



BEKESBOURNE-WITH-PATRIXBOURNE PARISH COUNCIL

Minutes of the meeting held on Monday 11th August 2025 at 7:30pm
Bekesbourne Pavillion.

Minutes to be formally agreed at the next meeting.

1. Those Present

Parish Cllr Andrea Nicholson Parish Cllr Christine Sladden
Parish Cllr Joanne Watt Parish Cllr Christine Ash

Mrs N. Purcell (Clerk/Finance Officer to the council)

There was 0 members of the public present.

2. Apologies for Absence

Parish Cllr David Sladden (Chairman), Parish Cllr Caroline Tuffey Parish Cllr Mary Evans

In the absence of Cllr D.Sladden, Cllr C.Sladden chaired the meeting.

3. Declarations of councillor interests relevant to this agenda

None

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

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

None

Parish Council meeting resumes

5. External Reports

5.1 County Councillor Reports

Cllr Sole's report was circulated as part of the agenda pack, which is available on the Parish Council's website.

5.2 City Councillor Reports

Cllr Castle has been on annual leave.

Parish Council meeting resumes

6. To confirm minutes of the previous meeting (*held 9th June 2025 Plus extraordinary meeting on 23rd June 2025.*)

Resolved: It was proposed by A. Nicholson and seconded by J.Watt that the minutes of the meeting held on 9th June 2025 are a TRUE and ACCURATE record.

Outcome: All in favour, motion carried.

Resolved: It was proposed by J. Watt and seconded by C. Ash that the minutes of the extraordinary meeting held on 23rd June 2025 are a TRUE and ACCURATE record.

Outcome: All in favour, motion carried.

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

None

8. Any s101 Delegated Authority items to be noted by council.-

None

9. Any updates from representatives from external groups (if any)

9.1 Recreation Ground Management Committee

None received.

9.2 Village Hall Management Committee

No updates.

9.3 The River Group

No Updates. Cllr Nicholson advised that an email has been received from Southern Water alerting people to low ground water levels.

9.4 KALC

No updates- Clerk to follow up with KALC.

9.5 A257 Traffic Management Group

No updates.

10. Highways Matters

10.1 20mph at Patrixbourne

The 20mph scheme remains on track, with all necessary data now compiled and formally submitted to KCC for their review. We are currently awaiting the scheduled meeting with KCC to discuss the findings and agree the next steps, ensuring the scheme continues to progress.

10.2 Any New matters to Raise

Cllr Ash raised concerns over the white lines being painted at the edge of the roads in country lanes. It tends to cause people to drive in the middle of the road,
Clerk to raise with KCC after liaising with Cllr Ash Further.

10.3 Speedwatch

No updates.

11. Finance Matters

11.1 To note July/August payment schedule & approve any new payments.

July/August Payment Schedule

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

Payment	Amount
Hugo Fox Ltd Website fee	£23.99
July Salary	As Per Salary Slip

Payments Due for Approval:

Recipient	Detail	Amount
N. Purcell	July/August phone bill	£10.00
Hugo Fox Ltd	Website fee	£23.99
N. Purcell	July HP Ink Subscription	£9.99
N. Purcell	August Salary	As Per Salary Slip

Resolved: It was proposed by A. Nicholson and seconded by J. Watt to approve the September payment schedule.

Outcome: All in favour, motion carried.

11.2 To Approve the Q1 Bank Accounts (April-June)

Bekesbourne with Patribourne Parish Council							
Quarter 1 Accounts 2025/26 (1st April-30th June)							
Receipts				Payments			
Date	Ref	RECEIPTS	£	Date cleared	Reference:	PAYMENTS	£
03.04.25	GBC	CFF	£ 4,288.00	15.04.25	DD	Hugofox Ltd	£ 23.99
01.05.25	BGC	Precept	£ 23,389.00	22.04.25	PAY	Bank Service Charge	£ 4.25
				30.04.25	SO	Staff Salary	£ 867.53
				19.05.25	PAY	Bank Service Charge	£ 4.25
				30.05.25	SO	Staff Salary	£ 867.53
				04.06.25	FPO	RGMC Grant	£ 1,172.77
				04.06.25	FPO	RGMC CFF Funds	£ 4,093.00
				04.06.25	FPO	Staff expenses Phone	£ 10.00
				04.06.25	FPO	Staff expenses Ink	£ 9.99
				04.06.25	FPO	AJG Insurance	1400.02
				04.06.25	FPO	Safeplay Ltd	£ 236.28
				04.06.25	FPO	KALC Subscription	£ 435.07
				04.06.25	FPO	SLCC Membership	£ 202.00
				16.06.25	DD	Hugofox Ltd	£ 23.99
				16.06.25	FPO	Forviz Mazars LLP	£ 252.00
				17.06.25	PAY	Bank Service Charge	£ 4.25
				30.06.25	SO	Staff Salary	£ 867.53
Total Receipts				Total Payments			
			£ 27,677.00				£ 9,124.68

Resolved: It was proposed by C.Ash and seconded by A. Nicholson to approve the Q1 bank accounts (April-June).

Outcome: All in favour, motion carried.

11.3 S106 Funding (Updates)

Creative Play remains booked for September. Awaiting confirmation from the s106 officer regarding the fencing quote and RGMC works; no response received to date. Canterbury City Council have admitted a lengthy delay (years) before informing the Parish Council of its availability, and now we have been advised that we only have until the end of 2025 to spend it. With the public consultation period, this doesn't leave us much time. Additionally the CCC officer is now failing to respond to the clerk regarding the submitted quotations. The clerk requested support in lodging a formal complaint with CCC.

Resolved: It was proposed by A. Nicholson for the clerk to raise a formal complaint with Canterbury City Council.

Outcome: All in favour, motion carried.

12. Planning

12.1 To Receive Updates on previous consultee responses

J. Watt attended the CCC planning meeting, regarding planning application number |CA/23/00484, Land at the Hill, Littlebourne. The application was not granted,

12.2 To Discuss any new applications

None received; however councillors noted their concerns regarding a large structure that was appearing in the grounds of a property in Bifrons Road.

Cllr Ash raised concerns regarding the overgrown pathway toward the station from under the railway bridge. Cllr Ash is liaising with Network rail to ascertain who is responsible for its maintenance, along with a fence running parallel to the field.

13. Allotments

13.1 Any Updates

The Clerk updated that the allotment contracts had been delayed, following feedback from tenants that they would like the contract term to align better with the growing season.

13.2 Any New Matters

None

14. Correspondence

None received.

15. Kent Devolution and Local Government Reorganisation (any updates)

Council noted the following timeline:

Stage	Status/Deadline
Devolution (fast-track bid)	Rejected in Feb 2025
Interim reorganisation proposals	Submitted 21 March 2025
Government feedback received	15 May 2025
Full reorganisation proposal	Due by 28 November 2025
Public consultation & planning work	Ongoing throughout 2025
Target for transition to unitary councils	By April–May 2028

Stage	Status/Deadline
Strategic authority devolution	After reorganisation

16. Independent Internal audit report

This has been circulated to councillors ahead of the meeting. Council acknowledged the report.

17. Staff Matters (*Confidential to be held under the Public Bodies (admission to meetings) Act 1960*)

Resolved: It was proposed by C.Ash and Seconded by A. Nicholson that due to discussions regarding staff matters, the meeting was to move to a closed session for agenda item 17.

Outcome: All in favour motion carried.

Meeting entered closed session 20:10

Resolved: It was proposed by C.Ash and seconded by A. Nicholson to Approve the engagement of Dianne Malley Payroll Services at £132/year base rate plus £10-£15 per month for pension services. In addition to use unallocated reserves to fund payroll and pension administration for a 5-year period, clerk to earmark this expenditure.

Outcome: all in favour, motion carried.

Resolved: it was proposed by A. Nicholson and seconded by C. Ash to join the Local Government Pension Scheme (LGPS),

It was further agreed that:

- The Clerk will complete and sign all necessary forms and paperwork.
- All eligible current and future staff will be enrolled into the scheme, in line with the LGPS rules.
- Employer contributions and any related costs will be covered from the Council's budget.

Outcome: all in favour, motion carried.

Closed session ended 20:18

18. Next Meeting Date

8th September 2025.

Meeting closed 20:19

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

Signed.....(Chairperson)

Date.....