

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD ON TUESDAY 3 MAY 2016 AT 8.00 PM
IN THE COMMUNITY CENTRE**

Present: Cllrs Cheesman – Chairman (part); Greenhead; Roberts; Butler; Weeks; Eady; Brooks; Pearson; Mrs T Irving (Clerk). Cllr Cooke (KCC); Cllr Newton (MBC); Richard Young; Rajen Kantaria; John Leaf (part) – MPE.

1 APOLOGIES: Cllr Carmichael (work commitment); PCSO Timon Gurr

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

3 DECLARATIONS OF INTEREST: Cllrs Cheesman & Pearson – Item 17 (Patients Spires Medical Centre).

4 POLICE REPORT: PCSO Timon Gurr

I have looked into the different legislation around the vehicles parked in the lay-by on Willington Street. The legislation around the sale of vehicles on the road or on roadside verges is covered under The Clean Neighbourhoods and Environment Act 2005, part 2 which is enforced by the Local Authority. An abandoned vehicle is also dealt with by the Local Authority, which I believe can be reported via the website. One of the vehicles that has been in the location for a while is now in a poor state which should fall under the abandoned category. Tax as I have explained before is enforced by the DVLA who I am aware have been around the Downswood area recently carrying out enforcement. If a vehicle is covered under a trade policy then this covers the insurance however if they are in the layby I believe they would need tax. If a vehicle is shown as sorn but is parked on the road then this should be reported to the DVLA as the vehicle must be completely off the road for the vehicle's sorn to be legal. If it is on the road then it must have tax and insurance or the insurance is covered by a trade policy. I will keep an eye on the situation and check the current vehicle there for sale. I hope that has helped provide some guidance on the situation based around the discussion at the last meeting. If there are any further questions then please let me know.

5 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:

The meeting was reconvened

6 APPROVE & SIGN MINUTES OF MEETING HELD ON 5 APRIL 2016: The minutes were agreed and signed by the Chairman as a true and accurate record of proceedings.

7 COUNTY COUNCILLOR'S REPORT:

Written Report provided – see Appendix 1.

Cllr Cooke advised the meeting that a blitz on potholes will start on 1 June.

The District Manager, Richard Emmett, is being seconded for 18 months.

8 BOROUGH COUNCILLOR'S REPORT:

Play equipment for Foxden Drive is due to be installed prior to the summer holiday.

MBC obtained a licence to close Church Road whilst they carried out a litter pick. Fly tipping on the SSSI site has been reported to enforcement.

The council is looking to have a recycling centre at its depot.

The Mela is moving to the town centre on 11 September for a trial. A subsequent consultation will determine whether it continues in the town, or moves back to Mote Park?

Permission for topsoil on land North of Bicknor Wood/Gore Court Rd was granted for a 3 year period.

The DCA responded quickly to the problem with the gravel path. Children/hirers are no longer allowed access to the area.

It was noted that a car dealer is leaving vehicles for sale in Willington Street layby. Cllr Newton is trying to establish which local authority needs to take action.

9 URGENT MATTERS: No response to the Clerk's email of 18 April requesting an update for spraying the SSSI buddleia and plants for the Jubilee triangle. Clerk to chase.

The following item was brought forward at the Chairman's request.

17 SPIRES MEDICAL CENTRE: The Chairman thanked those involved with delivery/collection of DPC's survey; especially Cllr Weeks for collating the results. The survey has some very interesting information and confirms that residents consider it to be an important facility.

Concerns were expressed how Dr Singh can remain impartial when the CCG takes over from NHS England? He is the primary care lead on the NHS WK CCG governing body and there will be a conflict of interest.

Cllr Cooke has offered to host a future meeting at KCC, if required.

10 FINANCE

i. Items for payment:

Balance of Current Account £29,036.70 credit, after all cheques sent
Balance of Investment Account £10,259.54 credit

The council confirmed approval of the following payments:

To Whom Payable

M. Weeks	Expenses: Surgery Questionnaire related	35.71
CPRE	Membership 2016	29.00
Four Jays	Olympicnic (Toilets/Fire Extinguisher)	240.00
HMRC	PAYE	121.67
Paul Waring	Roundabout Maintenance/Foxden Hedge Cutting	895.20
EDF Energy	Electric for Christmas Motifs (2015)	371.27
W. Greenhead	Expenses: 10 x Bat Boxes	154.89
T. Irving	Clerk's Salary & Expenses (April)	876.62

-14-

KCC	Clerk's Pension (Employer + Employee Contributions) April	214.37
J. Noyce	Litter Picker's Wages (April)	311.10

Cheques Received

MBC	Precept/LCTS 2016/17	27,590.00
Caxtons	Litter Picking Contribution	364.00

ii) Membership Renewals: Resolved – renew annual subscription to KALC @ £553.08

iii) Fixed Asset Register Update: Defibrillator & cabinet added to register with a value of £1,420.00

iv) Annual Return: a) **consider the Annual Governance Statement:** duly considered b) **approve the Annual Governance Statement:** proposed Cllr Greenhead, seconded Cllr Butler & unanimously agreed c) **consider the Accounting Statement:** duly considered d) **Approve the Accounting Statement:** proposed by Cllr Greenhead, seconded Cllr Brooks & unanimously agreed.

v) DPC/OPC Expenses Review: A period of 6 months expenses was reviewed, resulting in agreement to continue with a 2/3 DPC, 1/3 OPC split on joint expenses.

vi) Other Matters to report: Pension – A date of 1 Jan 2017 has been given for Auto Enrolment.

NS & I: Investment account rate of increase will decrease from 0.75% to 0.45% from 6 June 2016. All to consider possible alternative saving accounts.

Cllr Cheesman gave her apologies and retired from the meeting.

11 PLANNING:

New Applications:

16/502521/FULL - Unit 4 The Spires Deringwood Parade

Retrospective installation of an ATM machine and replacement of existing glazing with white laminate composite security panel.

16/502522/ADV - Unit 4 The Spires Deringwood

Advertisement consent for 1 No. Internally illuminated ATM fascia sign with white illuminated lettering and blue LED halo illuminated surround

The council supports both the above applications.

12 DAVID NUTTALL MEMORIAL UPDATE: It was agreed for Cllr Newton to arrange a quotation in sandstone.

13 DEFIBRILLATOR: The unit has been installed. Cllr Butler returned the DVD & Guide and advised councillors that the DVD is available to watch on you tube.

14 CHRISTMAS CAROLS & LIGHTS 2016:

It was agreed to purchase 2 x ref number 123573 (blue) and 2 x 123579 (white) motifs + 8 brackets from Aylesford Electrical.

15 REPORTS FROM MEETINGS/SEMINARS ATTENDED:

Cllr Roberts attended the DCA meeting of 12 April when the group confirmed they are largely happy with the defibrillator, although one member expressed concerns. It is hoped that loft insulation and LED lighting will be installed soon.

The Clerk attended MBC's meeting of 11 April when issues with the planning department were addressed. It was agreed that whilst enforcement are quick to carry out initial investigations, there is a lack of strength on follow up actions.

16 PLAY AREAS/MALLARDS OPEN SPACE: MBC has advised they are unable to provide a copy of inspection reports

Open Spaces Committee commented that the bark put under the tractor has disappeared and they will be putting more down in due course.

Clerk to request meeting at Mallards with; MBC/MVCP/Cllrs Greenhead & Weeks/Clerk.

18 OLYMPICNIC: Cllr Roberts is organising medals and will be inviting local sporting groups to attend.

Cllr Weeks will be ordering new gazebos but expressed concerns regarding lack of storage. Cllr Roberts to enquire if DPC equipment could be stored in a shed – approx. 4' x 6' - in the grounds of the Community Centre?

19 GARDEN COMPETITION: It was agreed that vouchers will be purchased from Rumwood Nurseries to the value of; £50, £25 and £15. The suggested judge has agreed to participate.

20 DCA: FETE: Cllrs Cheesman and Butler to agree DPC prizes for hook a duck, golf, treasure island and scrabble. Some bat boxes to be held back for display purposes.

It was agreed to meet at the centre at 11.00 am

The results from the medical survey will be highlighted at the DPC information point (Cllr Weeks to see what can be reused from last year's display and provide Cllr Greenhead with boards).

CARBON NEUTRAL PROJECT: News awaited from DCA Chairman.

21 COMMITTEE REPORTS: None available.

22 CORRESPONDENCE: Various items circulated by email.

Marie Curie: 'Blooming Great Tea Party' between 20-29 June (full details on notice boards).

Trevor Sturgess: Arial photography – declined by the council

There being no further business the meeting closed at 10.05 pm

DATE OF NEXT PARISH COUNCIL MEETING: 7 JUNE AT 8.00 PM