

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD ON TUESDAY 2 JULY 2019 AT 8.30 PM
IN THE COMMUNITY CENTRE**

Cllrs Weeks (Chairman); Cheesman; Butler; Alden-Morris; Rajaratnam; Fairhurst; Newton - part (DPC & Borough Cllr); Mrs Irving – Clerk; (part); Cllr Cooke (KCC); Mr Everett & Ms Thompson (DCA).

ACTION

1 APOLOGIES: Cllr Greenhead (holiday); Fincham (work commitment); PCSO Turner; Mr J. Noyce.

The apologies and reasons for absence were noted and accepted.

2 NOTIFICATION OF WHETHER ANYONE WISHES TO FILM, PHOTOGRAPH OR RECORD ANY ITEMS. Cllr Week stated that he will be recording the meeting.

3 DECLARATIONS OF INTEREST/REQUEST FOR DISPENSATIONS:
None received.

4 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC. No members of the public were present.

The meeting reconvened.

5 APPROVE & SIGN MINUTES OF MEETING 4 JUNE 2019:
The minutes were agreed as a true and accurate record of proceedings and subsequently signed by Cllr Weeks.

6 CRIME REPORT:
Report obtained from e-watch.
Deringwood Drive. On Thursday 20 June between 1.00 am and 23.00 pm a commercial premises was broken into and a cash box was stolen.

7 COUNTY COUNCILLOR'S REPORT:

- Due to the community engagement and speed surveys that have already taken place, Cllr Cooke believes that Downswood will be an excellent candidate for the KCC 20 mph pilot scheme.

Following unanimous agreement from councillors, Cllr Cooke will ask that Downswood is put forward for the scheme. At the end of the pilot, there will be a chance to state views.

GC

- The survey for the Leeds/Langley Relief Road is now concluded and data is being verified. As soon as the routes are decided a meeting will be hosted by Cllr Cooke/Kent Highways.

8 BOROUGH COUNCILLORS REPORT: Not available.

9 MATTERS ARISING FROM PREVIOUS MINUTES:

- **CCTV:** Cllr Weeks is currently awaiting a quote from NT Security for The Spires Shops.

It was agreed to pay a fee of £75 to reset the CCTV equipment as there has been problems logging into the system at the Community Centre. Cllr Weeks to ask that the charge includes a sit down training session. (Enquires also to be made about a maintenance contract).

MW

- Although it has not officially been confirmed, it is believed that the Grove Park Surgery merger has been put on hold.

10 FINANCE:**i. Items for payment.**

Balance of Current Account £28,262.55 credit, after all cheques sent

Balance of Investment Account £10,445.02 credit

M. Weeks	Expenses	156.72
Smart Event Support Ltd	Toilets/Fire Extinguisher - Olympicnic	192.00
Aford Awards	Medals - Olympicnic	340.20
T Irving	Clerk's Salary/Expenses - June	1022.57
KCC	Employer/Employee Pension – June	282.08
J Noyce	Litter Picker's Salary - June	295.56
Zurich Municipal	Annual Insurance + Bouncy Castle Cover	336.29

Approval of the above payments was **RESOLVED**

Cheques received:

MBC	PSS Grant	185.50
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ii) Donation Requests:

Kenward Trust – Following due consideration, it was **RESOLVED** to make a donation of £200 in accordance with LGA 137.

MPE Jnr FC – The request from MPE with the subsequent email regarding the fire and loss of equipment was shared with the council. Following discussion, it was **RESOLVED** to make a donation of £200 towards training costs in accordance with LGA 137.

iii) Revised Annual Insurance Policy/Additional Premium (Olympicnic Bouncy Castle). A small reduction has been agreed for the annual premium, reducing the cost to £280.29. It was agreed to pay an additional charge of £56 for bouncy castle insurance for under 8's at the Olympicnic.

Cllr Weeks has confirmed the arrangements to Zurich and agreed that H & S law will be followed

MW

iv) Other Matters to report: None.

Cllr Newton joined the meeting during the following item.

11 DISPOSAL OF LITTER PICKING WASTE: Following an email from the Community Centre, the litter picker has been reminded of the need to recycle the

ACTION

waste he collects.

A meeting to be arranged with MBC representative(s) to seek clarification of the recycling arrangements. It was agreed to continue with the informal arrangement as made by the litter picker until then.

TI

Cllr Newton stated that he will not pick up litter again until the issue has been resolved and left the meeting at this point.

The Clerk was asked to minute the council's thanks to Cllr Newton for all his previous litter picking.

Clerk to write to Caxtons to request a reminder is sent to all tenants of the shops stating that commercial waste must not be deposited in the litter bins.

TI

12 PLANNING: (New applications and updates on existing applications).

• Report from Planning Sub-Committee re. Church Road.

No new information to report.

Planning Applications:

Permission Granted (subject to conditions).

19/502278 – 75 Murrain Drive.

13 GARDEN COMPETITION: Thanks were given to those that have already submitted their shortlist. The remainder may wish to wait until delivering the Olympic flyers, which should be available by the end of the week.

14 OLYPICNIC: As many helpers as possible are required for the day.

Cllr Cheesman has collected the medals.

Cllr Butler to take flyers to Madginford School.

Cllr Weeks to purchase water for the event.

AMB
MW

15 CHRISTMAS LIGHTING: Highways has confirmed that certain issues were experienced with electrical contractors last year. As a result of this, Clerk to write to AE confirming the requirements made by Highways and request early action with the motifs.

TI

16 REPORTS FROM MEETINGS/SEMINARS ATTENDED: Not applicable.

17 COMMITTEE REPORTS: Cllr Alden Morris attended the Police Liaison Meeting on 6 June and will be circulating a report in due course.

KA-M

18 RECEIVE DCA UPDATES: The loft conversion is completely finished and is currently awaiting an inspection by MBC.

A Quiz Night will be held on Saturday 21 September.

A problem is being experienced with a car that has broken down and left in the car park

ACTION

19 CORRESPONDENCE: Various correspondence circulated by email as received.

23 ITEMS FOR FUTURE AGENDA & OTHER BUSINESS:

(For reference only - no decisions made.)

- Downswood Diggers to hold a meeting after the Olympic picnic.
- Cllr Weeks to check if the street column on the roundabout is working and report back to the Clerk.
- It was noted that the huddle for Mallards is currently on hold.
- The table tennis project to be explored by Open Spaces.

MW/TI

OS

Apologies received from Cllr Rajaratnam and the Clerk for September's meeting. (Cllr Alden Morris to take the minutes).

There being no further business, the meeting closed at 9.37 pm.

**ADDITIONAL MATTERS TO BE DISCUSSED AT NEXT MEETING ON
3 SEPTEMBER 2019:** None raised.

Please contact the Clerk if you have items that you would like to be considered for the agenda.