13 October) held with Canterbury City Council planners about the Neighbourhood Plan. The final agreed minutes have not yet been published but he reported that discussion focussed on the process for bringing the plan to a referendum. It is not clear whether the Neighbourhood Plan or the Canterbury Local Plan will be adopted first.

83/16-17 Reports from Representatives to Outside Bodies.

Despite Parish Council representation to the contrary, planning permission had been granted for a development in Bridge Down at the meeting of the Canterbury City Council Planning Committee held on 8 November and attended by 3 parish councillors.

Cllr Atkinson reported back on the most recent meeting of the Joint Transportation Board.

84/16-17 Matters for discussion and action.

1. Council decided to conduct a traffic survey in the High Street, hiring equipment for the purpose at a cost of £240. The test will be set up outside no 47 High St. The option of using the services of UKC for this purpose remains open. **(Action: Clerk and Cllr Dhaliwal)**
2. Council was reminded of the procedure for setting the budget 2017-2018.
3. Although not technically an appointment for the Parish Council to make, Councilors expressed their pleasure that Cllr Dhaliwal has agreed to take on the role of parish correspondent for the Kentish Gazette.
4. Council agreed to continue with a variable direct debit for the payment of BT bills.
5. Cllr Hodges mentioned the following issues raised at the KALC committee meeting on 18 October 2016: (KALC = Kent Association of Local Councils)
 - adoption of soft landscaping responsibilities by Parish Councils,
 - concerns about the new paperless plans for the planning department (with a request made for a one year referral).
 - no meeting of the standards committee had taken place for the last year
 - an apparent loss of contact between parishes and their PCSO's. (Cllr A Atkinson agreed to raise this matter at the KALC AGM on 19 Nov)
6. Council expressed concern that the leases for the Mill Centre are still not available for final signature. A letter will be drafted to the Parish Council's solicitor requested full and final versions for signature by 1 December 2016. In the meantime the draft under lease for the Mill Centre Management Committee will be circulated to the members of that body.
7. Cllrs Fawke and Sole outlined proposed developments for Green Court available on a display board at the meeting. Cllr Fawke will let the Clerk know when a meeting needs to be held in the Hunter Room for the relevant residents. **(Action: Cllr Fawke)**
8. Council adopted the list of roles and responsibilities as appended to these minutes.
9. Cllr Davies encouraged Council to become involved in dealing with parking problems in Western Avenue which spill over into the High St. It was agreed to involve the community warden (Dan Scullion) and to propose the installation of new bollards on the Bridgeway stores side of the road. The Clerk will take this matter up with the KCC Highways steward.
10. Councillors commented on the draft charter outlining the relationship of Canterbury City Council with Bridge Parish Council, pointing out that it has implications for the council's website.
11. After a wide ranging discussion about websites for parish councils, it was decided to find out from our current webmaster about his future intentions with regard to the parish website. A formal disclaimer will be placed on the village's facebook page, showing that it is not administered by the Council not that it expresses the views of the Council. Cllr Corfield was asked to prepare an options paper for the next meeting.

85/16-17 The November Correspondence list was noted.

86/16-17 No receipts were recorded since the last meeting.

87/16-17 The following items for payment were authorised:

Payee	Amount	Purpose
Crackin' Glass*	£292.26	Pavilion glazing repair (french doors)
Crackin' Glass*	£302.76	Pavilion glazing repair (window panes)
Philip Wicker (Clerk)	£617.77	Salary and office allowance
HMRC	£154.40	Tax on clerk's salary
BVST	£32.00	Pavilion hire
Ian Sargent	£313.85	3 cuts/3 mole inspections/extra mowing
Broxap	£613.08	2 litter bins for recreation ground
Sturry Parish Council	£82.00	Handyman labour and travel
Cllr Hodges	£6.00	Grass seeds
Jim Boot	£492.00	Neighbourhood Plan consultancy fees
Alan Webster	£25.60	Materials for handyman
The Information Commissioner	£35.00	Annual registration for Data Protection
Wellers Hedley	£979.20	Mill Centre lease legal costs

Councillors also agreed at the meeting to a payment of £202.52 to cover taxation and national insurance arrears.

88/16-17 Points of Information:

- Thanks were expressed to the organisers of the Bridge Fireworks event on 5 November. Concerns were raised about the poor parking shown by many visitors to the village on that occasion, which could have caused serious inconvenience had emergency vehicles needed to access parts of the village. These points will be fed back to the Fireworks Committee of the school PTA.
- Speedwatch data was fed back by Cllrs Dhaliwal and Dhillon on the three sessions conducted since 13 October. Cllr Davies is to join the volunteers.

The meeting concluded at 9.33 p.m.

**The next meeting of Bridge Parish Council will be on
Thursday, 8 December 2016 at 7.00 p.m. in Bridge Village Hall**

Councillor in black font	Role	Responsibility
Volunteer in red font		
All Councillors		ACRA (Alliance of Canterbury Residents' Association)
Cllr Fawke	EPC, PC	Allotment Association
Cllr Corfield	PC	Art in Bridge
Cllr R Atkinson Katy Brooks	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 Sole	RGC	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,	RGC, NPC	Litter Picking Co-ordination
Cllr Dhaliwal		Mill Centre Management Committee
Cllr A Atkinson	NPC, EPC,	Little Stour & Nailbourne River Man Group
Cllrs Corfield and Dhaliwal		Newsletter Editor
Cllr Davies	RGC, PC, EPC	Police Liaison
Cllr Fawke	EPC, PC	Rural Area Member Panel Meetings
All Councillors		SCA (South Canterbury Alliance)
Cllr Sole	RGC	Snow Warden
Cllrs Dhillon and Fawke		Speedwatch Co-ordination
Cllr Fawke		Village Hall Management Committee
Cllr Corfield and Mark Esdale	PC	Village Website
Cllr R Atkinson	RGC, NPC	Welcome pack
Cllr Hodges and Barry Bray	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, John Hill, Kathy Walder, Esther Hall, Mervyn Gulvin and Terry Wilmshurst and the Chair Prof Joe Connor**)
- The Recreation Ground Committee (RGC) (Cllrs Hodges, R Atkinson, Dhillon, Sole 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