

**Minutes of General Meeting at 7pm on Wednesday 10<sup>th</sup> June 2026 at Broad Oak Village Hall**

**Present:**

Cllr John Hogben, Cllr Steve Birch, Cllr Gill Betts Cllr Kathleen Warner, Cllr Heather Taylor, Cllr George Spence and Cllr Ann Davies  
Ken Dekker Clerk and Ken Bullock Cemetery Superintendent.

KCC Cllr Mulvihill, CCC Cllr McKenzie and KCC Community Warden  
R Lithgow

4 residents in attendance

**100-26. Apologies for absence.** Cllr Bubb, Cllr Rai and Cllr Gartland

**Public questions.**

None

**101-26. To receive Declarations of Disclosable Pecuniary Interests and Other Significant Interests and Voluntary Announcements of Other Interests 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.**

**102-26. Community Governance Review to consider grouping with a neighboring Parish Council.**

Cllr Birch welcomed our guests from Westbere Parish Council, who spoke about the challenges that CGR was producing for Westbere and that they had several choices to make, one being the merging of two PC's. Cllr Glover from Westbere stated that Fordwich Town Council were not interested but Hersden were. Several of SPC Cllrs stated that they were interested and that more talks were needed but were happy for Westbere to put forward the idea at stage 1 of the consultation. Cllr Taylor was not willing and stated that her personal view was no to the merger.

**103-26. To approve the minutes of the Parish Council Meeting held on Wednesday 13<sup>th</sup> May 2026.**

Proposed by Cllr Hogben and seconded by Cllr Spence all in agreement

**104-26. Matters arising from the minutes of the Parish meeting on Wednesday 13<sup>th</sup> May 2026.**

None

## **105-26. Chairman and Councilors reports.**

Cllr Betts and Cllr Gartland have run another Defibrillator and CPR course for the businesses in the area, they have been asked to set up another one in the future.

Cllr Betts also stated that she had attended the presentation given by Volker Fitzpatrick at the Social Centre.

Cllr Betts also stated that this was the last meeting of our Clerk and his leaving would be a great loss to the PC.

Cllr Warner said that she had attended the Shelford meeting in regard to the rubbish tip which she found to be very negative.

She also attended the CGR meeting at the Guild Hall given by CCC  
Cllr Davies said that the Environmental Agency, KCC and CCC were responsible for different things at Shelford, and it is going to be a lot of work to sort out the problems.

Cllr Spence is looking into communications and is trying to target social media.

Cllr Taylor has been helping out with payback this week and said that the cemetery has not looked so good.

Cllr Hogben went to the Shelford meeting and could only confirm what the other Cllr's had said.

Cllr Birch has set up a meeting with Payback leaders this is to be on 26<sup>th</sup> July all are welcome.

He did a walk around with Cllr Davies to update what had not been done by the Grounds maintenance team, only to find out that there is no way to claim anything back.

## **106-26. County and District Councilors reports**

### **CCC Cllr report**

#### **Renters Rights Act Implementation**

The government enacted the Renters Rights Act to provide security for tenants in private sector rented housing. Changes include banning no fault evictions, limiting rent increases to once per year and capping them at market rate, allowing tenants to request pets, and more. Canterbury City Council has received £104,741 to implement these new rules and doing so is a crucial part of our emerging housing strategy.

#### **Local Grants**

- £300 grants from the Crisis and Resilience Fund have been made available for households in need of support with oil heating.
- RISE grants worth up to £10,000 for community groups who help with the environment, health or skills and development have been made available.

#### **Canterbury Moto trials Park**

A Planning Contravention Notice was served on the Canterbury Moto trials Park that found no change of land use, but a joint site visit with the

Environment Agency has been done and we are awaiting updates. We have agreed to meet with the site owners now the enforcement case is closed to discuss concerns held by residents shared with us.

### **Dengrove Park**

A new Compliance Order is being prepared to be served on the owners of Dengrove Park because of the various issues onsite and further site visits by officers are being done. As this is a sensitive matter, we cannot say more until the Compliance Order is served.

### **Milner Court Crossing**

We inquired about the Milner Court Crossing with KCC and now know Network Rail must apply to KCC for the closure as it is a PRow following informal consultations with stakeholders and residents. We intend to lobby KCC to refuse the application.

### **Community Governance Review**

The first stage of consultation for a Community Governance Review considering parish boundaries and whether to create town council for urban areas has launched. We know you are discussing this tonight and ask that you please keep us informed, especially as Keji is on the working group for the Community Governance Review. Please respond to the consultation and ensure as many residents as possible do, as well.

### **AI Data Centre on Shelford Farm**

Harry called in the planning application for a new AI data centre at Shelford Farm to be discussed and decided on by the Planning Committee rather than on delegated authority by planning officers. We believe this application is vague and lacking in technical detail; it needs robust public scrutiny on the sustainability claims made.

### **Bin Collections on Shalloak Road**

A lot of residents on Shalloak Road, including Dengrove Park and Bluebell Woods, contacted us as they were concerned about bin collections during the 2-month road closure. We have been assured that a smaller bin truck is being used for bin collections and, despite a few missed collections at the start, residents have told us it is okay now.

### **Parish Engagement Event**

We attended the Parish Engagement Event for updates on rural issues, like planning, governance arrangements and local government changes with parish councillors. Many of you were there with us and it was good to see you and speak to you there.

### **Bus Shelter Improvements**

Funding was made available from KCC for CCC to replace, improve or introduce bus shelters across the district. Three bus shelters earmarked for improvement are outside Wildwood and on Staines Hill. We are pushing to fix and improve bus shelters on Island Road in Hersden, beside Pennington Close and outside the Sturry Train Station, as well.

### **Fixing Street Lights**

Residents reported two broken streetlights; one on The Coppice and one on the junction of Sturry Hill and Deansway Avenue. We have got these both scheduled for repairs and we are working on getting a streetlight on the junction of Popes Lane and Hillbrow Avenue scheduled for repairs, as well. Please report broken streetlights to us.

### **Action on The Water Crisis**

We have co-signed a letter with council colleagues asking questions of the government regarding the most recent failings of Southeast Water and asking the government to step in and deal with it. We have sent the letter and response from the government separately. We have also supported the Leader of the Council as he has written to the government requesting them to take Southeast Water into Special Measures. We are continuing to monitor this situation closely and will keep residents informed.

### **New Public Footpaths**

Two new public footpaths have been created in Sturry and Westbere by KCC officers. We don't take credit for this as we're not on KCC, we are just sharing the positive news.

Cllr Taylor asked Cllr McKenzie if something could be done in regards to the transporter lorries unloading cars during rush hour.

### **KCC report**

He said that KCC are trying to get a Kent water resilience partnership, to bring all the water companies together.

He visited the site of the new road works at Sturry Road

He will be attending the fly tipping conference on 10th July.

He attended the Shelford meeting and is waiting for a full list of audit reports due to the fact that rubbish is being brought in from all over Kent..

Cllr Spence asked is the dumping likely to be stopped

### **107-26. Community Warden report.**

He thanked The Clerk and past Cllr Dekker for all the help they had given to him over the past several years.

He is back from secondment and has done his training as team leader, he will be in Sturry on a Mon, Wed and alternate Fridays

He has attended the coffee morning in the church and also visited Franklin House and Sturry Court mews

## **108-26. Village Caretaker's report.**

- Blocked up hole in fence which backs onto dog walking area
- Supermarket run for the minibus
- Litter pick in the Playpark and emptied litter bins
- Litter picked the footpaths in Sturry and Broad Oak
- Notice boards
- Work in the cemetery
- Located leak on basin in gents toilet.
- Removed and refit all sanitary ware from basin and then checked for leaks
- Supermarket minibus runs
- Cemetery maintenance
- Café Hope minibus run
- Checked faulty door lock on gents toilet door, removed faulty lock and replaced with new one.
- Repaired damaged bench at Broad Oak Green
- Marked out grave with K Bullock
- Collected new shelving unit from office and erected in the mortuary
- Work in Park View
- Toilet duties whilst Sandra is in hospital.

## **109-26. Cemetery Superintendent's Report.**

### **Admin Work:**

I have continued to support the resolution of general enquiries.

### **Cemetery Database:**

I have continued to carry out cross checks on the data looking for any anomalies that may need to be corrected e.g. typos as we now have at least one paper and two electronic copies of all records. This will ensure the records are never lost, as they are backed up in multiple places.

### **St Nicholas Churchyard:**

I have been in contact with the Church Warden and the person responsible for faculty applications at the Diocese so I can progress the necessary monument repairs, subject to the necessary approvals.

### **Cemetery Burials:**

Since my last report, we have had two burials. I have one further burial scheduled.

**Cemetery Repairs:**

Despite me contacting the insurance assessor again, I still have no progress on this matter. It is still with the underwriters.

**Cemetery Other:**

I am working with councillor Birch and Payback to further tidy up the cemetery. I have surveyed the oldest plots in the cemetery, many of which need attention (weeding, removal of self-sown trees etc.). Payback will carry out this work over the coming months.

**110-26. Clerks Report.**

General enquiries dealt with from residents.

Usual administration duties.

The internal Audit is taking place on 5<sup>th</sup> June.

I have attended the following Committee meetings.

Staffing

Events

The Finance committee will be meeting on 9<sup>th</sup> June to finalise the AGAR after the internal audit. This is being presented to full council tonight for approval and signature.

I have in accordance with the Staffing Committee ruling drawn up an advert for the vacancy of Parish Clerk along with a job description and application form. The advert will be posted on 5<sup>th</sup> June with a closing date of 26<sup>th</sup> June.

I will be drawing up a hand over document prior to my leaving on the 30<sup>th</sup> June.

**111-26. Reports from Staffing and Events Committees and to elect addition members onto committees.**

Cllr Taylor stated that the committee had agreed on the advert for the replacement Clerk and the procedure leading up to interview. She asked for the minutes of the staffing committee to be accepted as correct. All agreed.

Cllr Birch said that the events committee would like to hold an outdoor cinema at the end of August but this was just short of the three months' notice period. He asked the Council to waive this rule for this one event. Proposed by Cllr Davies and seconded by Cllr Spence all in agreement, but the Terms of reference required to be brought back to the next meeting for review.

Cllr Birch then asked for Cllr Gartland to be added to the events committee and Cllr Betts to be added to the Finance Committee. All agreed.

## 112-26. Finance

### Payments for approval

Proposed by Cllr Taylor and seconded by Cllr Betts all in agreement

£2027.12	Bourne to Garden	Grounds Maintenance
£1080	Bourne to Garden	Removal of Hemlock from dog walking area
£128.57	Westleyhire	Toilet hire and cleaning for cemetery
£113.40	Viking	Cleaning products
£43.98	Viking	Office supplies
£161.48	Amazon	Shelving unit to house gazebos
£210	Broad Oak Village Hall	Hall hire for the year

**Accounts for approval and signature.** Two Cllrs signed

### 113-26. To discuss and agree AGAR form.

- (a) Section 1 Annual governance Statement to be signed by the Chair and the Clerk.
- (b) Section 2 Accounting Statements 2023/24 to be signed by the Chair.

Proposed by Cllr Warner and seconded by Cllr Davies all in agreement.

### 114-26 To review and adopt the following policies and procedures.

**IT Policy**  
**Complaints Procedure**  
**Policy for dealing with the press and media**  
**Communications Policy**  
**Equal Opportunities and Diversity Policy**  
**Dignity at Work Policy**  
**Appointment of Committees and Working Groups Policy.**  
**Safeguarding Policy**

It was agreed that the Complaints Procedure be left out and that the Communications and the Dignity at Work Policies once updated would be adopted with the rest of the policies presented.

Proposed by Cllr Spence and Seconded by Cllr Davies all in agreement.

### 115-26.To Confirm that arrangements for insurance cover in respect of all insurable risks. Brought back from last month (Ref Safeguarding policy)

As the Safeguarding Policy has been adopted then the cover meets all requirements.

**116-26. To discuss and agree placement of Gurkha sign in cemetery.**

K Bullock explained that the Gurkhas were supplying the sign all that was needed by the Council was permission to erect it.  
Proposed by Cllr Hogben and Seconded by Cllr Taylor all in agreement

**117-26. To discuss and agree quotes for tree survey**

Cllr Birch stated that a tree survey is required for safety reasons.  
After a brief discussion it was decided to go with Invicta Arboriculture.  
Proposed by Cllr Spence and Seconded by Cllr Warner all in agreement.

**118-26. To discuss and agree new picnic benches for the play park.**

There was a discussion on the three quotes for the picnic tables and also why there were no quotes to include special access benches. After further discussion it was decided to go ahead with getting the three picnic tables from Marmax and get quotes for special access picnic tables to the next meeting.  
Proposed by Cllr Warner and seconded by Cllr Spence with Cllrs Davies and Taylor against the rest in agreement.

**Date of next meeting.**

**8<sup>th</sup> July 2026**

Meeting closed at 20:19