



BEKESBOURNE-WITH-PATRIXBOURNE PARISH COUNCIL

November 2025 Agenda Pack

Agenda Item 1: Those Present

Agenda Item 2: Apologies for Absence

Agenda Item 3: Declarations of councillor interests relevant to this agenda

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

At the time of issuing this agenda pack, there have been no requests to speak.

Agenda Item 5: External Reports

Agenda Item 5.1 County Councillor Reports



Councillor Mike Sole's monthly report

Kent County Councillor : Canterbury South
Canterbury City Councillor : Nailbourne

*Working for you all
all year round*

The big news from KCC is that of the 57 Reform councillors elected in May, only currently 49 remain with the rest either defecting, suspended or thrown out of the party. All of this has a significant impact on the running of KCC as committee places have to be reallocated every time that there is a change, and it is especially challenging when this results in meetings being cancelled and committee chairs needing to be replaced.

I attended a meeting of the Kent Fire & Rescue Service. The Fire Authority has a long record of supporting everyone in society and I challenged Reform's decision to stop the flying of the Pride flag during Pride month. It was agreed by the chair to defer the decision, but as the chair was one of those councillors subsequently removed by Reform, we will have to see how this progresses.

At the KCC Flood & Water Management Committee I challenged South East Water on their poor emergency planning earlier in the year when hundreds of residents in Whitstable were left without water for several days. At the same meeting Southern Water set out their plans to reduce the number of storm overflow discharges into the sea, but I pointed out that they had made an even bolder claim for action three years ago that was unlikely to be met. I also asked KCC for information on their future climate modelling to ensure that their drainage and flood prevention measures will be able to cope with more frequent and heavy storms.

Other meetings attended included Barham parish council, Joint Transportation Board, and Canterbury City Cabinet and Full Council.

The City Council Budget consultation is due to start in November. As the cabinet member for finance, I have been working on this with cabinet colleagues and officers for several months. Some of the highlights include: Capital funding for a multi-storey park & ride on the existing Wincheap site to provide an alternative to building on the recreation ground once the new slip road is built; all except the most expensive Band 1 car parking charges frozen and Band 1 only increasing by 10p an hour; garden waste collections extended to cover the whole year (except Christmas break); funding to clean A2 slip roads; reduction in costs of bulk waste collections to help reduce fly-tipping; more tree and hedge planting; increased funding for maintenance of planting included in the on-going projects at Dane John Gardens and other Levelling Up funded sites around Canterbury.



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Agenda Item 5.2 City Councillor Reports

Councillor Lee Castle

Little Stour & Adisham Ward - Canterbury City Council - 07875402888



October 2025 Update lee.castle@councillor.canterbury.gov.uk

Over the past month, I have attended a number of parish and council meetings across the district.

I attended the **Ickham and Well** Parish Council meeting, as well as the **Littlebourne** Parish Council meeting, where we discussed the ongoing opposition to the large planning application on The Hill. The applicant has now appealed to the Planning Inspectorate, and a hearing is scheduled for February next year.

At Full Cabinet and Full Council, I was pleased to support several important motions — including a report on how local authorities can hold water companies to account, a motion for Canterbury to become a City of Sanctuary, and support for the White Ribbon Campaign. All three were excellent initiatives that received strong backing.

I also met with a local resident to discuss a social housing matter and continue to support individuals across the ward with housing, planning, and environmental concerns.

There have been some recurring bin collection issues in small pockets of the district. Please do report these directly on the council website and then let me know by message or email so I can follow up. If issues aren't logged, Canenco cannot be formally challenged on their performance.

It's been encouraging to have meetings in the new council offices at St George's Lane, which are working well. In **Bekesbourne and Patricxbourne**, the parish council continues to make good use of development funds for local projects. Meanwhile, **Adisham and Ickham** have submitted capital grant applications to improve village facilities and the local environment. In **Wickhambreaux**, the revised application to convert the Pear Orchard site into self-build homes was withdrawn, though the original approval remains valid.

Recent casework has included housing list applications, parking and planning queries, and bin collection problems in **Bekesbourne**, footpath, housing, and waste issues in **Adisham** along with drainage and highways matters in **Littlebourne**.

The City Council budget has now gone out for public consultation. I was pleased to secure funding to help manage the transition to the new local government authority — ensuring that district assets, buildings, and digital services are protected and ready for the 2027–28 local government reorganisation changes. It's also great news that green bin collections will now operate year-round, except over Christmas.

In November, there will be a special council meeting about the future structure of local government in Kent. More details will be shared once confirmed by the government.

Finally, I was delighted to visit the Free Shop in Herne Bay, run by Maya and her wonderful team of volunteers. They offer clothing, bedding, and food (actually anything) to those in need — entirely free. It was both inspiring and humbling to see their work supporting our community.

Parish Council meeting resumes

Agenda Item 6: To confirm minutes of the previous meetings

To confirm minutes of the meeting held in September 2025.

Agenda Item 7: To report any matters arising *(from the previous meeting not covered elsewhere on the agenda)*

Agenda Item 8: Any s101 Delegated Authority items to be noted by council.

The response to the Canterbury City council was drafted and circulated to all councillors. This was the approved and submitted accordingly.

Agenda Item 9: Any updates from representatives from external groups *(if any)*

9.1 Recreation Ground Management Committee

9.2 Village Hall Management Committee

9.3 The River Group

9.4 KALC

9.5 A257 Traffic Management Group

Agenda Item 10:Highways Matters

10.1 20mph limit at Patrixbourne

No progress Clerk has CC'd Cllr Sole into the latest chaser email, as I have heard nothing further since September.

10.2 Any new matters to raise

Any new matters to be raised here.

Agenda Item 11: Finance Matters

11.1 To note November payment schedule & approve any new payments.

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

	Payment	Amount
15/10	Hugo Fox Ltd Website fee	£23.99
20/10	Bekesbourne Village Hall- hire fees for 25-26	£112.00
20/10	Bank Charges (account fees)	£4.25
30/10	N.Purcell October Salary	As per salary sheet
5/11	Bekesbourne Recreation Ground- Hire fees 25-26	£70.00

Payments Due for Approval:

Recipient	Detail	Amount
N. Purcell	October & Nov Phone Bill	£10.00
N. Purcell	November HP Ink Subscription	£9.99

11.2 Q2 Accounts July – September 2025

Council to note the following in relation to the accounts:

- Lloyds Bank has implemented a monthly service charge of £4.25 for the Council's Community Account (formerly referred to as the Treasurer's Account). Following discussions with the bank, it has been confirmed that this represents the most favourable terms available for this category of account. It is understood that the introduction of such charges is now standard practice across community and similar banking accounts.
- The Lloyds Instant Access Saver Account currently holds a balance of £1.09 to maintain the account's active status. This account previously held the ring-fenced funds from the sale of land at Aspinall Close, which were separated to ensure compliance with the maximum Financial Services Compensation Scheme (FSCS) protection limit — currently £85,000 per financial institution, per account holder.
- The Council's current balance stands at £82,556.86, which is just below the FSCS protection threshold. With the imminent receipt of Section 106 funds, Members are asked to consider whether a transfer

of funds should be made to ensure the account balance does not exceed the £85,000 protection limit.

- Council is further requested to consider whether to retain or close the Instant Access Saver Account. If retained, it could be used to hold earmarked reserves. The account currently offers an interest rate of **0.60%**.

Bank reconciliation –2025 Q2

Name of smaller authority: Bekesbourne with Patrixbourne Parish Council

County area (local councils and parish meetings only): Kent County Council

Financial year ending 31 March 2025

Prepared by (Name and Role): Nicola Purcell- Parish Clerk & RFO

Date: 30.09.2025

Balance per bank statements as at 30.09.25

Lloyds Community Account	£	83,534.23
Lloyds Instant Access Savers Account	£	1.09
	£	83,535.32
Petty cash float (if applicable)		n/a
Less: any unpresented cheques	£	-
Add: any unbanked cheques	£	-
Add: any un-banked cash	£	-
Net balances as at: 30.09.25	£	83,535.32

Bekesbourne with Patrixbourne Parish Council
Quarter 2 Accounts 2025/26 (1st July-30th September)

[illegible]

Payments			
Date cleared	Reference:	Details	£
15/07/2025	DD	HugoFox Ltd -Website	£ 23.99
18/07/2025	PAY	Lloyds Bank Service Charge	£ 4.25
30/07/2025	SO	N.Purcell Staff Salary	£ 867.53
15/08/2025	DD	HugoFox Ltd -Website	£ 23.99
18/08/2025	PAY	Lloyds Bank Service Charge	£ 4.25
01/09/2025	SO	N.Purcell Staff Salary	£ 867.53
16/09/2025	PAY	Lloyds Bank Service Charge	£ 4.25
30/09/2025	SO	N.Purcell Staff Salary	£ 867.53
Total Payments			£ 2,663.32

Total Receipts	£ -
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11.3 S106 Funding (Updates)

After formally raising concerns, with the assistance of Cllr Castle, the CCC officer has since been in touch- the invoiced submitted have been approved, and we are now awaiting the money for the playground works and the pavilion works to reach our account.

There is still money to be spent - Council to discuss suggestions moving forward.

11.4 Budget 2026/27

Parish councils are required under the Local Government Act 1992 (Sections 41–50) to set an annual budget before determining the precept. The budget establishes the council's planned income and expenditure for the financial year and ensures the precept demand is lawful and based on identified needs.

Review of Reserves and Forecasts

In preparing this draft budget, time has been spent reviewing the council's current reserves and updating figures in line with anticipated commitments and predicted expenditure up to 31 March 2026.

This review ensures that earmarked and general reserves remain at appropriate levels to meet ongoing projects, maintenance responsibilities, and potential contingencies.

Summary of Draft Budget

The draft budget for 2026–27 has been prepared to maintain essential services, meet inflationary pressures, and ensure continued support for local facilities and community priorities.

- Total Expenditure: £24,522.00
- Total Income (excluding precept): £243.40
- Resulting Precept Requirement: £24,278.60
- Proposed Precept Increase: 3.81%

This increase reflects modest rises in staff and insurance costs, introduction of pension contributions, and provision for maintenance and statutory services.

Council are therefore required to:

1. Discuss the allocated and unallocated reserves.
2. Agree the budget for 2026–27; and
3. Set the precept accordingly to fund that agreed budget.

Reserve Figures and Predictions.

Earmarked Reserves

Money Raised for Accessible Roundabout	£ 1,812.00
Ringfenced Neighbourhood Watch money	£ 225.00
Defib Funds	£ 1,000.00
Highways Matters	£ 6,000.00
Office Equipment	£ 1,000.00
Concurrent Functions Loss Reserve	£ 12,000.00
S137 Grants	£ 6,751.00
Assett Repair	£ 3,500.00
Other grants	£ 2,000.00
Allotment Contingencies	£ 1,000.00
Playground Maintenance & Repair	£ 9,000.00
Church Grants (unspent)	£ 700.00
5 years payroll costs	£ 1,560.00

*this may need to be re allocated following the installaiton of equipment using s106 money

General Reserves

3 months running costs minimum	£ 3,000.00
Total Allocated Reserves as of 6/11/25:	£ 49,548.00

Predictions

Balance as of 6/11/25	£ 82,557.95
Predicted expenditure until 31/03/26	£ 6,778.00
Predicted balance at 31/03/26	£ 75,779.95
Total balance, less reserves = total unallocated reserves for 2026/27	£ 26,231.95

Bekesbourne with Patrixbourne PC DRAFT Budget 2026-27

CONCURRENT FUNCTION FUNDING	2025-26	2026-27	Clerk/RFO Notes.
INCOME	Agreed Budget	Draft Budget	
AWARDED FOR AMOUNT	£ 4,288.00	£ 4,288.00	this amount is fixed. This funding is for maintenance of rec grounds and play areas
CONCURRENT FUNCTION FUNDING EXPENDITURE			
Amount given to RGMC	£ 4,193.00	£ 4,188.00	
Play area annual inspection		£ 100.00	ROSPA £83.00 plus VAT. There is a fee of £4.00 plus VAT per extra item for each additional play items over 5
EXPENDITURE			
Clerk's salary	£ 10,800.00	£ 11,124.00	to allow for annual increase from NALC estimated 3% based on previous years
Pension Contributions	£ -	£ 1,320	following registration with LGPS assuming 12% employer contribution
NS&I	£ 120.00	£ 200.00	Staff salary crosses threshold for NSI contributions
Burial grounds - St Mary's Patrixbourne	£ 200.00	£ -	added to reserves from this year as not requested in 2025/26 so available in 26/27
Burial grounds - St Peter's Bekesbourne	£ 500.00	£ -	added to reserves from this year as not requested in 2025/26 so available in 26/27
Parish Council insurance	£ 1,700.00	£ 2,000.00	Expecting slight increase & potential new equipment to be added
Admin - clerks expenses	£ 77.00	£ 80.00	HP Instant Ink Subscription
slcc membership	£ 200.00	£ 200.00	valuable tool
Training	£ 300.00	£ -	none of last years budget used
KALC subscription	£ 400.00	£ 420.00	valuable tool, legal advice, resources- assume inflation costs
Subscription to LS&NRMG	£ -	£ -	have an amount in reserves unspent to use if requested
Internal audit fee	£ 105.00	£ 140.00	estimate 2 hrs at £70 ph
External audit fee	£ 760.00	£ 210.00	Correct fee. Clerk querying previous years fee
Elections	£ -	£800	Main election during 2027 but to be prepared incase the current vacancy is contested
Water for allotments	£ 90.00	£ 90.00	this amount has been adequate
Play Area Maintenance/repair	£ -	£ -	Nothing spent last year- see earmarked reserves, no need to add extra
Website hosting	£ 300.00	£ 320.00	Hugo Fox
email accounts	£ 251.76	£ -	Unused.
Domain Name	£ 20.00	£ 22.00	a requirement
Clerk Phone Contract	£ 60.00	£ 65.00	
Hall Fees for meetings	£ 180.00	£ 200.00	
s137 expenditure	£ 6,571.20	£ 6,778	£11.45 per elector (based on forecast RPI increase from 2025-26 figure of £11.10)
Bank Charges		£ 53	

newprojects: highways	£ 1,000.00	£ 500.00
TOTAL EXPENDITURE	£ 23,634.96	£ 24,522.00

we still have 6000 assigned, but it may be wise to obtain extra for additional projects from the HIP

INCOME		
Bank interest	£ 3.00	
VAT Reclaim		
Allotment Rentals	£ 243.40	£ 243.40
TOTAL INCOME	£ 246.40	£ 243.40

Unable to predict - until UK Central Gov Budget is announced/Bank of England

Unable to Predict

Assuming all allotments allocated

PRECEPT CALCULATIONS		
Total expenditure	£ 23,634.96	£ 24,522.00
Total income	£ 246.40	£ 243.40
Total expenditure(expenditure - income)	£ 23,388.56	£ 24,278.60
PRECEPT	£ 23,388.56	£ 24,278.60

Proposed Precept Increase:

3.81%

Agenda Item 12: Planning

12.1 To Receive Updates on previous consultee responses

Application ref: CA/23/00484 (Land At The Hill)

Description: Outline planning application for up to 300 residential dwellings (including affordable housing and older person accommodation), a new community hub, introduction of structural planting and landscaping, informal public open space and children's play area and surface water flood mitigation and attenuation. All matters reserved.

Appellant's name: Gladman Developments

Appeal ref: 3373183

The planning application concerns land known locally as *The Hill, Littlebourne*, near Canterbury. The proposal — brought forward by Gladman Developments — seeks outline permission for up to 300 new homes, along with a community hub, open spaces, landscaping, and associated works.

Canterbury City Council refused the application in 2025, citing key concerns including environmental impact, traffic, drainage, and the scale of development relative to the existing village. Gladman subsequently lodged an appeal with the national Planning Inspectorate, which is expected to hold a Public Inquiry in February 2026.

The official appeal reference is 3373183, though formal details have not yet been published on the Planning Inspectorate's online register at the time of writing.

Update after meeting with Cllr Castle:

Littlebourne Parish Council has been heavily involved in opposing the application. The council has:

- Publicly stated its objections to the development and CCC's original decision notice.
- Launched a GoFundMe campaign to raise money for professional planning and legal advice ahead of the appeal.

Rule 6 Party Status

LPC initially intended to take part in the inquiry as a Rule 6 party.

A *Rule 6 party* is a recognised main participant in a planning inquiry, alongside the appellant (developer) and the local planning authority. Rule 6 status gives a group the right to:

- Present evidence and call witnesses,
- Receive and exchange documents with the other main parties, and

In short, Rule 6 status allows the parish council to act as a full legal participant, not just an objector. However, it also carries significant obligations and potential cost risks, since parties must prepare professional evidence and representation.

LPC initially sought Rule 6 status and began fundraising to cover solicitor and barrister fees. However, after considering the likely legal costs and the financial risks of potential cost liability, the parish council has since decided to withdraw its Rule 6 participation.

While costs are not automatically awarded against a losing Rule 6 party, there is a risk of being held liable if a party is deemed to have acted *unreasonably* or contributed to unnecessary expense during the inquiry. Even without an award of costs, the outlay for legal representation and expert reports can be substantial.

LPC therefore intends to continue representing local opinion and engaging with the process through written submissions and public participation, rather than as a formal Rule 6 party.

What Can Bekesbourne with Patrixbourne PC do at this stage?

Because this is now a Planning Inspectorate appeal, the Parish Council's earlier objections to Canterbury City Council are automatically forwarded to the Inspectorate, but we can submit further written representations directly to the appeal.

The PC's updated statement can:

- Re-emphasise original objections (e.g., transport impact on Bekesbourne Lane, sewage and flooding risk, loss of countryside setting).
- Add any new evidence or local data since the CCC decision

- Support Littlebourne PC and CCC's reasons for refusal.
We can also attend and speak at the Public Inquiry.

12.2 To Discuss any new applications

No new applications received.

12.3 Outbuildings

As circulated via email: Planning officer visited the properties in Aspinall Close and Bifrons- and advised that there is not a breach of planning.

12.4 Draft Canterbury District Local Plan - Focused consultation (Reg 18)

The Parish Council response was submitted accordingly.

Agenda Item 13: Allotments

13.1 Any Updates

No updates.

13.2 Any new matters to report

Agenda Item 14: Correspondence

None

Agenda Item 15: 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

Public Survey Report "More than 2,000 people across Kent and Medway took part in our survey as part of local government reorganisation engagement exercise. Key stakeholders gave us their views too.

You can read the full report below:

[View Full Report](#)

The feedback we received will be used to inform the business cases detailing how many unitaries should cover Kent and Medway and what areas they should cover.

Those business cases are in the process of being pulled together and will be submitted to government by Friday 28 November 2025, who will make the final decision in 2026.

Individual councils will make decisions on their preferred option to submit to government throughout November.”

Agenda Item 16: Staff Matters *Confidential to be held under the Public Bodies (admission to meetings) Act 1960*

Agenda Item 17: Next Meeting Date
12th January 2025 (*at the village hall*)