

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING  
HELD ON TUESDAY 6 JUNE 2017 AT 8.00 PM  
IN THE COMMUNITY CENTRE**

Cllrs Cheesman (Chairman); Greenhead; Weeks; Pearson; Fincham; Fairhurst; Cllr Gary Cooke (KCC); 2 Members of the Public.

**1 APOLOGIES:** Cllrs Butler (work commitment); Carmichael (conflicting appointment); Brookes (received retrospectively – work commitment); Cllr Newton (MBC); John Everett (DCA).

The apologies and the reasons for absence were noted and accepted.

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

**3 DECLARATIONS OF INTEREST:** Cllr Cheesman (Item 13 ii), Cllr Fairhurst (Item 14).

**4 ADJOURNMENTS FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:** There were no questions.

The meeting was reconvened.

**5 APPROVE & SIGN MINUTES OF MEETING 2 MAY 2017:** The minutes were agreed and signed by the Chairman of the meeting as a true and accurate record of proceedings.

**6 POLICE REPORT:**

Crime for the period 01/05/17 to 04/06/17

25/05/17. Theft of gardener's rucksack from Deringwood Drive between 13.40 to 13.45.

**7 COUNTY COUNCILLOR'S REPORT:**

- It is hoped to extend the mini bus service until the end of June. Demand for the service has dropped and it is therefore likely that the arrangement will have to be moderated.
- Land North of Bicknor Wood development for 250 houses has been discussed with Highways and they have objected to the proposal. Concerns were raised in respect of the closure of White Horse Lane as it is believed that emergency services will not be able to get through.
- Pressure will have to be put on KCC to deliver a Leeds/Langley relief road.

**8 BOROUGH COUNCILLOR'S REPORT:** (Verbal report provided to the Clerk).

- There has been 2 incidents of fly tipping in the parish.
- Cllr Newton has been elected chairman of both the Democracy Committee and the Queen's Own Royal W. Kent Regiment Museum Trust Committee. In addition, he is the 1<sup>st</sup> substitute chair of Planning.

**9 MEDICAL CENTRE UPDATE:** In response to the Clerk's enquiry, the Practice Manager advised that she has 'no updates regarding the Downswood building'.

Consideration to be given to making the property a Community Asset.

A meeting has been agreed for 14 June at the Pharmacy with volunteers from the survey group attending (others are welcome to be present).

**10 ARRIVA/BUS SURVEY:** Cllr Cheesman managed to obtain a timetable with some difficulty. This shows huge gaps in the service, with no buses running between 1.30 and 5.30 pm.

Cllr Weeks advised the meeting that the questionnaire is now ready on Survey Monkey but a decision on how to print and distribute the hard copy is required.

It was agreed to order a black and white version from KCC in time for delivery with the Olympic leaflets.

**11 URGENT MATTERS:** Complaints received from residents following a succession of firework displays taking place at The Orchard were discussed. The Clerk has notified MBC (ref 1542126) and asked for advice. Clerk to contact The Orchard direct.

**12 MAP/DISPLAY BOARD:** Open Spaces Committee to provide suggestions for a replacement board.

### **13 FINANCE:**

#### **i. Items for payment:**

**Balance of Current Account            £22,514.11 credit, after all cheques sent**

**Balance of Investment Account        £10,321.18 credit**

The council confirmed approval of the following payments (proposed Cllr Greenhead, seconded Cllr Weeks):

<b>To Whom Payable</b>	<b>Details</b>	<b>Amount</b>
L. Greenhead	Newsletter Delivery	100.00
Auditing Solutions	Annual Audit	228.00
Smart Event Support	Toilet/Fire Extinguisher Hire for Olympicnic	180.00
Peeks of Bournemouth	Novelties for Fete	115.92
Commercial Services	Newsletter Printing	153.00
DCA	Hall Hire for Cllr Training Day	115.00
T. Irving	Clerk's Salary/Exp (May)	1,019.47
KCC Re. Kent Pension Fund	Clerk's Pension (Employer & Employees Conts May)	270.35
J. Noyce	Litter Picking (May)	337.50

#### **Cheques Received**

Nil

ii) **Donation Requests:**

**Involve** - Further to Cllr Greenhead's proposal, seconded by Cllr Week, a £200 donation was **RESOLVED** in accordance with LGA 137.

**DCA re Shed Lighting – RESOLVED** in accordance with LGA 137 that Cllr Weeks will discuss the purchase of 2 x halogen lights at approx £40 each.

It was further **RESOLVED** that a lockable, metal storage box and combination lock be purchased for DPC items stored in the shed.

iii) **Review of Litter Picking Contributions:** Previous wage rises have been absorbed by DPC, but it was agreed that it is unavoidable and some of the increase must be passed on. It was **RESOLVED** that an uplift of 10% is appropriate for both Caxtons and the DCA.

No increase to be passed to the Medical Centre at this point.

iv) **Internal Audit Report:** Report from Auditing Solutions dated 3 May 2017 was circulated to members in advance of the meeting.

The council is pleased to note the conclusion: 'No Accounts issues have arisen in this review area and we have duly signed off the Internal Audit Report in the Annual Return, assigning positive assurances in all relevant categories.'

v) **Insurance Renewal: RESOLVED** to accept Zurich Insurance renewal of £260.20 as proposed by Cllr Weeks and seconded Cllr Fairhurst.

vii) **Other Matters to Report:** There were no further matters.

## **14 PLANNING:**

### **New Applications**

#### **17/502321 – 72 Longham Copse**

**Erection of a two storey side extension, single storey rear extension inc part conversion and part demolition of existing garage.**

No comment

#### **17/502571 - 7 The Beams**

Loft conversion including rear dormer

Cllr Fairhurst did not take part in the discussion as an interest was declared (applicant is a friend).

No comment

#### **17/502629 - 2 Pennine Way**

Erection of a part two storey and single storey rear extension to existing bedroom and dining area

No comment

#### **17/502352 - 15 Frithwood Close**

Proposed attached garage and front lounge extension.

To be determined by the committee

### **Permission Granted**

**TPO 17/501830 – 69 Longham Copse**

**15 WEBSITE:** The new website has been successfully launched. As the designer will not accept payment, it was **RESOLVED** that a gesture of £80 be given in vouchers, or similar, by way of a thank you. Motion proposed by Cllr Greenhead, seconded by Cllr Pearson & unanimously agreed in accordance with LGA S137.

**16 GARDEN COMPETITION:** Clerk to send details of routes to enable cllrs to submit shortlist by the 3<sup>rd</sup> week in June.

**17 OLYMPICNIC/DAVID NUTTALL MEMORIAL UPDATE:** MPE has confirmed they will organize the barbeque.

Cllr Cheesman to purchase the medals from Aford Awards.

Rev Steve Hughes has agreed to speak at the memorial unveiling at approx. 1.00 pm.

Those helping on 15 July are requested to meet at 9.00 am.

**18 DCA UPDATE:** The shed has been erected and the following DPC items stored therein; 2 x tables; 2 x gazebos; 8 x large bottles of water (ballast for gazebos); and 1 x galvanized bucket (items will be required for Olympicnic). 1 x salt spreader (to be increased to 2 when spreader stored by Cllr Butler is moved, to enable use by all Cllrs throughout the parish).

**FETE REVIEW:** A very successful fete with DPC raising & donating £130.75 to the DCA.

**19 REPORTS FROM MEETINGS/SEMINARS ATTENDED:** Cllr Pearson attended the Police Forum of 24 May – written report provided.

**20 COMMITTEE REPORTS:** Open Spaces Committee met on 16 May when it was noted that a section of the gabions at Mallards are failing.

The following items were also noted:

Graffiti is present on the outdoor gym equipment and one piece has ends missing.

The Oak tree is doing well.

Hedge to left of gate may restrict view into play area from the road.

It is hoped that the proposed steps at the KM80/86 junction can be carried out soon.

Following investigation, it was noted there is no evidence of Kings Acre rear gardens being sprayed with pesticides.

Consideration to be given to replacing the tree behind the Downswood stone with lavender bushes.

OSC weeding group scheduled for 10 June at the wooded section, to the rear of Foxden Drive Play Area.

**21 CORRESPONDENCE:**

Various items circulated by email.

- Email from 'Simon' recently moved to Foxden Drive and has found the area 'extremely noisy' from Willington Street's 'constant flow of HGV's, cars and motorbikes'. His suggestion for DPC to plant hedge/trees on the verge of Willington

Street is not possible as the area is not within the parish. In addition, Cllr Cooke stated that Highways are unlikely to approve the idea.

Information was provided in respect of the Leeds/Langley Relief Road proposal, a copy of the latest newsletter and OSC details.

- Fly The Red Ensign for Merchant Navy Day - Information sent/provided by Cllr Cheesman.

There being no further business the meeting closed at 10.00 pm.

**DATE OF NEXT MEETING: 4 July at 8.00 pm** (apologies received from the Clerk).