

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD ON TUESDAY 2 MAY 2017 AT 8.00 PM
IN THE COMMUNITY CENTRE**

Cllrs Greenhead (Vice Chairman); Butler; Pearson; Fincham; Fairhurst; Cllr Gary Cooke (KCC); 3 Members of the Public (Diane Thompson, John Everett, Richard Young).

Cllr Greenhead chaired the meeting in the absence of Cllr Cheesman.

1 APOLOGIES: Cllrs Cheesman (holiday); Weeks (work commitment); Brooks (work commitment); Carmichael (received retrospectively - conflicting appointment); Newton (MBC).

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: None received.

4 ADJOURNMENTS FOR QUESTIONS FROM MEMBERS OF THE PUBLIC: Parking on the entrance to Buffkin Way from Gore Court Road was queried. Cllr Cooke explained that MBC will be arranging for double yellow lines.

A query was raised from a Kings Acre resident whether crop spraying in the adjacent field could have caused some of his plants to die? Cllr Newton has offered to investigate.

Cllr Greenhead to liaise with Mr Everett re collection of DCA surplus trees.

The meeting was reconvened.

5 APPROVE & SIGN MINUTES OF MEETING 4 APRIL 2017: The minutes were agreed and signed by the Chairman as a true and accurate record of proceedings.

6 POLICE REPORT: Not available.

7 COUNTY COUNCILLOR'S REPORT: (Written report not available.)

- Mallards Roundabout. Double yellow lines are not required as parking is not supposed to take place within the apex of the roundabout. However, Cllr Cooke will speak to the District Manager after the election and will support the proposal if it proves to be feasible.
- A section of Deringwood Drive - from Pennine Way to Mallards Way - is due to be resurfaced.
- Helen Whately MP is continuing to work with the pharmacy.

- The mini bus is being well used, with at least 3 to 4 passengers per time.
- Cllr Cooke stated that he 'has enjoyed the last 4 years and hopes to continue being around following the forthcoming elections'.

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

- Caxton's landscape contractor removed vegetation from the front and sides of the shops and dumped it in a 1 ton bag, by the entrance to The Spires Flats. Cllr Newton and the litter picker subsequently loaded the bag into Cllr Newton's van and he disposed of it.
- The Land North of Bicknor Wood application has been called into the Planning Committee.
- There were 2 car accidents in Mallards Way/Spot Lane recently.
- 7 Cygnets are now at Mallards pond.
- Following a meeting held on 27 April to discuss the Woodcut Farm planning application, MBC officers have been advised they will have to defend their decision at a Planning Referral Meeting.
- Cllr Newton would like to suggest that DPC request the police to attend Deringwood Drive and the bottom of Willington Street between 7 am and 8.30 am with hand held speed radars. Following discussion – when interactive speed signs were also considered - it was decided to wait until after the elections and see if Cllr Cooke's offer to put the problem to KCC engineers can produce a successful scheme.

9 MEDICAL CENTRE UPDATE: Cllr Pearson advised that as the centre is not listed by the Land Registry – it might be classed as an outbuilding - she will carry out some more research.

Clerk to enquire with the surgery if they have plans for the building?

10 ARRIVA/BUS SURVEY: Cllr Weeks has been extremely busy and unable to finalise the survey. However, Survey Monkey is nearly ready to go and he should be able to complete it in the very near future.

Mr Young commented that the new service is running very well and the bus has not been cancelled since it was introduced. In addition, more people are using the bus now that the service is more spread out and it's proving to be reliable. However, the elderly and infirm still do not have direct access to a supermarket, as instead of finishing at the bus station, the service stops at the Royal Star Arcade and customers have to walk to the nearest supermarket.

Cllr Cooke to see if financial support can be provided for a mini bus to the shops.

11 URGENT MATTERS: No matters to report.

12 MAP/DISPLAY BOARD: Due to the poor condition of the existing board, it was agreed to look at replacements. KCC's Archives and History Dept may be able to assist with a map?

13 FINANCE:

i. Items for payment:

| | | |
|--------------------------------------|-------------------|---------------------------------------|
| Balance of Current Account | £25,033.35 | credit, after all cheques sent |
| Balance of Investment Account | £10,321.18 | credit |

The council confirmed approval of the following payments (proposed Cllr Butler, seconded Cllr Pearson):

| To Whom Payable | Details | Amount |
|---------------------------|---|---------------|
| CPRE | Membership 2016/17 | 36.00 |
| KALC | “ “ | 683.78 |
| Summer Garden Buildings | DCA Shed | 1,502.00 |
| KALC | Audit Workshop (50:50 OPC) | 18.00 |
| T. Irving | Clerk’s Salary/Exp (April) | 1,019.68 |
| J. Noyce | Litter Picking (April) | 270.00 |
| KCC Re. Kent Pension Fund | Clerk’s Pension (Employer & Employees Conts April) | 270.35 |
| | Adjustment to L. Greenhead Payment – See Dec 2016 minutes. Recorded as £75 but changed at meeting to £100 | 25.00 |
| Cheques Received: | | |
| MBC | Precept | 27,000.00 |

ii) **Litter Picker’s Request re Holiday Pay.** Cllrs regret it is not possible to facilitate the request.

iii) **Annual Return;** a) **consider the Annual Governance Statement-** duly considered b) **approve the Annual Governance Statement** – proposed Cllr Butler, seconded Cllr Pearson c) **considering the Accounting Statement** – duly considered d) **Approve the Accounting Statement** – proposed Cllr Greenhead, seconded Cllr Butler.

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

14 PLANNING:

New Applications

TPO 17/501830 – 69 Longham Copse: 2 Storey Side Extension

No comment.

Permission Granted

17/500537 - 25 Monkdown

Results awaited from the telephone consultation with iESE of 19 April.

15 WEBSITE: Some photos are still awaited, but the website is expected to be launched in the next few days.

16 GARDEN COMPETITION: A shortlist of gardens to be forwarded to the Clerk by no later than the end of June.

17 OLYMPICNIC/DAVID NUTTALL MEMORIAL UPDATE: A firm commitment to be sought from MPE for the barbeque. If necessary, Cllrs Butler and Greenhead will investigate alternative arrangements.

Clerk to request Rev Steve Hughes to say a few words at the Memorial Ceremony.

18 TRAINING: 7 October has been booked for KALC training session in Downswood Community Centre. DPC to finance the minimum charge of £360 (10 places) + the cost of the hall. KALC will recruit more delegates with a viability of 15 and a maximum of 25 places.

19 DCA UPDATE: Shed on order with delivery expected mid-May.

20 CHRISTMAS SWITCH-ON: Santa & Elf to perform this year's switch-on. Cllr Greenhead to source a new Santa costume.

It was suggested that lights could be purchased for DCA pergola. They will initially be turned off and then switched-on at an appropriate time for more impact.

21 REPORTS FROM MEETINGS/SEMINARS ATTENDED: None available

22 COMMITTEE REPORTS: Open Spaces Committee to meet by the roundabout at 7.00 pm on 16 May to ascertain any issues in the parish.

23 CORRESPONDENCE:

Various items circulated by email.

- Involve Donation Request: To be added to June's Agenda.

There being no further business the meeting closed at 9.50 pm.

DATE OF NEXT MEETING: 6 June at 8.00 pm