

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING  
HELD ON TUESDAY 3 MARCH 2020 AT 8.00 PM  
IN THE COMMUNITY CENTRE**

Cllrs Weeks (Chairman); Fairhurst; Cheesman; Alden-Morris; Rajaratnam; Butler;  
Mrs Irving – Clerk; Cllr Cooke (KCC); Mr Everett & Ms Thompson (DCA & residents);  
1 additional resident.

**1 APOLOGIES:** Cllr Newton – Unwell.

The apology and reason for absence was noted and accepted. Best wishes to be sent to Cllr Newton for a speedy recovery.

It was noted that Cllr Fincham was absent – no apology received.

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

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

**4 COUNCILLOR VACANCY:** It was reported that a couple of people have expressed an interest. All to try and help fill the vacancy.

ALL

**5 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:** No questions were raised.

The meeting reconvened.

**6 APPROVE & SIGN MINUTES OF MEETING 4 FEBRUARY 2020:**

The minutes were agreed as a true and accurate record of proceedings and were duly signed by Councillor Weeks.

**7 CRIME REPORT:** Not available.

The theft of flood warning/road closed signs when in situ at the junction of Mallards Way/Spot Lane has been reported to Kent Police.

**8 COUNTY COUNCILLOR'S REPORT:**

- You Decide event to be held on 4 April, starting at 9 am in Maidstone Skills Centre, Senacre. £15,000 of funding will be available – applicants can submit bids up to £2,500.
- A Highways Officer will be carry out road checks with Cllr Cooke in the next couple of weeks. Cllr Cooke would like to be notified of any known potholes, or please report via the website.
- Today is the offer day for Secondary Schools. Around 94% has been offered their choice of school.

9 **BOROUGH COUNCILLOR'S REPORT:** Not available.

10 **MATTERS ARISING FROM PREVIOUS MINUTES:**

- **CCTV (Update re training).** Dates to be arranged after Easter.

MW

11 **FINANCE:**

i. **Items for Payment**

**Cheques Sent:**

M. Weeks	Expenses – Various:	143.59
	Stationery/Printing/Traffic Cones	
Otham with Langley PCC	Donation	250.00
Aylesford Electrical	Festive Lighting	3,406.68
J. Noyce	Litter Picker's Salary – February	295.56
Mrs T Irving	Clerk's Salary/Expenses - February	962.01
KCC Re. Kent Pension Fund	Employer/ Employee Pension	282.08
	Contribution - February	

**Cheques Received:**

Nil

Balance of Current Account: £10,340.31 credit, after all cheques sent

Balance of Investment Account: £10,528.58 credit.

Approval of the above was proposed by Cllr Butler, seconded by Cllr Fairhurst and unanimously agreed. **RESOLVED.**

ii Financial Regulations/Standing Orders: It was **RESOLVED** that Standing Orders Item 18 a v 'Financial Controls and Procurement' be amended to read: "whenever possible, three quotations should be sought for orders with an estimated value above **£1,000** - See Financial Regulations 'Contracts'.

iii SLCC Membership: Following discussion, it was proposed, seconded and unanimously agreed that the council will contribute 2/3 towards the cost of the Clerk's membership for 2020. **RESOLVED**

iv Other matters to report:

- It was noted that the Litter Picker's hourly rate will increase to £8.72 on 1 April 2020 in accordance with the National Minimum Wage.
- NSI Savings Account rate has decreased. Cllr Butler to investigate if a switch to Kent Reliance would be beneficial.
- Clerk requested to book the bouncy castle for the Olympic picnic.

A-MB

TI

12 **PLANNING (New Applications and updates on existing applications)**

- **Update re. Church Road Outline Planning Application**

No updates were available for MBC's February Planning Committee meeting.

It was confirmed that a decision was made that the council would not participate in, or endorse, a petition organised by Chapman Avenue Residents as it counts as one objection and can discourage residents from making individual objections.

Cllr Newton confirmed that he has called the application in to the planning committee.

It was agreed to do nothing further on the Church Road application until 'MBC come to us'.

**20/500562/FULL - 25 Kings Acre**

Demolition of conservatory and erection of a single storey rear extension with a pitched roof and two rooflights, a first-floor pitched roof side extension over part of the garage, front porch and part conversion of the garage to living accommodation. (Resubmission of 19/500792/FULL)

**No objection**

- 13 SPEED WATCH:** As the issue of speeding on Downswood has 'calmed down', it was agreed to defer this item until a decision is made on the application for Church Road.
- 14 HIGHWAY IMPROVEMENT PLAN:** The chairman reported that he was astounded that KHS had installed the Gateways before the signs were available.  
No news re footpath extension.
- 15 DATE FOR AGM –** Agreed for 8.00 pm on 5 May\*, **ANNUAL PARISH MEETING** - 8.00 pm on 2 June. \*Apologies received from Cllr Cheesman.
- 16 ROUNDABOUT MAINTENANCE:** Quotation received from Paul Waring to mow and strim, prune shrubs, weed borders & litter pick at £33 per time x 12 visits over the year. This was considered, proposed, seconded and unanimously agreed. **RESOLVED**
- 17 RBL POPPY APPEAL SOLDIERS:** It was proposed, seconded and unanimously agreed that 2 x RBL 'Unknown Tommie' silhouettes be purchased for the Orchard Spot roundabout at a cost of £125. each + shipping. They will be displayed for a couple of weeks in November and then kept in storage for subsequent years. **RESOLVED.**
- 18 PURCHASE OF ROAD CLOSED/FLOOD SIGNS:** Following the theft of the KHS signs, Cllr Weeks suggested that the council purchase their own signs in a sturdy plastic version. The approximate total cost of £120 for 2 of each sign was proposed, seconded and unanimously agreed. **RESOLVED.**  
The DCA offered to donate 4 x bollards.
- 19 ELMERS HOKH AFTERNOON TEA EVENT:** It was reported that this was a tremendous effort from all concerned. Every member of the PC donated a cake or turned up to help with the event. John and Di did exceptionally well with the organisation. A total of £323 was raised for the HOKH.

TI

MW

**20 REPORTS FROM MEETINGS/SEMINARS ATTENDED:** Cllrs Weeks and Butler visited KCC's 'Keep Maidstone Moving'. There are several proposals, with all schemes available to view online.

**21 COMMITTEE REPORTS: None.** However, it was agreed that Downswood Diggers (Open Spaces Sub Committee) will meet on Tuesday 24 March at 8 pm in The Rose Inn. Cllr Butler to substitute for Cllr Greenhead.

**22 DCA EASTER EGGS:** Cllr Fairhurst to purchase £30 of small, wrapped eggs to donate for the DCA Easter event.

**AF**

**RECEIVE DCA UPDATES:** Teams are still required for the Quiz Night.

**23 CORRESPONDENCE:**

- **Smart Events – Olympicnic Equipment Hire.** It was agreed to delay the collection of toilets/fire extinguisher equipment until Monday, 20 July to avoid paying the delivery surcharge of £100.
- **Ann Lewis –** Request to display promotional flyer for an event at St Nicholas Church in Leeds Village. Following due consideration it was agreed that, unfortunately, the request would have to be declined. The event is outside the parish and will not benefit the community. Clerk to inform Ms Lewis and Cllr Weeks to discuss with Rev Pavey.

**TI/MW**

**24 ITEMS FOR FUTURE AGENDA & ANY OTHER BUSINESS:**

- Spring Garden Competition
- Olympicnic
- Update of Bank Mandate
- Air Ambulance Kent, Surrey, Sussex Donation Request.

There being no further business the meeting closed at 9.35 pm

**Date of next meeting:** 7 April, 2020.