

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD ON TUESDAY 7 JUNE 2016 AT 8.00 PM
IN THE COMMUNITY CENTRE**

Present: Cllrs Cheesman – Chairman (part); Greenhead; Weeks; Brooks; Carmichael; Mrs T Irving – Clerk; Cllr Cooke - KCC (part); Richard Young; Rajen Kantaria - part.

The meeting was chaired by Cllr Greenhead until Cllr Cheesman arrived during Item 7.

1 APOLOGIES: Cllrs Cheesman – delayed due to hospital appointment; Butler – work commitment; Roberts – flooding issue (attended briefly to collect a cheque & give apologies for July’s meeting); Pearson (received retrospectively – delayed due to flooding; Cllr Newton (MBC) – conflicting meeting.

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

3 DECLARATIONS OF INTEREST: Cllr Cheesman (see Item 16).

4 POLICE REPORT: PCSO Timon Gurr has advised that he ‘will be moving on to a new role in the coming months. This means that Downswood and Otham will be getting a new PCSO: Ed Money. I have enjoyed working with the local Parish Councils and groups and wish all involved the best for the future. PCSO Money will be in contact in due course.’

5 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC: No questions received.

The meeting was reconvened

6 APPROVE & SIGN MINUTES OF MEETING HELD ON 3 MAY 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 has obtained a quotation of £4,800 for an anti-skid surface in Mallards Way. This would have to be funded by the PC and will take approximately 2 months to arrange. It was agreed to monitor the situation and consider the proposal for next year’s budget.

Helen Whately MP & Cllr Cooke are speaking to BT about the few houses in the parish that cannot receive high speed broadband. It will be a difficult problem to resolve but they are doing what they can.

8 BOROUGH COUNCILLOR’S REPORT: Not available.

*It was agreed to move these items forward on the agenda to allow discussion while Cllr Cooke was present.

Item 11 – Planning (part):

15/509251/OUT Land North Of Bicknor Wood*

KCC objected to the original application but has not as yet responded to the revised application. Objections will likely be based on Sutton Road already being severely congested.

KCC will be looking for S106 money to pay towards the relief road if MBC are minded to grant permission.

13 SPIRES MEDICAL CENTRE*

Cllr Weeks has spoken with Helen Whatley's office and is waiting to hear when a follow up meeting will take place.

Cllr Cooke suggested that it may be possible to extend the meeting that he already has with Helen on 24 June in Faversham to include the matter.

Results from the questionnaire will be published in the newsletter (either following or at the same time as a press release).

Rajen Kantaria raised concerns for the pharmacy if the surgery remains closed.

9 URGENT MATTERS:

- Damage has been caused to the outer kerbing of Mallards roundabout. Cllr Weeks to email picture to Cllr Cooke to allow him to request repairs when pot holes are filled. He will also speak to the engineers to see if the road can be widened?

ACTION – Cllr Cooke

10 FINANCE

i. Items for payment:

Balance of Current Account £26,336.24 credit, after all cheques sent
Balance of Investment Account £10,259.54 credit

The council confirmed approval of the following payments:

To Whom Payable

KALC	Annual Membership	663.70
M. Weeks	Expenses: Olympic Flyers/2 x Gazebos	185.97
J. Noyce	Litter Picker's Wages (May)	320.80
T. Irving	Clerk's Salary & Expenses (May)	968.79
KCC	Clerk's Pension (Employer + Employee Contributions)	218.66
Peeks of B'mouth	Fete Novelties	72.54
Aford Awards	Medals for Olympic	270.00

Cheques Received:

None

ii) Readoption of Financial Risk Assessment (Practitioners' Guide to Proper Practices): Unanimously agreed.

iii) Internal Audit Report 2015/16 (Auditing Solutions): Report dated 27/06/16

was circulated to members in advance of the meeting. The 'failure to complete and formally review the risk assessment review' was noted. Readoption has been agreed until the ongoing review is complete.

iv) Other Matters to report: Insurance renewal to be addressed at July's meeting.

11 PLANNING: (Cont'd from P2)

New Applications:

16/503665/FULL - 85 Murrain Drive*

Two storey extension to side and rear.

16/503995/FULL - 16 Cotswold Gardens*

Proposed demolition of existing side garage and formation of new double-storey side extension to create integral garage and utility/cloak room, Removal of existing rear conservatory and formation of new single-storey pitched roof rear extension, Enlargement of existing vehicular hardstanding to front elevation.

*Both of the above applications are of concern due to the density of the proposals. Cllr Greenhead to email comments to the Clerk for submission to MBC.

16/503818/FULL - 20 Reinden Grove

Erection of rear dormer and conversion of roofspace to form a bedroom with en-suite accommodation.

The council does not wish to comment.

12 DAVID NUTTALL MEMORIAL UPDATE: Clerk to resend suggested wording to Cllr Newton. It was reported that the tree is doing well and looking healthy.

13 (See P2)

14 PLAY AREAS/MALLARDS OPEN SPACE: Cllr Greenhead & the Clerk to attend meeting at Mallards tomorrow with MBC & MVCP. Clerk to enquire about a date for the installation of Foxden Play equipment.

The Buddleia at the SSSI has now been sprayed.

15 OLYMPICNIC: Location of Tug of War rope needs to be verified (believed to be with DCA Chairman).

Medals have been ordered. Cllr Roberts to check with MPE about marking up the ground. Clerk to request MBC to cut the grass mid-week.

Cllr Greenhead has one gazebo, Cllr Carmichael has the other. (Cllr Roberts is currently negotiating with the DCA re the possibility of a shed in their grounds to store DPC equipment)

16 GARDEN COMPETITION: Cllr Cheesman declared an interest (nephew judging the competition). It was agreed to provide the judge with 'a bottle', or similar, as a small thank you for his time and effort.

Shortlists to be sent to the Clerk by the end of June. Volunteers required to cover the following roads; Kings Acre, Monkdown, Frithwood Close & Mallards Way.

17 REPORTS FROM MEETINGS/SEMINARS ATTENDED:

Open Spaces meeting held on 12.05.16 - report circulated by Cllr Greenhead.

Cllr Weeks attended an Emergency Plan Workshop with the idea of putting in place measures to protect residents. To be included on July's agenda.

18 DCA: FETE REPORT – The DCA were congratulated on another successful fete. A decision for all the takings - without deducting expenses - was ratified.
CARBON NEUTRAL PROJECT – Awaiting DCA update.

19 COMMITTEE REPORTS: None available.

20 CORRESPONDENCE: Various items circulated by email.

Request from Helen Whatley's office to include contact details/upcoming advice surgeries/update on actions in the community was agreed. A fee will not be charged to allow DPC to truncate articles, as necessary.

There being no further business the meeting closed at 10.10 pm

DATE OF NEXT PARISH COUNCIL MEETING: 5 JULY AT 8.00 PM