

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD ON TUESDAY 11 JUNE 2024 AT 8.00 PM
IN THE COMMUNITY CENTRE**

Present: Cllrs R. Wingett - Chairman; R Cheesman; B Cottis; P Fincham; G Newton; D Everett; N Clifford; J Everett; Mrs T Irving – Clerk/RFO; KC Cllr – G Cooke; MB Cllr C Oliver; 6 members of the public

Introductions were made by Councillors to members of the public.

Councillor Wingett provided a fire safety briefing in case an emergency should arise.

- 1. APOLOGIES FOR ABSENCE:** Cllr Ann-Marie Butler – conflicting engagement.
The above apology was noted and accepted.
Borough Councillors V Springett & D Spooner – conflicting meeting.
- 2. NOTIFICATION OF INTENTION TO FILM/PHOTOGRAPH OR RECORD THE MEETING:**
One member of the public and the Clerk for the purpose of minuting.
- 3. DECLARATIONS OF INTEREST/REQUEST FOR DISPENSATIONS:** Cllrs D & E Everett - if matters concerning the Community Association arise.
- 4. APPROVE & SIGN MINUTES OF FULL COUNCIL/ANNUAL PARISH MEETINGS HELD ON 22.05.24:** The minutes were agreed as a true and accurate record of proceedings and were duly signed by Cllr Wingett.
- 5. ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:**
No questions were raised (see Item 15). The meeting was reconvened.
- 6. REPORTS RECEIVED FROM:**
 - 6.1 Kent County Councillor.**
 - Cllr Cooke is awaiting feedback regarding bollards for the layby adjacent to the telephone mast.
 - A date is still awaited for the permanent switch on of the Deringwood Drive/Willington St traffic lights.
 - The Spring to Autumn pothole blitz is now well underway.
 - Whilst the pile driving at Parsonage Place is more a Borough issue, Cllr Cooke agreed to see what he can find out about the level of noise.
 - 6.2 Maidstone Borough Councillors.** Written reports were submitted by both Cllrs Springett and Spooner – Appendix 1 and 2 respectively.
 - 6.3 DCA Representative.** Cllr Clifford attended the recent fete and stated it was a lovely day and that everyone had a good time.
- 7. CRIME REPORT:** No reports available from e-watch.co.

8 PLANNING: New Applications and Existing Applications Update.

New Applications

24-502203 – 10 Foxden Drive

Single storey front and side extension.

Comments required by 21 June.

24-502297 – 17 Gorham Drive

First floor side extension

Comments required by 1 July.

Awaiting a Decision.

23/502544/full – 32 Reinden Grove

9 TRAFFIC RELATED ISSUES:

- Cllr Cheesman advised that a group parish meeting is taking place this evening
However, the parishes have been separated out and tonight's meeting is for the more rural parishes.
- Clerk to make enquires regarding safety concerns where PROW KM86 ends, opposite St Nicholas Church (possible kissing gate?).
- Cllr Springett is waiting for a response from the police to confirm if her suggestion for the parishes to join together to tackle Speedwatch might be possible.
- Bollards – See item 6.1

10 OLYMPICNIC 13.07.24:

- Further planning for the event will take place at tomorrow's Social Sub Committee meeting, with a report being provided back to Full Council for consideration.
- Consideration to be given to a barbeque (it was noted that a hygiene certificate and liability insurance will need to be provided).

11 FINANCE:

Monthly Financial Statement to 11 June 2024

Opening Balance

	£
Balance of Current Account:	64,341.38
Balance of Investment Account:	£
	10,697.44

Less cheques sent:	Details	Amount £
KALC	Annual M'ship Subscription	834.52
Paul Waring	Roundabout Maintenance	45.18
Staffing Costs (May)	Payroll & Expenses	2,200.01
Unity Bank	Downswood PC (New Account)	25,000.00
DCA	Donation - Fete	100.00

Total: 28,179.71

Cheques Rec'd:

Maidstone Borough Council	PSS Grant	63.24
		Total: 63.24

Closing Balances - Current Accounts:

	£
NatWest:	36,224.91
	£
Unity :	25,000.00
	£
Total	61,224.91

N S & I	
Balance of Investment	£
Account:	10,697.44

11.1 Approve Statement of Account: Acceptance of the previously circulated report was proposed by Cllr Cheesman, seconded by Cllr Clifford and unanimously agreed. **RESOLVED.**

11.2 Donation Request: Bearsted Parish Council re Annual Playscheme: Following due consideration, in accordance with LGA 137 a donation of £100 was proposed, seconded and unanimously agreed **RESOLVED.**

11.3 Consider Insurance Renewal: Zurich Insurance Quotation: It was proposed, seconded and unanimously agreed to accept the quotation in the sum of £511.91. The Clerk is currently awaiting confirmation of the additional premium for bouncy castles at the Olympicpicnic.

11.4 Unity Bank – Application has been submitted and is awaiting a response. **Investment Account Update:** Cllr Butler to provide an update. **ACTION: Cllr Butler**

11.5 Other Matters to Report: None.

12 REPORT: COMMEMORATION OF D-DAY: Cllr Fincham provided a report and was thanked for his very successful display, which was greatly appreciated by residents.

13 OPEN SPACES: Maintenance of the Orchard Spot Roundabout - The planting project has been delayed until the autumn (contractor to be advised that no more lavenders are required). An application to be submitted to Highways for permission to plant a fir tree on the roundabout. **Action – Clerk**

Consider Replacement Lavenders for QEII Tablet – Cllr Wingett to discuss with Open Spaces (OS) & report back/**Purchase of Buddleia /Coronation Orchard Plaque: –** OS to advise. **ACTION: OS Cmte**

14 GARDEN COMPETITION: Notcutts Garden Centre has very kindly agreed to provide an additional prize of garden vouchers. Judging to take place on 1 July by two representatives from the nursery. All are requested to provide shortlist of gardens to the Clerk ASAP. It was **RESOLVED** to purchase a small gift from the Chairman's allowance as a thank you.

- 15 CHRISTMAS EVENT 07.12.24.** Update from previous actions:
Greenfields School has made contact with Cllr Cheesman and advised that the adult Community Choir might be able to attend. They will advise following next Thursday's Choir practice.

Clerk to recirculate information regarding 3 x lights requiring repairs. **ACTION: Clerk**
Decision to be made at 2 July meeting

Consideration to be given to discontinuing with motifs/garlands in the future. Members were reminded that a contract already exists with Sparkx for 2024.
Social Committee to prepare suggestions and report back to Full Council.

ACTION: Social Cmte

A member of the public requested that consideration is given to not having the lights switched on 24/7.

Cllr Cooke was thanked for his offer of up to £750 funding towards the event.

16 REVIEW OF COMMITTEES/SUB COMMITTEES/WORKING GROUPS:

The following Councillors were nominated and agreed to Chair:

Planning/Transport: Cllr Wingett

Open Spaces: Cllr D Everett

KALC – Chair not required* (Cllr Butler is the only representative).

Police – Cllr Wingett

Social: Cllr Clifford

School: *

Finance: Cllr Butler. Cllr Wingett added to the committee.

Governance Review: Cllr Wingett added to the committee as Chair.

Ward Cluster: * Cllr Wingett

- 17 ANNUAL ACTION PLAN:** Cllr Wingett to prepare a plan to keep residents informed of work that is being carried out. This will be made available to members of the public for input and reviewed following a trial period of 12 months. **RESOLVED**

- 18 BEARSTED COMMUNITY AD MAGAZINE:** Contact has been made with the magazine following a request from Cllr D Everett. Subject to available space, the magazine has agreed to consider articles submitted from DPC for inclusion.

19 CLERK'S REPORT:

- Top layer of bricks missing from wall at Mallards Way/Cotswold Gardens footpath – reported to KHS
- Name plate missing from Bournemouth Close – reported to MBC
- Fly tipping & graffiti at The Spires Shops has been reported to Caxtons
- Developer Directional signage will now need permission from the parish before it can be erected.

20 REPORTS FROM MEETINGS/SEMINARS ATTENDED: Not applicable.

21 CORRESPONDENCE TO BE ADDRESSED:

- **Caxtons. Comments Requested:** Offer by Residents to Maintain Planters (The Spires Shops). Caxtons contacted the Clerk in response to a letter from Mr J Everett in which he requested permission for residents to maintain the planters. It was confirmed that the Council has no objections to the proposal. However, Caxtons to be requested to sign off on the liability

22 ITEMS FOR FUTURE AGENDAS: None.

Following a reference to the litter picker's safety equipment, it was confirmed that this is regularly reviewed.

There being no further business, the meeting closed at 9.48 pm

The next meeting of the Council will be held at 8pm on Tuesday, 2 July 2024.