



## **BEKESBOURNE-WITH-PATRIXBOURNE PARISH COUNCIL**

Minutes of the meeting held on Monday 11<sup>th</sup> May 2026 at 7:30pm  
Bekesbourne Village Hall.

### **Minutes to be formally agreed at the next meeting.**

#### **1. Election of Chair for the Council Year 2026-2027**

**Resolved:** It was proposed by C. Sladden and seconded by A. Nicholson that D. Sladden be nominated as chair for the council year 2026-27.

**Outcome:** All in favour, motion carried. D.Sladden was duly elected as chair for the council year 2026-27.

#### **2. Declaration of Acceptance of Office – Chair**

D. Sladden signed the acceptance of office forms, followed by V. Illsley as the council's proper officer.

#### **3. Election of Vice Chair for the Council Year 2026-2027**

**Resolved:** It was proposed by M. Rhodes and seconded by J. Watt that C. Sladden be nominated as Vice Chair for the council year 2026-27.

**Outcome:** All in favour, motion carried.

#### **4. Declaration of Acceptance of Office – Vice Chair**

C. Sladden signed the acceptance of office forms, followed by V. Illsley as the council's proper officer.

#### **5. Chair Opening Remarks**

Cllr D. Sladden welcomes all present to another year and thanked all those for the nomination.

#### **6. Those Present**

Parish Cllr D. Sladden (Chair)  
Parish Cllr C. Sladden (Vice Chair);  
Parish Cllr J. Watt  
Parish Cllr C. Ash  
Parish Cllr A. Nicholson  
Parish Cllr M. Evans  
Parish Cllr M. Rhodes

Canterbury City Councillor L. Castle

Mrs V. Illsley (Clerk/ Proper Officer to the Council)

There was 1 member of the public present.

#### **7. Apologies for Absence**

None

#### **8. Policy Reviews and Adoption for Council Year 2025-2026**

**Resolved:** It was proposed by Cllr C. Sladden and seconded by Cllr A. Nicholson to adopt the drafted Data protection policy for the year 2026-27.

**Resolved:** It was proposed by J. Watt and seconded by C. Ash to approve all other policies listed on the website for the council year 2026-27:

• Adoption Leave & Pay Policy • Health & Safety Policy • Co-Option Policy • Councillor Email & Communication Policy • Data Retention & Disposal Policy • Disciplinary Policy • Equality & Diversity Policy • Expenses Policy • Flexible Working Policy • Freedom Of Information Policy Councillors were also presented with: • Standing Orders 2023-24 • Financial Regulations 2023-24 • Code of Conduct • ICT Policy • Maternity Policy • Paternity Policy • Performance Improvement Policy • Sickness Absence Policy • Subject Access Policy • Training & Development Policy • Vexatious Complaints Policy • Whistleblowing Policy

**Outcome:** All in favour, motion carried.

**9. Declarations of councillor interests relevant to this agenda**

Cllr M. Rhodes – Allotments.

**10. To receive and consider written applications for the office of Parish Councillor and to Co-Opt a candidate to fill the vacancies on Bekesbourne with Patricbourne Parish Council**

One application for Co-option was received and considered by council. The candidate was invited to give a brief introduction outlining their background, relevant experience, and reasons for wishing to serve as a councillor, including how they believed they could contribute to the work of the Council.

**Resolved:** It was proposed by Cllr M. Rhodes and seconded by Cllr C. Ash that C. Spooner be appointed as Councillor for Bekesbourne with Patricbourne Parish Council.

**Outcome:** All in favour, motion carried.

C. Spooner signed the acceptance of office forms, followed by V. Illsley as the council's proper officer.

*(Suspended 19:43)*

**The meeting is suspended for up to 15 minutes to allow discussion with members of the electorate of the parish of Bekesbourne with Patricbourne present at the meeting.**

**11. Public representation** *(notified to the clerk in advance of the meeting, agenda items only)*

There were none.

**12. External Reports**

**12.1 County Councillor Reports**

Clerk has circulated Cllr M. Soles report ahead of the meeting.

## **12.2 City Councillor Reports**

Cllr L. Castle read his monthly report. He then updated council in more depth about changes that have been made to planning applications moving forward. He also recommended council to submit their canterbury local District response.

## **Parish Council meeting resumes**

### **13. To confirm minutes of the previous meetings (*January 2025, March 2025*)**

**Resolved:** It was proposed by Cllr A. Nicholson and seconded by Cllr C. Sladden that the minutes from the meeting held in March 2026 are a TRUE and ACCURATE record.

**Outcome:** All in favour, motion carried.

### **14. To report any matters arising (*from the previous meeting not covered elsewhere on the agenda*)**

Cllr M. Rhodes expressed an interest in the establishment of an Allotments Committee to oversee the management and maintenance of the allotments and to review the tenancy agreements, including the conditions relating to the surrender of plots by tenants.

Cllr D. Sladden requested that the Clerk research allotment tenancy agreement provisions used by other local parish councils. Cllr M. Rhodes was also asked to gather information regarding the formation, membership, and operation of a potential committee. The matter is to be brought back to the next meeting for further consideration.

### **15. Any s101 Delegated Authority items to be noted by council.**

Council noted that it was agreed under delegated authority Section 101 of the Local Government Act 1972 that the Clerk be authorised to make payment in the sum of £29,820.00 to Creative Play on 30 April 2026 in respect of completed playground improvement works.

**Councillor responses:** 3 councillors responded via email with approval.

### **16. Any updates from representatives from external groups (*if any*)**

#### **16.1 Recreation Ground Management Committee**

The Clerk read out the report received from the Recreation Committee. Council expressed its support for the Committee's proposal for a coffee stall to operate from the Pavilion on football match days.

**Action:** The Clerk was requested to liaise with the Committee and to ensure that any person undertaking this role would be responsible for the collection and disposal of all litter associated with the operation of the stall.

Council requested that it be kept informed of progress regarding the proposal.

#### **16.2 Village Hall Management Committee**

Clerk noted the most recent report was presented at the Annual parish meeting in April.

#### **16.3 The River Group**

Nothing to update this month.

#### 16.4 KALC

No updates

#### 16.5 A257 Traffic Management Group

No representative.

### 17. Highways Matters

The Clerk presented correspondence received from a resident regarding ongoing safety concerns at the A2 slip road junction, following a recent road traffic incident in the area. L. Castle advised that Kent County Council is aware of the issues relating to the A2 slip road.

**Action:** The Clerk was requested to raise the matter at the Highways Improvement Plan meeting scheduled for Thursday 21 May and to liaise with the resident to provide an update following the meeting.

#### 17.2 Any new matters to raise

None.

### 18. Finance Matters

#### 18.1 To note April/May 2026 payment schedule & approve any new payments.

##### April/May Payment Schedule

##### Payments Made Since the last meeting as per financial Regulation 6.8 iii.

Date	Type	Payment	Amount
16.03.2026	DD	HugoFox Ltd- Emails	£ 20.99
16.03.2026	DD	HugoFox Ltd- Website	£ 23.99
24.03.2026	FPO	Bekesbourne Village Hall	£ 49.00
24.03.2026	FPO	The Little Stour – (River group)	£50.00
24.03.2026	FPO	V S Davidson- Expenses	£ 45.46
25.03.2026	FPO	Safe Play - Inspection	£ 426.00
25.03.2026	FPO	London Hearts - Defibrillator	£ 1159.20
30.03.2026	SO	V S Davidson - Phone	£5.00
30.03.2026	FPO	Hart- Lee Tree Surgeon	£216.00
30.03.2026	FPO	RGF Stephens - Fencing	£2400.00
30.03.2026	PAY	Lloyds Bank service charge	£4.25
31.03.2026	BP	V S Davidson -March Pay	As per salary slip
31.03.2026	BP	HMRC	£175.60
07.04.2026	BP	Bekesbourne Village Hall	£112.00
15.04.2026	DD	HugoFox Ltd - Website	£23.99
16.04.2026	DD	HugoFox Ltd - Emails	£20.99
30.04.2026	SO	V S Davidson – phone	£5.00
30.04.2026	FPO	V S Davidson – April Pay	As per salary slip

30.04.2026	FPO	HMRC	As per salary slip
30.04.2026	FPO	Creative Pay	£29,820.00

**Payments Due for Approval:**

Recipient	Detail	Amount
Kerry's cakes	Cupcakes - APM	£90.00
V. Illsley	Allotment Key	£7.50
V. Illsley	Clerk expenses – see expenses sheet	£31.15
SLCC	Membership Renewal	£200.00

**Resolved:** it was proposed by Cllr C. Sladden and seconded by Cllr M. Rhodes to approve the April/May payment schedule.

**Outcome:** All in favour, motion carried.

**Resolved:** It was proposed by Cllr J. Watt and seconded by Cllr M. Evans to approve the payments to Kerry's Cakes, Staff expenses and SLCC Membership.

**Outcome:** All in favour, motion carried.

**18.2 S106 Funding (Updates)**

The Clerk provided Council with confirmation of available Section 106 (S106) funding allocations as follows:

£3,267.68 for Semi-natural Open Space  
£3,888.45 for Amenity Space  
£4,332.47 for Parks and Gardens.

It was noted that Canterbury City Council had reviewed the submitted invoice and description of works and confirmed that funding from the Amenity Space and Parks and Gardens allocations may be applied towards the recreational works. It was further noted that the Semi-natural Open Space allocation is not eligible for use for these works.

Council noted that a total of **£8,220.92** is therefore available towards the recreation ground and pavilion.

It was agreed that further discussion would be held under **Agenda Item 22.**

**19. Planning**

Cllr L. Castle updated Council on recent planning procedure changes affecting major housing developments of 150 dwellings or more, including circumstances in which applications may be referred to the Secretary of State.

**19.1 To Receive Updates on previous consultee responses**

None.

## **19.2 To Discuss any new applications**

None.

## **20. Allotments**

### **19.1 Any Updates**

Council noted that the new tenant has moved from Plot 12 to Plot 8. The Clerk reported that the tenancy agreement has been updated accordingly and an allotment key has been issued.

### **19.2 Any new matters to report**

Discussed under Agenda item 14.

## **21. Canterbury Local District plan**

Councillors considered the plan from Canterbury City Council circulated by the Clerk during April, and discussion took place regarding associated concerns.

Cllr C. Sladden raised concerns that the proposed plan could result in the development of 6,550 homes on the boundary of the village and neighbouring villages.

Cllr M. Evans expressed concerns regarding the aesthetic impact of the proposed developments in comparison with existing housing and queried whether developers fully deliver on all proposed design intentions.

Discussion also took place regarding the potential increase in traffic and the impact on local roads, together with the possible benefits of a new slip road in directing traffic away from local villages.

Cllr D. Sladden recommended that all comments be submitted in via email by Wednesday 13th May, to enable the Clerk to prepare a response.

**Action:** The Clerk to compile and submit a draft written response, to be circulated to Council for consideration prior to submission. The final response to be submitted by 5pm on 18th May under delegated authority on behalf of the Council.

## **22. Recreation and Pavillion Works**

Members considered a report setting out options for the allocation of Section 106 (S106) funding in respect of proposed improvements to the recreation ground. Following discussion.

**Resolved:** It was proposed by Cllr A. Nicholson and seconded by Cllr M. Evans that Option B be approved, namely that the Parish Council pay the invoice in full, with S106 funding of £8,220.92 applied, and the remaining balance funded from the Parish Council budget, thereby allowing the Council to reclaim VAT as the expenditure is incurred in the name of the Parish Council.

**Outcome:** All those in favour, motion carried.

### **23. Correspondence**

The Clerk read out correspondence received from a resident regarding road safety concerns within the Aerodrome residential area. The correspondence highlighted issues relating to shared use of the road by vehicles, pedestrians, horse riders and delivery traffic, the absence of dedicated footpaths, and potential increased traffic due to forthcoming development works. The resident also requested consideration of additional road safety signage, including warning and 'Give Way' signage at key locations within the area, and offered a site meeting to discuss concerns further.

Members discussed the correspondence. Cllr C. Spooner offered to take photographs of the existing signage in the area for further consideration.

**Action:** Clerk to raise the matter with Kent County Council at the forthcoming Highways Improvement Plan (HIP) meeting regarding the potential installation of additional signage in the Aerodrome Road area. The Clerk was further requested to update the resident following the outcome of the meeting

### **24. Council owned Phone Box**

It was brought to Council by Cllr J. Watt that the Council-owned telephone box requires repainting. The clerk presented a quote of paint cost using Trade Paints 'Telephone Box Kiosk Red' gloss finish (2.5 litre) at a cost of £56.99, inclusive of £9.50 VAT.

Cllr M. Rhodes said he will liaise with colleagues regarding the donation of red paint at **no cost** to the council.

**Action:** The Clerk was requested to advertise for volunteers to assist with painting the telephone box and to gather all information to be presented at the next meeting.

### **25. Kent Devolution and Local Government Reorganisation (*any updates*)**

No update.

#### **Kent County Council**

No update.

#### **Kent Leaders Website**

No update.

### **22. Next Meeting Date**

8<sup>th</sup> June 2026

***Meeting closed 20:48***

**It was agreed that these minutes are a TRUE and ACCURATE record:**

**Signed.....(Chairperson)**

**Date.....**