

**Minutes of Sturry Parish Council meeting held on 1<sup>st</sup> March 2023 at 7.00pm at Broad Oak Village Hall.**

**Present:**

Parish Cllrs: Ann Davies (Chairman), Karen Isaac, Trevor Pilbeam, Cerise Harriss and Peter Wenham  
Dawn Hyams (Clerk to the Council)  
Alan Marsh (Kent County Council)

Cllr Davies opened the meeting at 7.00pm and chaired the proceedings.

**7609. Apologies for absence**

Apologies were received from Cllr Ben Davies, Cllr John Hogben, Alan Webster (Caretaker), Ken Bullock (Superintendent), Cllr Louise Harvey-Quirke and Cllr Georgina Glover and Linda Hayes (Community Warden)

**Public questions**

None

**7610. To receive Declarations of Disclosure Pecuniary Interests and Other Significant Interests and Voluntary Announcements of other interest on any agenda items and a reminder to think of any changes to the DPI register held at CCC, such as change of job or home.**

Cllr Karen Isaac – Stephen Bigge’s Charity.  
Cllr Peter Wenham – Sturry Social Centre  
Cllr Ann Davies – Sturry Social Centre

**7611. To approve the minutes of the Parish Council Meeting held on Wednesday 1<sup>st</sup> February 2023.**

All councillors agreed the minutes of the meeting held on 1 February 2023. Proposed by Cllr Trevor Pilbeam and seconded by Cllr Karen Isaac.

**7612. Matters arising from minutes of the meeting on 1<sup>st</sup> February 2023.**

None.

**7613. Chairman and Councillors’ reports.**

The chairman reported that she had looked at the planning applications for Sweech Farm, these included a new wall beside the entrance, but KCC raised no objection to this. She drove into the main site entrance and back out and thought that the sight line was adequate. Cllr Harriss pointed out that there are two entrances, and the complaint might have been about the other one. The proposed Road Widening along Herne Bay Road has not started yet. The work currently being done within the grass verge is in relation to provision of utilities Cllr Marsh showed Cllr Davies a plan showing the widening to allow right turn into Popes Lane. It was drawn in July 2022 but Cllr Davies had not seen it anywhere on the CCC website. Cllr Davies has contacted Kent County Council and has received a reply saying that they will come back to her in 20 days.

**7614. County and District Councillors’ reports.**

Cllr Marsh reported on the budget Band D which has an increase of £1.40 per week. This totals to £1.3 Billion.  
The Biggest out going is Adult Social Care - £527 Million.

Education - £340 million.

Highway - £160 million.

He spoke about the Thanet Bus Service. He has paid again for the joining fee. He managed to get the agreement before the budget was reduced. Thanet bus service has said that if people want to go into Canterbury, they will do it. There is no age limit on the service, so anyone can use it. No one is excluded.

Cllr Marsh said he had got the plans for new roundabout and suggested from the roundabout and down Sturry Hill, 40 miles an hour to go down to 30 miles an hour.

## **Louise Harvey-Quirke** **The Sheriff of Canterbury**

### **Canterbury City Councillor Report - Sturry Parish Council, 1st March 2023.**

It brings me great sadness to report to you that Councillor Barbara Flack passed away last Friday. Barbara was known for her work with Parish Councils and KALC, and played an integral role in the creation of the Parish Charter. Barbara was a huge supporter of the Rural communities throughout the District and a personal friend of mine. Her passing will be a huge loss for us all.

With this news comes changes within the Council. Councillor Dan Watkins has been moved into the Cabinet position, and I have therefore been moved to his former role of Vice-Chair of Overview & Scrutiny and Scrutiny Sub.

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#### Updates:

At last week's Full Council. I raised the issue of engine idling at Sturry Level Crossing. The leader informed me that the anti-engine idling signage, which I had installed in 2020 will be updated. That being said, we have been made aware that engine idling is not something that we can enforce at level crossings, as this is classed as 'waiting in traffic', not 'parking'.

Also, at last week's Full Council, I raised the issue of open topped public bins, which can cause unnecessary litter due to not being secure. The leader had advised that significant funding has been sourced and these would be looked at. I have compiled a list for Sturry, as you know.

For those who use the bus; currently local bus services across Kent have a maximum fare of £2 per journey. This offer has been extended to 30th June 2023.

The Government has announced that the homes not included in the £400 energy payment can apply here - <https://www.gov.uk/apply-energy-bill-support-if-not-automatic> . This will include places like Dengrove and Bluebell Parks. Therefore, if you would share this, as I have done, that would be helpful to those who haven't benefited from the pay out.

Drivers who leave engines running when dropping off or picking children up from school could face a £20 fine.

The Council's Enforcement team will issue these fines to motorists who refuse to switch off engines when asked to in a bid to cut harmful fumes and pollution.

If the £20 fine remains unpaid, it will increase to £40. This is part of a crackdown that runs alongside Operation Safety Net which targets those who park inconsiderably near schools, and disrupt the lives of nearby residents.

Waste:

Garden Waste stickers have been distributed. But it has come to my attention that some people are yet to receive them. Please advise people that, if they have paid the subscription, they can put the bin out. If the stickers have not arrived by the end of next week, please report it to me.

The Council has a new duty of care around the collection of waste materials containing persistent organic pollutants (POPs)

These are most likely to occur in upholstered waste domestic seating such as:

- sofas
- sofa beds
- armchairs
- kitchen and dining room chairs
- stools and footstools
- home office chairs
- futons
- bean bags, floor and sofa cushions

The Council is required to collect this type of waste separately before taking it to a transfer station in a way that does not damage it, does not release POPs and does not contaminate other waste.

All of this means that upholstered seating will have to be collected separately from flytipping and bulky waste collections. There might be delays in collecting parts of flytips that include POPs.

Finally, I completed a very successful litter pick on Saturday. While the roads were quieter in Broad Oak, I managed to collect 10 bags of waste from the roadside, coming up Shalloak Hill.

**7615. Village Caretaker's report.**

## CARETAKERS REPORT – 1<sup>st</sup> MARCH 2023

It has been quite busy with various jobs in and around the parish. I have had to sort out a couple of recurring problems with the flush in the gent's toilet on Forge Green. The problem has now been fixed.

There have been a few minor problems happening within Park view. The most noticeable being the football games table has been trashed by bending the support bars in every direction thus making it impossible to use. There has been no drug issues or broken glass around play apparatus.

I have met with numerous fencing contractors to run through revised specification for extending the dog walk area. I have also met a number of groundwork engineering contractors at centenary Woods to assess work needed to repair collapsed bank within the woods.

I have been catching up on work within the cemetery which has been held up due to bad weather. Topping up sunken graves and removing any ornaments on graves. I have been able to clear and tidy some of the mortuary, but still need the machinery removed by Cllr Bubb. I have also been able to break down and dispose of old Christmas lights.

That concludes my report for this month.

### **7616. Cemetery Report -**

Office Admin has continued, including the 5 ongoing tender/quotation exercises. We have had various enquiries from residents, requiring cases to be raised with CCC & KCC. One case passed onto the warden, others resolved at the time and 4 enquiries regarding the cemetery.

#### **Cemetery Database:**

My survey of area "A" in the cemetery is now complete. We understand the status of every plot in area "A". I have now started to survey area "B1". The intention of the survey exercise is to ensure we know the status of every grave plot and ensure our records reflect this as accurately as possible. To meet our obligation of having 2 separately located records of every plot, I intend to use the existing paper registers (largely accurate and up to date) and the Rialtas Database, which is missing a significant number of records; as the 2 separate sources. As the Rialtas database is backed up off site, it will meet this requirement once up to date. However, updating the database is not a trivial task and will take some months to complete.

#### **Cemetery Other:**

We have had no burials in February, but I am progressing 4 enquiries where residents are looking to purchase plots (1), inter cremated remains (2) and change names on deeds (1).

I have started to draft the text for a small booklet containing all the terms & conditions for the cemetery. This is ongoing.

### **Other:**

I have walked the cemetery with Ann Davies and agreed what needs to be looked at in terms of site management. I will be putting a "Cemetery Plan" together for the council to consider. My aim is to get this ready for the May council meeting but is subject to other priorities.

I have met with 2 potential suppliers of our IT requirements, spoken with a 3<sup>rd</sup>, and am waiting on a meeting date from a 4<sup>th</sup>. This in response to the IT requirements document I issued. I plan to have detailed options for the council to consider for the April Council meeting.

### **Cemetery Ongoing:**

Continue survey of cemetery plots/space.

Continue checking all documents & update grave records on database.

Respond to and resolve the ongoing resident enquiries.

### **7617. Clerks Report.**

The Clerk explained she had dealt with the following.

Dealt with people in the office and phone calls.

Ordered Coronation Mugs and they have arrived.

Submitted the form for funding from Louise Harvey-Quirke

Old wreaths have been removed from churchyard.

Dealt with payments.

Dealt with staffing matters and spoke to each one on how they are getting on.

Passed on information to the community warden, which she is following up.

Emails to councillors

Meeting with IT company with Ken to get a quote.

Arranged for envelopes to be delivered to councillors.

Tender documents sent out and rec'd. Had the tender opening meeting on Friday 24<sup>th</sup> Feb for the Ground Maintenance tender.

Entered invoices on Rialtas.

### **7618. Report from Finance Committee.**

Cllr Harriss Said that the Ground maintenance tender opening meeting report on the outcome of the meeting had taken place on Friday 24<sup>th</sup> February 2023.

She said she has gone through the minibus rentals and costs and the prices for the cemetery.

### **7619. Fencing quotations – To decide on acceptance of quotation for rearranging the fencing in the dog walking area.**

Decision – All three quotes were looked at by the councillors. It was decided that Firwood fencing Ltd provided the best quote and the wooden post fence was chosen, but if unable to get this the go for the metal post fencing. Cllr Davies proposed and Cllr Pilbeam second the motion. All councillors agreed.

### **7620. Centenary Woodland**

a) Cllr Davies explained the engineer has been out. We do need to review the tender documents to include the updated recommendations. Patrick has been informed. Cllr Isaac asked about the gas pipe. Rain running off might make it worse.

b) Cllr Davies said we should have a 10-year Management Plan as this is a Natural England requirement. Kentish Stour Countryside and the Kent Wildlife Trust or The Woodland Trust might do this. Wildlife. This must be approved by National England.

c) Cllr Davies the engineer had recommended that tall trees growing on the north faces should be removed to avoid the risk of further damage to the face Cllr Davies agreed with this and we need a few councillors to go down there to decide which trees should be taken down. We can then get tree quotes and for it to be decided by email. This was agreed by all councillors. There should be no tall trees at the north quarry face. Cllr Davies proposed to get quotes to get tree down to ground level. Cllr Wenham second the motion.

**7621. Decision – If we are going to award Broad Oak Hall, a small amount each year.**

Cllr Isaac said that Broad Oak Finance committee has asked her to look into this, as they had not heard anything. Cllr Davies asked who owns the village hall? Cllr Isaac confirmed that it was the village that own the hall. Cllr Davies said that the Finance committee will look into this making an annual financial contribution.

**7622. For Decision – acceptance of grounds maintenance tender.**

Cllr Davies said that John Caddick provided the most favourable tender, but we need his Health and safety Policy. Once this is received, we can award the contract to him. Cllr Davies proposed, and all councillors agreed.

**7623. For decision – Quotations for path in dog walking area, if available.**

contactors were chased up, but no quotes have been received.

**7624. For decision – fencing quotations for the dog walking area. (Reduced area)**

This was covered under 7619.

**7625. Discuss – Kings Coronation Community Event – to agree on a date and budget for the event and set up working group. To discuss and decide on provision of mugs for pre-school children.**

Cllr Pilbeam, confirm he has booked the following so far for the stalls.

Sweet Lady

Fish and Chips van

Ice Cream van

Bar is all Sorted including License.

Disco is £200

Cllr Pilbeam said we needed to hire 2 toilets from Westley hire Ltd. The Clerk will look into this. It was agreed that the committee will be Cllr Pilbeam, Doreen Pilbeam, Cllr Davies and to ask Cllr Hogben and Debbie if they would be on the committee.

A budget of £3000 funding for the working group to spend, was agreed. Cllr Davies proposed this. Cllr Pilbeam said that what we need is bodies on the ground to assist with the parish council stalls on the day. Suggested that it should be advertised on Facebook page nearer the time for volunteers. Cllr Davies confirmed that we would be supplying the pre-school at Kings School. The clerk will contact them to confirm the number of children they have. She suggested we ordered 3 more boxes. It was agreed that 3 more boxes of mugs would need to be ordered by the clerk.

**7626. Cemetery**

**a) To discuss first draft of new cemetery booklet.**

Cllr Davies said that the councillors need to email the Clerk and advise what they think of the first draft of new booklet. Cllr Isaac requested this to be sent to her again. Clerk to put this on the next agenda.

**b) Renewal of fencing in Cemetery – To agree the work necessary to enable quotes to be sought.**

Cllr Davies explained we need to get quotes for clearance of all the vegetation obstructing access to the broken fence before we can assess to work involved in the fence repair. This will include removing the laurels growing over neighbouring land and which have been the subject of complaints by residents.

**c) To agree – Cutting back laurels encroaching onto neighbouring access road.** Cllr Davies explained that we have notified affected neighbours and we are waiting for replies but so far, no objections have been received.

**7627. Closure of Sturry Post Office – to discuss possible ways forward on retaining a post office in the parish.**

Cllr Davies suggested we got in touch with the Post Office and asked what options we have for retaining a post office in the village.

**7628. Sturry Social Centre Report.**

Cllr Davies advised they are nearing the end of seeking quotations for the work at the Social Centre. They had to go back to contractors for kitchen fittings and flooring where insufficient information was received. This will be added to the next agenda.

**7629. Stephen Bigges Charity – Appointment of trustees – two residents of the parish have applied to be trustees.**

Cllr Davies proposed to appoint Cllr Isaac as a trustee, and this was second by Cllr Harriss. All councillors agreed. The other resident has not emailed the Parish. Cllr Davies will remind the resident to do this.

**7630. For Decision – Play Park Quotation**

The clerk was asked to go back to Playdale Playgrounds for them to confirm the amount for installation.

**7631. Finance**

**a) Account**

**b) Income and expenditure to end January and Bank Statements for February (both Account)**

**c) Income for the month**

– Cllr Davies proposed for the councillors to accept accounts. All councillors agreed.

**d) Payments for approval**

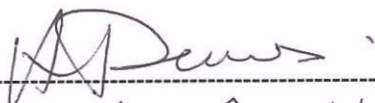
Up and Out      £402.00

ADM              £242.04

Cllr Davies proposed for these to be paid. All councillors agreed.

**7632. Date for next meeting – Wednesday 5<sup>th</sup> April 2023**

Signed



Date

5<sup>th</sup> April 2023