

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD ON TUESDAY 4 OCTOBER 2016 AT 8.00 PM
IN THE COMMUNITY CENTRE**

Present: Cllrs Cheesman (Chairman); Greenhead; Pearson (from Item 5); Mrs T Irving – Clerk, Cllr Newton - MBC (part); 5 members of the public (Richard Young, Rajen Kantaria, Edward Cheesman, Peter Fincham, Chris Bentley).

1 APOLOGIES: Cllrs Weeks (holiday); Brooks/Carmichael (work commitments); Butler (family commitment); Cllr Cooke; Cllr Newton for lateness (attending conflicting meeting);

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

3 DECLARATIONS OF INTEREST: No declarations were made.

4 COUNCILLOR VACANCY/CO-OPTION: Following due consideration, Mr Peter Fincham was co-opted as a member of the council. A Declaration of Acceptance of Office was completed, further paperwork to follow within the specified 28 days.

5 POLICE REPORT: Not available.

An email has been sent to PCSO Money to inform him of intelligence provided by a Foxden Drive resident that drug dealing is taking place.

6 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC: There was one question regarding noise from the Community Centre.

The meeting was reconvened

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

8 COUNTY COUNCILLOR'S REPORT:

Written Report provided – see Appendix 1.

9 BOROUGH COUNCILLOR'S REPORT:

Cllr Newton is very pleased to report that a proposal to widen Gore Court Road was refused at a meeting this evening. Further, there is no opportunity to appeal the decision.

10 URGENT MATTERS: MBC has advised that dog bins will be removed and all waste should be placed in new co-mingled bins. Two week consultation period to suggest locations for the new bins will run from 10 to 24 October 2016.

11 FINANCE:

i. Items for payment:

Balance of Current Account £17,786.83 credit, after all cheques sent

Balance of Investment Account £10,259.54 credit

The council confirmed approval of the following payments:

To Whom Payable	Details	Amount
M. Weeks	Expenses (Foxden Flyer Printing)	39.99
Auditing Solutions	Internal Annual Audit	222.00
PKF Littlejohn	External Annual Audit	240.00
HMRC	PAYE	203.14
KCC re Kent Pension Fund	Pension (Employer & Employee Contributions Sept)	216.52
T. Irving	Clerk's Salary & Expenses (Sept)	929.73
J. Noyce	Litter Picker Wages (Sept)	265.20
		2116.58

Cheques received: Nil

ii) **Suggestions for 2017/18 Budget:** Cllr Greenhead to confirm OS proposals. Solar heating for the Community Centre to be considered.

iii) **Conclusion of Annual Return 2015/16:** The completed return has been circulated to councillors for information. Comment regarding a risk assessment not being carried out was noted. The external auditor is of the opinion that the information in the annual return is in accordance with proper practices and no matters have given cause for concern.

iv) **Other matters to report:** None.

12 PLANNING:

An examination of the **Local Plan** commenced today. Members of the public are invited to attend the hearing at the Town Hall - see MBC's website for further information.

Decision Awaited

16/503665/FULL - 85 Murrain Drive

13 DAVID NUTTALL MEMORIAL UPDATE: A block of granite has been sourced - quotation awaited. It is hoped the unveiling can be tied in with the spring clean.

14 SPIRES MEDICAL CENTRE: There has been some difficulty finding a date for the next meeting that's convenient for all, but further dates are expected soon.

15 PLAY AREAS/MALLARDS OPEN SPACE:

Sophie Lawrie officially opened the refurbished Foxden Drive Play Area on 24 September.

MVCP has confirmed Mallards TAG day for 24 November. Work to include:

Coppice island to encourage wild fowl nesting.

Continue revetment work on middle island to arrest soil erosion.

Check rafts and concrete sack revetment.

Cut back overhanging branches from water's edge.

Litter pick around site.

It was noted that Mallards roundabout has been weeded and is 'looking good'. Cllr Greenhead hopes another piece of ragstone can be deployed.

16 REMEMBRANCE DAY/WREATH DONATION: Cllr Pearson to confirm her availability for laying wreath at the Church & War Memorial on Sunday, 13 November. A donation of £45 was agreed for the wreath – LGA S137

17 CHRISTMAS CAROLS AND LIGHTS: The Clerk has requested a meeting with Aylesford Electrical prior to the lights being installed to agree locations. Loan of PA system to be confirmed. Cllr Greenhead to update Christmas flyer.

18 WEBSITE – Cllr Greenhead to explore options for a new website and report back. It was agreed that one person should be in overall charge, with assistance provided by agreed members.

NEWSLETTER: OSC to provide article and suggestions for further content invited from all.

FACEBOOK: It was noted that DPC needs to be 'more aware how things are tagged'.

19 SPRING CLEAN: April/May agreed – date to be confirmed closer to the time. OSC hopes to be able to clear a section of the River Len. Clerk to enquire about possible loan of waders.

20 PEDESTRIANISED OLD CHURCH ROAD/SPOT LANE REVIEW: Cllr Cheesman reported that having checked on a noise in Old Church Road, she was initially pleased to learn that KCC were clearing overhanging vegetation but disappointed so little was undertaken

Clerk to ask Steven Waring if he will help with an action plan for planting/upkeep of plants for the area around the granite tablet. Environmental suggestions required to maintain the area as a woodland extension.

OSC will be holding a working group on 26 November at 10 am. It was noted that care will need to be taken when removing nettles as several small plants have established themselves.

21 REPORTS FROM MEETINGS/SEMINARS ATTENDED: KALC minutes from meeting of 26 September have been circulated.

22 DCA: SHED FOR DPC EQUIPMENT – Cllr Cheesman to obtain update from Cllr Weeks prior to DCA meeting.

CARBON NEUTRAL PROJECT – Carbon Smart details to be resent to DCA. Items for possible consideration; noise limiter, solar heating to heat water, air conditioning/heat inverter and another set of doors to help limit noise.

23 COMMITTEE REPORTS: Open Spaces report circulated.

24 CORRESPONDENCE:

Whilst still retaining an interest in the parade of shops, Rajen Kantaria will no longer be acting as the representative. However, he would like to follow progress by attending future DPC meetings as a member of the public on an ad hoc basis. Rajen was thanked for all his help over the years and wished all the best for the future. The convenience store has been sold - details of the new owner not yet known. Various emails circulated as received.

There being no further business the meeting closed at 9.50 pm

DATE OF NEXT PARISH COUNCIL MEETING: 1 NOVEMBER AT 8.00 PM