

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD ON TUESDAY 7 NOVEMBER 2017 AT 8.00 PM
IN THE COMMUNITY CENTRE**

Cllrs Cheesman (Chairman); Greenhead; Weeks; Butler; Fairhurst; Brooks; Alden-Morris; Cllr Newton (MBC); Cllr Gary Cooke (KCC); Mr Richard Young (resident).

1 APOLOGIES: Cllr Fincham - work commitment.

The apology and reason for absence was noted and accepted.

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

3 COUNCILLOR VACANCY/CO-OPTION:

4 DECLARATIONS OF INTEREST: Cllr Butler – Item 8 (SID is linked to her husband's work).

5 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:

It was noted that litter in the parish has significantly reduced.

6 APPROVE & SIGN MINUTES OF MEETING 3 OCTOBER 2017:

The minutes were agreed and signed by the Chairman as a true and accurate record of proceedings.

7 CRIME REPORT: The following reports were obtained from e-watch.co

Horton Downs. Between 2 pm and 10 am on Monday 15 Oct.

Pots were removed from a garden.

Grampian Way. Criminal damage. 3 April between 6 pm and 7 am (an old crime but not previously reported to the PC). The van had been left outside the address and was vandalised on all panels with a key.

8 COUNTY COUNCILLOR'S REPORT: The Leeds/Langley relief road meeting was well attended with just under 400 people present. Helen Whateley & Helen Grant MP's were present to hear what people had to say.

The focus was on how to move forward without waiting until 2021 (when the Local Plan is reviewed). It is hoped that 2 routes will be designed and ready for consultation by this time next year.

KCC is consulting on its draft budget strategy for 2018/19 and the associated council tax proposals until 3 December 2017 at 23.59.

Councillor Cooke was requested to provide as much information as possible in respect of location and going forward with SID's (Speed Indicator Devices) & Speedwatch.

It was agreed that evidence of speeding should be sought before any such project is moved forward.

Bags of salt have been requested. Cllr Cooke to check availability with Highways.

9 BOROUGH COUNCILLOR'S REPORT: Cllr Newton advised that he was a substitute on a recent Heritage, Culture and Leisure meeting. During the meeting it was announced that the council were trying to axe 20 of the older play areas in the borough, but this was overturned.

10 URGENT MATTERS:

- Cat memorial in Kings Acre. The meeting was advised that the memorial is 'a tribute to a stray cat that gave people a lot of pleasure'. It is on private land, but the resident confirmed that it will be removed in the future.

11 NOTICE BOARD(S) /DISPLAY BOARD: OSC to discuss a maintenance programme for existing boards & suggestions for a replacement Foxden Drive board. Thought will also to be given to the content of a display board. Suggestions were; a laminated ordnance survey map or a history of the parish with a predevelopment map?

12 MATTERS ARISING FROM PREVIOUS MINUTES:

- **Remembrance Service.** The wreath will be provided to Cllr Brooks for the church service at 9.00 am, then on to the Otham war memorial.

13 FINANCE:

i. Items for Payment.

Balance of Current Account £16,789.22 credit, after all cheques sent
Balance of Investment Account £10,321.18 credit

Cheques sent:

To Whom Payable	Details	Amount
KALC	Training Course for Cllrs	432.00
R. Cheesman	Christmas Ceremony Expenses	9.90
Paul Waring	Roundabout Maintenance	102.96
KCC Re. Kent Pension Fund	Clerk's Pension (Employer & Employees Conts Sept)	270.35
HMRC	PAYE	216.03
T. Irving	Clerk's Salary/Exp (Oct)	914.65
J. Noyce	Litter Picking (Oct)	337.50
M. Weeks	Expenses – Various	68.94

Cheques received:

From Whom Rec'd	Details	Amount
MBC	Mallards Deposit	100.00
DCA	Litter Picking Contribution	137.50
Spires Medical Centre	“ “ “	120.00

The accounts were formally agreed (proposed by Cllr Alden-Morris, seconded by Cllr Butler).

ii. Suggestions for 2018/19 budget.

- Clerk to enquire if the DCA has any projects planned for 2018/19?
- Salary review for employees
- Christmas motifs.
- SID (Highway signage)

iii. Donation request: Heart of Kent Hospice. It was proposed, seconded and unanimously agreed to make a donation of £300 in accordance with LGA 137.

iv. **Other matters to report** – There were no further matters.

14 CHRISTMAS CEREMONY: The Clerk is in receipt of the UMSO Certificate and the Highways permit. (The latter was subject to a fee of £26.50 due to changes that were introduced this year).

Cllr Weeks has investigated the installation of the pagoda lights with John Everett to ensure they are ready prior to the event.

Clerk to request a KM photographer to cover the event (it was agreed not to seek publicity in the media prior to the event).

15 PLANNING: New Applications

17/505221 – 12 Bournewood Close TPO

TPO Application for 1 x Willow: Cut back to fenceline, 1 x Ash - Trim overhang, also to be reduced to 6ft

Comments were forwarded to MBC but the Clerk was informed that they are unable to impose some of the requested conditions and, where that is the case, they will use informatives (i.e. guidance rather than something that is enforceable if not carried out).

‘For those requested:

We can only condition that works are carried out to British standard BS3998 by a competent person – it is not reasonable to insist that it is done by a qualified arboricultural contractor.

Ash dieback guidance and control measures are administered by the Forestry Commission (and subject to change over time) and we use an informative to recommend that the most up to date FC guidance is followed.

It is not reasonable to insist that works are carried out when a tree is not in leaf, whilst generally regarded as the best time for most species, current guidance does not suggest that it is necessary to avoid pruning when in leaf (around bud burst and leaf fall are the least favoured time) and FC guidance for coppicing even advocates a summer cut as appropriate. However, I am happy to include this as an informative.

Active nests are protected by law (enforced by the Police). If no active nests are present, then it is not reasonable to prevent works from being carried out within the generally accepted nesting season. We use an informative to provide guidance on this, that also reminds of responsibility for avoiding disturbance to other protected species such as bats.

Cordwood retention is also encouraged by use of informative rather than condition.’

Applications Granted

17/504480/FULL 31 Reinden Grove

Erection of a single storey conservatory at the rear of the property

17/504673/FULL 54 Pennine Way

Demolition of existing conservatory and erection of a single storey rear extension

The Clerk discussed the council's concerns regarding 17 Kings Acre with Cllr Newton. He confirmed that he is aware of the work and it is considered permitted development.

16 PROW KM80/KM86 (Steps):

A quotation has been received from Paul Waring in the sum of £706.

The council unanimously agreed to accept the quotation and, against the advice of the Clerk, it was decided not to seek further authorisation from PROW or MBC.

16 SOCIAL MEDIA: Policy/Committee. Cllr Weeks informed the council that it is desirable to have a policy for social media. It was agreed that Cllrs Weeks, Greenhead and Fairhurst will form a committee to agree a policy. One provided by Loose PC to be used as a template.

17 DCA UPDATE: It is understood that a new nursery is considering using the centre.

The council is pleased to note that the noise related problems seem to have been resolved

Congratulations to be passed to John Everett and Diane Thompson for the Halloween party. It was recognised that they personally put an awful lot of effort into making the event such a success. Cllr Weeks was thanked for representing the PC.

Cllr Weeks to prepare an inventory of all DPC equipment stored in the shed.

18 REPORTS FROM MEETINGS/SEMINARS ATTENDED:

- KALC Dynamic Councillor Training was attended by the majority of councillors on 7 October and was reported as being very worthwhile.
- The Clerk attended the Highways Seminar on 23 October (presentation has been circulated).

19 COMMITTEE REPORTS:

Downswood Diggers. The 28 October working party was not as well attended as the group would have liked. With this in mind, it has been agreed that in future 2 smaller working groups will be held. The next date has been agreed for 18 November.

The strimmer has been serviced and is now working properly.

It was noted that the group will benefit from a brush cutter.

It was agreed to delay planting bulbs where trees have been removed on Grampian Way as KCC will be planting smaller, replacement trees.

20 CORRESPONDENCE: Various correspondence circulated by email.

- **KALC AGM.** The council will not be represented this year.
- **Reform of data protection legislation - General Data Protection Regulations & Data Protection Bill.** The EU regulation will come into force on 25 May 2018. Basic information has been circulated. Details of workshops will be shared as soon as they become available.

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

DATE OF NEXT MEETING: 5 December at 8.00 pm