



BEKESBOURNE-WITH-PATRIXBOURNE PARISH COUNCIL
May 2026 Agenda Pack

Agenda Item 1 Election of Chair for the Council Year 2026-2027

Agenda Item 2 Declaration of Acceptance of Office – Chair

The newly elected Chair for the council year 2026-2027 is required to sign the Declaration of Acceptance of Office, along with the Clerk.

Agenda Item 3 Election of Vice Chair for the Council Year 2026-2027

Agenda Item 4 Declaration of Acceptance of Office – Vice Chair

The newly elected Vice Chair for the council year 2026-2027 is required to sign the Declaration of Acceptance of Office, along with the Clerk.

Agenda Item 5 Chair Opening Remarks

Agenda Item 6 Those Present

Agenda item 7 Apologies for Absence

Agenda Item 8 Policy Reviews and Adoption for Council Year 2026-2027

Members are asked to review and consider the adoption of a new Data Protection Policy for inclusion within the Parish Council's approved policy framework.

The proposed policy has been developed to ensure the Parish Council remains compliant with current data protection legislation and best practice standards in information governance, including requirements

relating to data management, IT security, and organisational accountability. In particular, the policy has been aligned to meet the principles underpinning *Assertion 10*.

Agenda Item 9 Declarations of councillor interests relevant to this agenda

Agenda Item 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 Patrixbourne Parish Council

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

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

Agenda Item 12 External Reports

Non received.

Agenda Item 12.1 County Councillor Reports

Not yet received.

Agenda Item 12.2 City Councillor Reports

Councillor Lee Castle

Little Stour & Adisham Ward - Canterbury City Council - 07875402888

April 2026 lee.castle@councillor.canterbury.gov.uk



April has flown by, as it always seems to do.

This month I have been busy dealing with casework across all the villages. The slight delay in my monthly report is due to today's decision by the Liberal Democrats in Canterbury to leave the coalition, which means the council is now being run by Labour without overall control.

As a Cabinet Member over the past year, this brings mixed feelings. I am disappointed not to be able to complete all the projects I have been working on. However, I was deeply concerned by the expectation from the Labour leadership that our councillors should vote in a particular way on planning matters. I was elected to represent the views of residents, and being directed by another party is not in the best interests of our communities.

Many residents may not notice immediate changes, but over the coming weeks the way the council operates may look different as it adjusts to having no overall control.

In terms of casework, I have been involved in a range of issues across the villages.

In **Ickham**, this has included footpaths and planning matters, while in Wickhambreaux I have dealt with both a planning issue and housing casework.

In **Littlebourne**, I was saddened to see the resignation of the Parish Council Chair, Cllr Peter Farrow, who has worked tirelessly in recent years, particularly in opposing large-scale development in the village.

In **Adisham**, Parish Council Chair Cllr Liz Collins sadly also stepped down after many years of service.

I would like to thank both Chairs for their dedication to their communities and for the support they have given me in my role. I am confident both parish councils will continue their good work, and I would encourage anyone interested in getting involved to contact their local parish clerk, as parish councils are regularly look for new members.

Elsewhere, in **Bekesbourne with Patrixbourne** I have been dealing with casework relating to footpaths, boundary issues, water leaks and road markings.

In **Adisham**, I have been assisting with parking and housing issues, while in **Littlebourne** I have continued work on footpaths, parking, highways matters and planning.

As always, please do get in touch if there is anything I can assist with.

Parish Council meeting resumes

Agenda Item 13 To confirm minutes of the previous meetings

To confirm minutes of the meeting held in March 2026.

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

Agenda Item 15 Any s101 Delegated Authority items to be noted by council.

Resolved: It was proposed by Cllr D Sladden and seconded by Cllr C Sladden and Cllr A Nicholson that, under Section 101 delegated authority, the Clerk be authorised to make a payment of £29,820.00 to Creative Play on 30.04.2026 in respect of improvement works completed to the playground.

Agenda Item 16 Any updates from representatives from external groups *(if any)*

Agenda Item 16.1 Recreation Ground Management Committee



Update from the Recreation Management Committee:

The grounds continue to get used for the football activities from local teams including Bekesbourne training and matches, Canterbury Youth for training and matches and have confirmed they will continue during the weekday evenings for 2026. They would also like to make it their home ground.

Total Sports Coaching continues his Saturday training of the younger children.

With the new playground equipment having been installed we have seen an increase of usage on the equipment which we have also seen an increase of rubbish and the bins filling up quicker than before, this is being monitored for now before we make contact with CCC to see if they need to increase their visits to the grounds to empty the litter bins. Also, the public have started to use the wooded area as a human toilet. (maybe they need bags too)

We have installed extra signage for the picking up of dog waste and highlighted where the free dog waste bag holder is so owners can pick up their dog's waste and put it in the bin provided.

Lastly, we have some rather exciting news that we feel would be a huge benefit to not just the rec but to the whole area. A parent from a football team whom while waiting for her son playing football, serves refreshments from the pavilion and she would like to offer her services to run a coffee shop style establishment after the football has finished. Seeing the increase usage with the playground to, this could be really good all round for the pavilion to get extra exposure. It would be open for walkers and passers by to grab a drink, sit and chat or the children pestering their parents for an extra drink while playing in the park. It would also mean the humans could use the toilets during the open hours.

This is very early stages but it would be a Saturday and Sunday while football is taking place and stay open until a suitable closing time. It would serve light refreshments from hot and cold drinks, prepacked food items like crisps, sweets, cakes, biscuits and ice cream. This will all be subject to a visit from the CCC Environmental Health Team to advise on anything further.

We hope you share our excitement on this project 😊

Agenda Item 16.2 Village Hall Management Committee

The most recent report received will be visible in the minutes of the Annual parish meeting available on the website.

Agenda Item 16.3 The River Group

No update received.

Agenda Item 16.4 KALC

No Updates received.

Agenda Item 16.5 A257 Traffic Management Group

No update received.

Agenda Item 17 Highways Matters

Agenda Item 17.1 Clerk has received the following correspondence to propose for changes to the Highways Improvement plan.

A resident has reported a recent road traffic incident occurring on Thursday 2 April, where a vehicle exiting the A2 slip road collided with their vehicle. Although no injuries were sustained, significant vehicle damage occurred, and the incident has been reported to the Police due to alleged driving offences.

The correspondent highlights ongoing concerns regarding the frequency of accidents at this junction, noting that multiple incidents have occurred in the area, some resulting in vehicles leaving the carriageway and entering adjacent woodland.

The resident has requested that the Parish Council consider raising this location as a priority within its Highways Improvement Plan submission to Kent County Council, with suggested measures including enhanced advance warning signage and illuminated "STOP" signage at the end of the slip road.

Recommendation: Councillors are requested to consider the concerns raised regarding road safety at the A2 slip road junction. It is recommended that the Parish Council consider including this location within the Highways Improvement Plan.

Agenda Item 17.2 Any new matters to raise

Non

Agenda Item 18 Finance Matters

Agenda item 18.1 To note February payment schedule & approve any new payments.

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

| Date | Type | Recipient | 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 |

Council to approve payments due.

Agenda Item 18.2 S106 Funding (Updates)

Recreation Ground – Pavilion and Parking Area Improvement Works

The Clerk has received confirmation of the 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**

Canterbury City Council has reviewed the submitted invoice and accompanying description of works. Following this review, the Council has confirmed that funding allocations from Amenity Space and Parks and Gardens budgets can be applied toward the recreational works. However, it has been determined that the Semi-Natural Open Space budget is not eligible for allocation to these works leaving A total of **£8,220.92 funding available** towards the recreation ground and pavilion.

To be discussed further under Agenda Item 22.

Agenda Item 18.3 To receive any grant applications

Agenda Item 19 Planning

Agenda Item 19.1 To Receive Updates on previous consultee responses

No updates received.

Agenda item 19.2 To Discuss any new applications

No new applications received, if any are received prior to the meeting they will be circulated.

Agenda Item 20 Allotments

Agenda Item 20.1 Any updates

Allotment Plot 12 has a new tenant. Payment for the plot and key has been received and key issued.

Agenda Item 20.2 Any new matters to report

No new matters to report.

Agenda item 21 Canterbury District Local Plan

Clerk has circulated amongst councillors the links available to view the proposed plan on Wed 1st of April 2026.

Members are advised that Canterbury City Council has published the draft Canterbury District Local Plan for consultation via its online platform.

The Local Plan sets out the strategic framework for future development across the district, including housing growth, infrastructure provision, transport, environmental protection, and the location of new communities up to 2045.

The current consultation is being undertaken at the Regulation 19 stage, which represents the final opportunity for formal representations on the Plan's soundness and legal compliance before submission for independent examination.

The consultation period is open until 5:00pm on Monday 18 May 2026. All representations received at this stage will be submitted for independent examination.

Recommendation:

- Review the relevant sections of the draft Local Plan;
- Identify any matters of concern, support, or suggested amendment relevant to the parish;
- Provide feedback and submit a consolidated response within the consultation deadline.

Agenda Item 22 Recreation and Pavillion Works

Recommendation:

Members are asked to consider and determine one of the following options in respect of the allocation of Section 106 funding.

Option A:

To approve the allocation of Section 106 funding in the sum of **£8,220.92** to the Recreation Committee to support improvement works at the recreation ground, and to approve a grant application from the Recreation Committee for the remaining **£7075.48**. **A total project cost of £15,296.40 (inc VAT)**

Councillors are asked to note that, as the works will be invoiced directly to the Recreation Committee, the Parish Council **will not** be able to reclaim VAT, as the expenditure will not be incurred in the name of the Parish Council.

Option B:

Parish Council to pay the invoice in full, with the Section 106 funding covering **£8,220.92**, and to approve a Parish Council contribution of the remaining sum of **£4,526.08** (excluding VAT) from the Parish council budget.

Under this arrangement, the Parish Council will incur the expenditure directly and will therefore be able to reclaim the VAT.

Project cost: £12,747.00

Estimate VAT: £2,549.40

Option C:

For council to allocate **only** the amount of **£8,220.92 of S106** funding to the Recreation Committee towards the works. The implications of this are that the works will not be able to go ahead with the quote provided.

Benefits of the Proposed Works:

- Improvement of the access/drive area to reduce mud build-up
- Reduction of surface deterioration, including ruts and uneven ground
- Prevention of damage caused by ongoing use
- Enhanced accessibility, including for those with disabilities
- Mitigation of flooding and damp issues around the pavilion through improved drainage
- Overall Improvement in the facility for users of the football club etc

Agenda Item 23 Correspondence

The following correspondence has been received:

A resident has raised concerns regarding road safety within the Aerodrome residential area, which comprises approximately 100 dwellings and includes a mix of private, unadopted road and public highway access.

The area is shared by vehicles, pedestrians, horse riders, and delivery traffic, with no dedicated footpaths. Concerns have been highlighted regarding road safety risks, particularly due to children playing in the area and the presence of vulnerable road users.

The resident has also advised that nearby development works are due to commence, which may result in increased construction traffic and associated disruption over the coming year.

Support has been requested from the Parish Council for the installation of additional road safety signage, potentially at the entrance from the Adisham Road and within the private road section. A site meeting has also been offered to discuss the concerns further.

The resident indicated that the preferred option would be the installation of red “children crossing” warning signs (depicting an adult and child) at multiple locations. In addition, the resident requested the provision of a red “Give Way” sign at the junction with Adisham Road, as well as at the point where the private section of Aerodrome Road meets the public highway.

Recommendation: For council to review the request for Road Safety Signs in the Aerodrome Area.

Agenda Item 24 Council owned Phone Box

For Members to consider and resolve whether to proceed with the repainting of the parish telephone box, using Trade Paints ‘Telephone Box Kiosk Red’ gloss finish (2.5 litre) at a cost of £56.99, inclusive of £9.50 VAT.

Agenda Item 25 Kent Devolution and Local Government Reorganisation (any updates) KALC

No updates available on their website.

Kent County Council

No updates available on their website.

Kent Leaders Website

No updates available on the website.

Agenda Item 26 Next Meeting Date
Statutory Parish Meeting: **Monday 8th June 7:30pm**
(Bekesbourne Recreation Ground Pavillion)

End of Agenda Pack