

Blean Parish Council

Minutes of the Annual Parish Council Meeting held by Zoom on Tuesday 4th May 2021

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Those Present: Cllr. B. Flack (Chairman); Cllr. G King (Vice-Chairman); Cllr. A. Jeffers; Cllr. P. Hutt; Cllr. H. Samuelson (entered the meeting at 7.19pm) and Clerk D. Horswell.

Also present: Ward Cllr. A. Ricketts; Ward Cllr. D Smith; County Cllr. R. Thomas and PCSO William Lawrence.

No members of the public were present.

1. To elect a Chairman and receive Declaration of Acceptance:

Cllr. Flack was **Proposed** by Cllr. Hutt, **Seconded** by Cllr. King for the position of Chairman. All Cllrs. present **AGREED**. Cllr. Flack thanked Cllrs. and wished to be noted that this will be her last year as Chairman. Cllr. Flack signed a Declaration of Acceptance.

2. To elect a Vice-Chairman and receive Declaration of Acceptance:

Cllr. Hutt was **Proposed** by Cllr. Flack and **Seconded** by Cllr. King for the position of Vice-Chairman. All Cllrs. present **AGREED**. Cllr. Flack thanked Cllr. King for his work as outgoing Vice-Chairman. Cllr. Hutt signed a Declaration of Acceptance and said he hopes to serve the community of Blean for many years to come.

3. Chairman's Welcome and Apologies for Absence:

Cllr. Flack welcomed everyone to the meeting.

Apologies for absence: Cllr. P. Wakeling (difficulties with connecting to Zoom).

4. Changes to Register of Members Interests & Declarations of Interest in matters to be discussed:

There were no changes or Declaration of Interests from Councillors.

5. To approve Minutes of the last Meeting: of 12th April 2021:

Proposed Cllr. Hutt, **Seconded** Cllr. Jeffers, All Members present **AGREED**.

Due to feeling unwell Cllr. Flack asked for Cllrs. indulgence in moving agenda items 8, 8.1 and 8.2 (which will now become agenda item 6, 6.1 and 6.2) to this point in the meeting so that, if need be, she could leave the meeting and Cllr. Hutt could take over the meeting. All Cllrs. present **AGREED**.

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6. Approval for Invoice Payments and signing of cheques: (Banking list circulated to Cllrs. prior to meeting.)

Banking Report May 2021 - Approval for invoice payments

Method of payment	Payee	Description	Gross Cost
DD	Lili Waste Services	Waste Collection May 2021	£90.30 <i>(Vat £15.05)</i>
Bacs	Mr K Waddington	Handyman Wages April 2021	£190.20 Note: Increase in minimum wage (£8.91)
Bacs	Mrs D Horswell	Clerks Salary April 2021 Ink Cartridge	£730.43 £30.00 <i>(Vat £5.00)</i>
Bacs	Mrs D Horswell	Re-imburement for Zoom Monthly payment	£14.39 <i>(Vat £2.40)</i>
Bacs	HMRC	PAYE & NIC April 2021	£162.57
DD	XLN	Telephone & Broadband May 2021	£61.13 <i>(Vat £10.19)</i>
Bacs	Meadow Grange	Compost, Gloves and Jeyes Fluid	£48.32 <i>(Vat £8.05)</i>
Bacs	K.T.Fire Protection Ltd	Annual service of fire fighting equipment and I additive discharge/recharge	£88.20 <i>(Vat £14.70)</i>
Bacs	Lionel Robbins	Internal Audit Fee for 2020/2021	£90.00

Total Paid Out

£1,505.54

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Paid in:

Bacs – BVHMC – 50% Waste Collection Feb & March & Grass Cutting	£ 85.95
Cheque – Closing of NHW account	£ 286.41
Bacs - HMRC – Vat Refund 2020/2021	£1,579.94

Total Paid in: **£1,952.30**

Bank Statement as at 30th April 2021 - Current Account £23,771.17

(This does not include all the transactions paid in or the outgoing transactions in the banking report).

Proposed by Cllr. Flack, **Seconded** by Cllr. Hutt. All Cllrs. present **AGREED.**

6.1 Following a review of effectiveness of the system of internal control - To accept and approve Section 1 Annual Governance Statement 2020/2021 - to be signed by Chairman and clerk following approval by Council.

Proposed by Cllr. Flack, **Seconded** by Cllr. Jeffers. All Cllrs. present **AGREED.**

6.2 To accept and approve Section 2 Accounting Statements 2020/2021 - signed by the clerk prior to the meeting and to be signed by the Chairman following approval by the Council.

(AGAR papers and Internal Auditor's report circulated to Cllrs. prior to the meeting)

Proposed by Cllr. Flack, **Seconded** by Cllr. Jeffers. All Cllrs. present **AGREED.**

All documentation required will now be sent to PFK Littlejohns, the External Auditors, for examination.

Cllr. Flack thanked the clerk for the work undertaken to complete the audit.

At this point Cllr. Hutt, as Vice-Chairman, took over the meeting.

PCSO

Cllr.Hutt asked whether Cllrs. would agree to PCSO Lawrence giving his report at this point so that he could leave the meeting to continue his PCSO duties. All Cllrs. present **AGREED.**

PCSO Report: Please see report attached to these minutes.

A resident had emailed the clerk to raise the issue of inconsiderate parking occurring in Chapel Lane at the weekends. PCSO Lawrence said that he will check when he is on duty but he can only deal with dangerous parking any other issues with parking need to be directed to parking enforcement at CCC.

Ward Cllr. Smith raised the issue of problems with e-scooters on Whitstable Hill. PCSO Lawrence said that the Bird ones are legal but the yellow ones can only be ridden on the road if taxed and insured. He asked for any emails with issues about e-scooters to be sent to him.

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7. Appointment of Cllrs with responsibilities to report on:

Highways – Cllr. Jeffers

KALC Representative - Cllr. Flack

Footpath Warden – Cllr. Samuelson who is also Pond Warden

Village Hall Representative - Cllr. King

Cllr. King reported to the meeting that Mrs Dunster who monitors the condition of the pavements has recently had a fall and is in hospital with a broken hip. Cllr. Hutt thanked Cllr. King for the information and Councillors wished her a speedy recovery.

8. Adoption of Standing Orders and Financial Regulations (circulated to all Cllrs. prior to the meeting)

All Cllrs. present **AGREED.**

9. Planning: (Planning Report circulated to Cllrs. prior to meeting.)

PLANNING REPORT May 2021

Planning Applications:

20/01406 - Change of use from residential with up to 6 persons to care home with two-storey side extension with associated parking - Forge House, 1 Blean Hill – Having looked at the amended plans/documents for this application Blean Parish Council stand by their previous comments which were:

Whilst the Parish Council have admiration for the work that the applicant intends to carry out, it is concerned that this development with the large 2 storey extension and car park will encroach on the countryside being outside the village boundary. Also, the plans do not appear to show sufficient sightlines for the new access - pedestrian are shown but no vehicular sightlines on what is a busy road and directly opposite the Blean Tavern pub vehicular entrance. For these reasons the Parish Council raise objection to this application.

Planning Applications Received since last meeting:

1. 21/00800 - Part single and part two-storey rear extension together with render to existing rear walls at ground floor level - **2 Tile Kiln Hill** – Comments by 14th May

2. 21/00975 - Two-storey side extension - **1 Westfield** - Comments by 21st May

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Decision Notices by CCC:

1. **21/00428** - Application for lawful development certificate for proposed replacement of flat roof with a pitched tiled roof - **107 Blean Common - Would be lawful**
2. **/21/00286** - Two-storey side extension following demolition of garage and conservatory together with single-storey front extension - **Hopi House, 27 Tile Kiln Hill - GRANTED**
3. **20/01215** - Change of use of a part of an existing stable building to a single holiday let - **Chapter Farm Denstroude Lane – GRANTED**
4. **20/01406** - Change of use from residential with up to 6 persons to care home with two-storey side extension with associated parking - **Forge House, 1 Blean Hill - GRANTED**

10. Reports from Ward Cllrs and County Cllr.

10.1 County Cllr. Report – Cllr. Robert Thomas

Cllr. Thomas reported on the following:

- Barton Court School consultation
Barton Court Academy Trust is opening a brand new secondary, non-selective, co-educational 11-18 years school called Barton Manor School (BMS) in September 2022 to 150 Year 7 students and would welcome feedback
- Village Hall Improvement Fund is available
- Due to the new financial year the Highway Improvement Plans (H.I.P.) should be rolling on now
- A290 issues

10.2 Ward Cllr. Ricketts

Cllr. Ricketts spoke of the Speedwatch scheme and speeding issues. Cllr. Hutt added that some of the speeding is outside of Speedwatch times. Cllr. Samuelson commented that a lot of work has been done by Blean Parish Council in the last ten years on trying to reduce speeding in the village.

10.3 Ward Cllr. Smith

Cllr. Smith asked Cllrs. to let him know of any further issues with e-scooters.

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11. Reports and Updates:

11.1 Village Hall Report: - Cllr. King

Cllr. King reported that hirers are beginning to increase now with a number of enquiries for some months ahead. A report from the Hall Lettings Officer had been circulated to Cllrs. prior to the meeting. Please see report attached to these minutes.

11.2 N.H.W. Report – Please see report attached to these minutes.

11.3 Footpath Report –Cllr. Samuelson

Cllr. Samuelson reported that he had walked a lot of the footpaths recently and had no issues to report.

Cllr. King left the meeting at 7.47pm.

11.4 Clerk's Report:

Correspondence from Residents:

Speeding Motorbike on A290 – passed to PCSO

Parking in Chapel Lane – passed to PCSO

I have spoken to Charlotte (Hall Lettings Officer) and, due to the number restrictions in all areas of the Hall and the timings of the Hirers who have bookings, I said that, as agreed at the Parish Council's April meeting (Agenda Item 9.4) the Parish Council will not hold a meeting in June and then once we have clearer directives from the Government we may be able to hold a meeting in the Committee Room in July. As you will see from Charlotte's report, she has kindly negotiated with the Triathlon Group so that the Parish Council can use the Hall for larger public meetings during the year if needed.

Ken, amongst his other duties, has been varnishing the seats on The Green along with the jubilee celebration board. He has reported that both seats will need re-planking next year. Also, the lettering on the Blean village sign (on The Green) on the Canterbury side is coming off. He says that this is a job that he can do. Cllr. Flack said that a risk assessment must be completed if Ken undertakes the job of renewing the lettering on the village sign.

Blean Parish Council has submitted an application for a Capital grant to CCC towards the purchase and installation of a basket swing.

Cllrs. are reminded to send their comments to me on their experiences regarding the remote meetings we have held, advantages and disadvantages, so that I can send a collective response to The Ministry of Housing, Communities and Local Government by 17th June please.

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12. Matters raised by the Public:

No matters raised (other than those reported in the Clerk's report) as no members of the public present.

13. Matters to be discussed:

13.1 Gladmans Update:

There has been a further postponement on the Gladmans Inquiry due to the matter of the developers need to find a solution to the Stodmarsh SPA neutrality issue.

Cllr. Flack is to meet with the CCC Planning Officer dealing with this case.

13.2 Future Parish Council meetings

Cllrs. present agreed not to hold a meeting in June and then once there is clearer directives from the Government will look at possibly holding a meeting in the Committee Room in July.

14. Councillors' Reports:

14.1 Cllr. Jeffers reported that the Police have been conducting speed checks in the layby opposite the Royal Oak pub. Potholes on the A290 continue to be an issue.

There has been an increase in noise following the opening of the Royal Oak beer garden with smashed bottles on the pavement.

Cllr. Hutt wondered whether a traffic survey would help with the speeding issue.

County Cllr. Thomas thought that it will help when the Blean Speedwatch scheme is able to be resumed. He added that the resurfacing of the A290 is due to take place in late summer. Covid restrictions meant the roadworks could not be carried out according to the original timetable.

15. Any Other Business for discussion at the next meeting:

There being no further business the meeting closed at 8.07pm.

Date _____

Signature _____

PCSO REPORT

Blean, Tyler Hill and Rough Common

APRIL 2021

Information provided by: *PCSO William Lawrence Canterbury Community Safety Unit. Twitter @kentpolicecbury*

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Crimes of note:

08/04/2021 Assault Rough Common Road ROUGH COMMON
16/04/2021 Theft of Television Keynes College CANTERBURY
19/04/2021 Theft of Bicycle Purchas Court CANTERBURY
22/04/2021 Theft of Parcel Purchas Court CANTERBURY
23/04/2021 Theft of Bicycle Lypeatt Court CANTERBURY

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Anti-social behaviour and other incidents of note:

Nothing To Report

Items of good work:

Patrolling Tyler Hill woods due to off road bikes.

Updates of previous reported issues:

Currently patrolling the ward keeping an eye out on ASB and OFF ROAD BIKES.

Lettings Officer Report

April 2021

General

Since the first easing of some lockdown restrictions in March, more groups have been permitted to return to the hall in April. This has also sparked a flurry of new enquiries from interested clubs and businesses keen to hire our venue on a frequent basis. All our regular groups have been contacted to ascertain if and when they would like to return to help us to determine current availability, factor in additional times for each group to clean before and after their sessions, and evaluate entry/exit routes for multiple groups using the hall simultaneously to see if we need to stagger start/finish times for some groups.

Regular Hires

Five groups have now returned to the hall, which so far is working out well and with no problems reported.

Preschool continue to run their daily sessions, Monday to Friday, and have just increased their lunch-time clubs to three times a week.

Baby Sensory and the new group, Tiny Talk, joined us in April, both of whom are enjoying the use of the community area and have adjusted well to the Covid procedures in place at the hall.

Regular Groups Returning from May onwards

A number of our regular groups have confirmed they would like to return as soon as the government allows/pending the Covid situation etc. The Latin and Ballroom Dance group and both Sewing groups are keen to start back in May, whilst the Monday Pilates class and Blean Parish Council are planning to resume in June and July, respectively.

Other groups are hoping to return in the Autumn and the Craft group have already decided to wait until next year.

Favour House and Brahma Meditation Group have decided not to return to the hall for personal reasons.

There are still a number of groups who have yet to decide if/when they would like to return.

New Regular Group Enquiries

1. Triathlon Club - Monday evenings

This is a children/family club (non-profit making) who will be running classes as part of their training led by volunteer coaches. They would like to hire two of the larger rooms on Monday evenings and have now agreed to start no earlier than 8pm, having requested an earlier start time of 7.45pm, to allow time for the Pilates group to clean the main hall after their session finishes.

The Club has already agreed to allow BVHVM and the Parish Council use of the larger rooms for AGMs or other large public meetings at certain times of the year.

2. Pre/Post Natal Yoga - Alternate Thursdays (alternate with Sewing Group)

This is a new group who is looking to start running sessions in June (after the May half-term break) for pregnant and new mothers. With limited availability in the mornings,

this was our best option for the time being. There is further possibility to run sessions during the holidays when the hall is quiet.

3. Qoya Classes – Thursdays?

This is a new women's only group wishing to start on a fortnightly basis on Thursday evenings, however nothing has been confirmed as yet.

Private Hires

- A Ramblers group, who hire our hall annually, has been in touch again wanting to book the community area in September for their AGM, assuming the Covid restrictions have been lifted by then.

- Birthday parties – there have been a couple more enquiries asking if we can take bookings yet.

- Parenting Classes - Wednesday mornings for June/July only in the Community Area.

As the Friends Coffee Mornings will not be resuming until September at the earliest, the Community Area is now available on Wednesdays for the summer. An initial enquiry for a parenting class was made but has yet to be confirmed.

Charlotte Hitchcock April 2021

NEIGHBOURHOOD WATCH REPORT- Mar 2021/Apr 2021

Blean village co-ordinator:- David Greenman, 3 Vicarage Lane, Blean, CT2 9ET
Phone: 01227 450853/mob 07843962986
e-mail: david.greenman@btinternet.com

5 reports, relevant to the village, were received from Kent Police between 5th March and 3rd April and forwarded electronically to the 17 links around the village of Blean.

One hacking crime that has been in my reports several times is that of 'phishing'. This, very comprehensive, report from Kent Police may include facts that you won't have seen before. It is just one section from a longer report:

Phishing Emails and how to spot them. With so many of us receiving dubious and suspicious emails, commonly known as phishing emails, I want to remind you of what phishing is and some tips on how to spot the signs of a scam email. Phishing is a method used by fraudsters to access valuable personal details, such as usernames and passwords. These can have a monetary value to criminals. Phishing can also involve sending malicious attachments or website links in an effort to infect computers or mobile devices. Criminals send bogus communications: emails, letters, instant messages or text messages. Very often these appear to be authentic communications from legitimate organisations. Embedded links within the message can direct you to a hoax website where your login or personal details may be requested. You may also run the risk of your computer or smartphone being infected by viruses. How to spot a scam email • The sender's email address looks suspicious. Roll your mouse pointer over the sender's name to check it. If it doesn't match the website address of the organisation it says it's from it could be a sign of a scam. • The email doesn't use your name – it says something like 'Dear customer' instead. • There's a sense of urgency, asking you to act immediately. • There's a prominent website link that may look at first glance like the proper address but has one letter missing or is spelt wrong. • There's a request for personal information. • Poor grammar and spelling mistakes. • The entire text of the email is contained within an image rather than the usual text format, and the image contains an embedded hyperlink to a bogus site. Again, roll your mouse pointer over the link to reveal its true destination. But don't click it! • Finally if in doubt or if you know that it is a scam then forward to report@phishing.gov.uk and they will look to take action. Finally, if believe you have been a victim of this type of scam, then contact your bank, immediately and report it to Action Fraud at www.actionfraud.police.uk or by calling 0300 123 2040. Kent Fraud Alert System

David Greenman
NHW coordinator for Blean. 30th April 2021