

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD ON TUESDAY 5 DECEMBER 2017 AT 8.00 PM
IN THE COMMUNITY CENTRE**

Cllrs Cheesman (Chairman); Greenhead; Fincham; Fairhurst; Cllr Gary Cooke (KCC);
3 members of the public (J. Noyce, J. Everett & D. Thompson)

1 APOLOGIES: Cllrs Weeks (work commitment), Butler (unwell).
Alden-Morris (received retrospectively); Cllr Newton (MBC); Mr Richard Young

The apologies and reasons for absence were noted and accepted.

2 NOTIFICATION OF WHETHER ANYONE WISHES TO FILM, PHOTOGRAPH OR RECORD ANY ITEMS – None received.

3 COUNCILLOR VACANCY/CO-OPTION: Following the resignation of Samantha Brooks due to a lack of time, there are now 2 vacancies.
The chairman asked that all make an effort to find suitable candidates.

4 DECLARATIONS OF INTEREST: No declarations

5 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:
No questions.

6 APPROVE & SIGN MINUTES OF MEETING 7 NOVEMBER 2017:
The minutes were agreed and signed by the Chairman as a true and accurate record of proceedings.

The decision re Item 16 – PROW was reviewed (see Item 12 of minutes).

7 CRIME REPORT: The following report was obtained from e-watch.co

Longham Copse: Burglary of dwelling. Between 12.01 on Mon 6 Nov and & 1.00 pm on Mon 13 Nov a shed was broken into. Various tools were stolen.
Crime Rpt YY033822/17

8 COUNTY COUNCILLOR'S REPORT: Whilst there is no obligation to do so, buses on routes 13 and 59 currently receive subsidies from KCC. However, as no data is provided by the bus company – a bill is submitted based on an estimate of usage – KCC is examining if this is the best use of rate payer's money?
The matter will go out to consultation, with no decision reached until the data is analysed. In addition, the parishes will be consulted to see if a community service could prove to be more efficient?

As some services are not sustainable, alternatives will be sought (this accounts for approx. 2% of the network).

At the last KCC Transport meeting it was agreed that funds will be made available to start looking at a Leeds/Langley relief road.

MBC are again discussing the 5,000 homes Garden Village proposal. This will possibly form part of the 2021 Local Plan review.

9 BOROUGH COUNCILLOR'S REPORT: Not available.

10 URGENT MATTERS:

- It was noted that road markings in Spot Lane are disappearing. Cllr Cooke agreed to investigate the problem.
- A shed inventory of DPC equipment has not yet been carried out.
- It was agreed that the social media committee will consider if they wish to advertise public notices for missing pets, etc.
- A message from Cllr Weeks confirmed that the website provider does not want a gift for the service he provided.

11 NOTICE BOARD(S) /DISPLAY BOARD: Ongoing.

12 MATTERS ARISING FROM PREVIOUS MINUTES:

- **Speed Indicating Devices:** Cllr Cooke advised the meeting that he is still awaiting information.

Clerk to recirculate the traffic survey to enable councillors to re-examine the data.

- **General Data Protection Regulation (GDPR):** Cllr Weeks will be attending the KALC Workshop on 14 Dec & Cllr Cheesman and the Clerk will be attending on 24 Jan.
- **PROW KM80/KM86 (Steps):** Following further discussion, Cllr Fairhurst offered to discuss the footpath with his contact at KCC to check if PROW are willing to undertake the work. The Clerk will contact MBC.

13 FINANCE:

- Items for Payment.

Balance of Current Account £12,775.85 credit, after all cheques sent
Balance of Investment Account £10,321.18 credit

Cheques sent:

To Whom Payable	Details	Amount
Heart of Kent Hospice	Donation	300.00
L. Greenhead	Christmas Flyer Delivery	100.00
Otham with Langley PCC	Choir Donation	100.00
J. Noyce	Litter Picking (Nov)	270.00
KCC Re. Kent Pension Fund	Clerk's Pension (Employer & Employees Conts Oct)	270.35
T. Irving	Clerk's Salary (Nov)/Exp (inc £120 Garden Comp vouchers)	1,024.02
Mr J. Cottis	Flower Bulbs	20.00

Aylesford Electrical	Install Christmas Lighting & attend switch-on ceremony	2,205.00
R. Cheesman	Christmas Ceremony Expenses	14.00
Cheques received:		
From Whom Rec'd	Details	Amount
MBC	PSS (2 nd Installment)	290.00

The accounts were formally agreed (proposed by Cllr Greenhead, seconded by Cllr Fincham).

ii. **2018/19 budget proposals:** Proposals include; CCTV, salary reviews, Christmas motifs, SID & the Community Centre's loft storage project.

To facilitate these projects a precept of £30,000 was proposed, seconded and unanimously agreed.

iii. **Other matter to report:** Cllr Fairhurst stated that he has 'an issue' with the presentation of the accounts and would like them presented as management accounts. When shown a copy of the spreadsheet which itemises each payment & forms part of the annual report, Cllr Fairhurst confirmed that he had not seen this before and agreed it more akin to his proposal. He agreed to forward an accounts format to the Clerk, with a view to further discussion at February's meeting.

14 CHRISTMAS CEREMONY REVIEW: The chairman thanked everyone that assisted with arrangements and included a special mention to John Everett and Diane Thompson for attending.

It was agreed that the event flowed well and arrangements worked better than previously.

Mr Young forwarded a comment that 'the lights look good as ever'.

Subject to availability of the hall, it was agreed to hold 2018's ceremony on Saturday, 1 December, commencing at the same time of 4 pm.

It was suggested that perhaps fireworks from private land could be considered for 2018?

15 PLANNING:

New Applications

17/506007 - 5 Ravens Dane Close

Demolition of existing garage store, erection of a new single storey rear/side extension incorporating roof lights, and reduction of garden level adjacent to rear extension to form patio area.

Further to the planning officer's confirmation that 2 parking spaces will be maintained, the council has no objections to the proposal.

Applications Granted

17/505221 TPO – 12 Bournemouth Close

16 REPORT ON CLEANLINESS IN THE PARISH: It was noted that conditions have improved at the rear of The Spires. A request to be made for the pallets to be moved as this will allow the litter picker access to his cupboard.
Mr Noyce was thanked for his comments and for attending the meeting.

17 SOCIAL MEDIA: Policy/Committee. Ongoing.

18 DCA UPDATE: Plans for the proposed roof storage facility have been circulated and noted in the 2018/19 budget. Further consideration will be given to the donation request when quotations are received.

19 REPORTS FROM MEETINGS/SEMINARS ATTENDED: Cllr Cheesman, the Clerk and Cllr Gray (OPC) attended a meeting with DHA/Bellway Homes on 29 November to discuss the H1(8) proposal for Church Rd.

Bellway confirmed that the scheme was at an early stage. An indicative site layout was presented, to demonstrate how 440 dwellings could be accommodated on site.

The PCs main concerns related to Church Rd, and the proposed access onto this road. As discussed, the adopted Local Plan requires access to be off Church Rd and during the adoption of the Local Plan KCC Highways raised no objection to this. As such Church Rd was the only feasible option and accordingly now forms part of the adopted policy.

Concerns with the impact to pedestrians, highway safety and additional traffic on Church Rd as a result of the development. The PC suggested introducing white lines to make it clear the road is single track, implementing signage, reducing the speed limit from 60mph to 30mph and incorporating a pedestrian footpath behind the existing hedge.

Bellway will look to create pedestrian links from other areas of site, not all onto Church Rd. For example to the south, and northwest of the site - subject to land ownership review, etc,

It was generally agreed that landscaping along the western edge should be reduced to allow for a looser layout and more landscaping within the site. The PC agreed that views to the Church would be important, and also the need for landscaping along the eastern boundary around existing residents.

The PC were clear that they would like a traditional and rural feel to development to reflect development within Otham, similar to the Bicknor Green scheme.

The PC confirmed that the area of land to the south is regularly used for dog walking, horse riding, etc so would want to see this retained. The Church is regularly used for church services and community clubs and as such improved parking and facilities (such as kitchen) would be beneficial.

It was agreed to arrange a site meeting for the New Year.

20 COMMITTEE REPORTS: None received.

21 CORRESPONDENCE: Various correspondence circulated by email.

- A resident has expressed concerns regarding fireworks in the parish 'I want to raise the question of the parish council's view on fireworks at 2105 on the 16 November and what action will be taken'.

The same resident subsequently mentioned problems with fireworks on additional dates/times.

The Clerk contacted PCSO Boyd to check if he is aware of any problems/had received complaints regarding fireworks in the parish. He confirmed that no complaints have been made.

Cllrs are not aware that fireworks being set off outside the legal time limits of 11 pm and 7 am (this does not apply to Bonfire Night, NY Eve, Diwali and Chinese NY.)

Situation to be monitored and reviewed, if necessary.

22 DATE OF NEXT MEETING: 6 February 2018. Necessity for January 2018 meeting to be discussed. Unless an emergency arises, the council will not meet in January.

There being no further business, the meeting closed at 10.15 pm.