

**MINUTES OF THE MEETING OF DOWNSWOOD PARISH COUNCIL  
HELD AT 8.00 PM ON TUESDAY 6 OCTOBER 2009  
IN THE COMMUNITY CENTRE**

**Present:** Cllrs Cheesman (Chairman); Bevan; Ladds; Greenhead; Butler; Roberts; Clark; Chainey; Mrs Irving (Clerk); PCSO Stevens (part); Rajen Kantaria (part); one member of the public.

**1 APOLOGIES:** Cllr Weeks (work commitment); Cllr Marchant - MBC (conflicting meeting); PC Lee Tallon; Cllr Cooke – KCC (holiday).

**2 DECLARATIONS OF INTEREST:** None.

**3 POLICE REPORT** from 1 September 2009 to 5 October 2009

There were no Crime reports recorded during the above period. However, six telephone calls were taken regarding nuisance behaviour.

PCSO Stevens informed the meeting that incidents involving cold calling have also been reported.

PCSO Stevens to include mention of Section 59 in the next police report for the newsletter.

It was confirmed that it is an offence to let off fireworks after 11 pm and before 7 am, except on Bonfire Night (allowed up to midnight), New Year's Eve, Diwali and the Chinese New Year (all allowed up to 1 am). Breaking the above law can result in a fine of £80.

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

**5 APPROVE & SIGN MINUTES OF MEETING HELD ON 1 SEPTEMBER 2009:** Following amendment to a typing error – P2, Line 4 of Traffic Calming, amended to read 'rat running', the minutes were agreed and signed by the Chairman as a true and accurate record of proceedings.

**6 MATTERS ARISING:**

**Traffic Calming.** An update has been requested from KHS following the expiry of the Notice of Intention to move the speed limit sign. KHS have advised that they are currently putting together their contract for anti-skid surfacing works and it is likely that they will be able to include the Downswood section within their contract and budget.

- **Foxden Drive Play Area.** New equipment from Record RSS 'The Scorpion' was circulated together additional proposal. Wicksteed Leisure has requested another site visit. Open Spaces Committee to meet to consider the proposals.

- **Orchard Spot Roundabout** – It was resolved to accept the quotation from MBS for landscaping the roundabout in the sum of £1,737.00.

- **Additional CCTV** – Verbal information from Chris Stewart was relayed to members regarding the two different types of cameras. An invitation was extended to visit the control centre to see the IC2 cameras working. Cllr Cheesman and Clerk to attend.
- **KM Anniversary Tree.** Tree planting to take place on 16 October at 5.30 pm. A tree guard has been purchased at a slightly increased cost of £142.00. Cllrs Greenhead/Roberts to enquire whether tree warden would like their assistance in digging hole.
- **KCC 'Free trees blossom across Kent'**. Following further investigation, it was resolved not to continue with the application due to the size of the trees & the likelihood of them being killed by rabbits/trimmers.

#### **7 URGENT MATTERS:**

- Orchard Spot banners displayed on Mallards play area fencing.
- Litter bin by Spot Lane triangle is not accessible. Consideration to be given to making a feature of this area.
- Part of footpath KM86 has been blocked by rubbish from the fields.
- Water/gas board has caused damage to the grass at Deringwood Drive/Reinden Grove junction. Reinstatement to footpath repairs still required.
- Hydrant sign in Reinden Grove (outside No. 50) has sustained damage.

**8 KENT INTERNATIONAL GATEWAY:** Inquiry to open at 9.30 am on 13 October. All available requested to attend. Cllr Cheesman requested that residents are encouraged to display as many StopKIG posters as possible.

**9 BOROUGH COUNCILLOR'S REPORT** – Report not available.

**10 KCC COUNCILLOR'S REPORT** – Report not available.

**11 CHRISTMAS CAROLS & LIGHTS CEREMONY.** Only two of the three requested quotations – for erection of motifs - have been received; Hilights and Eton Electrical. A resolution was passed to accept quotation from Hilights as they are known to be efficient and proved to be the cheapest.

Cllr Cheesman to check choir arrangements/Cllr Chainey to check arrangements for bell ringing.

Cllr Cheesman to purchase sweets for Father Christmas to distribute/Cllr Butler to purchase drink/biscuits etc.

**12 CLERK'S REPORT** – Quotation has been received from Maidstone Borough Services for £1,656.00 for the installation of goal posts & levelling the pitch on Mallards field. A resolution was passed to proceed with the work.

**13 REPORTS FROM SEMINARS ATTENDED** – Cllr Cheesman & the Clerk attended the Borough's Code of Conduct Meeting held on 16 September.

#### **14 PLANNING.**

New Applications.

MA/09/0916 – 19 Grampian Way.

Erection of single storey porch extension to east elevation.

The Parish Council did not wish to comment.

MA/09/1471- Downswood Community Centre.  
Replacement of all external wooden doors with new UPVC doors.  
Decision awaited.

## 15 FINANCE

### i) Donation Requests:

**DCA External doors + Modernisation proposal** – Copy of Planning Application received & circulated to appropriate members for comment.

**Downswood F.C.** Following information provided by Steve Cragg that the money would be spent to update kit etc. it was resolved to donate £50.00 (S137). Information also advised that 9 of the 19 players are from Downswood. A representative from the FC to be invited to attend the Christmas Carols & Lights Ceremony to collect the cheque.

**Remembrance Day Wreath.** A resolution was passed to donate £35.00 (S137).

**ii) 2008/09 Audit Completion.** Notices have been displayed on parish notice boards advising that the Annual Return is complete.

- Clerk to undertake review of Fixed Asset Register in accordance with the report.
- Comments regarding depreciation have been taken on board.
- Recording powers for making grants/donations has already been addressed.

External Auditor's certificate and opinion has been circulated to members.

### iii) Items for payment

Balance of Current Account £20,927.15 credit, after all cheques sent.

Balance of Investment Account £9,911.72 credit.

The council confirmed approval of the following payments.

		£
MPE	Football Club Donation	100.00
Gala Lights	Storage of Christmas Lights (Jan-June)	276.00
MBC	Cutting back of Longham Copse Hedge	300.00
Thurnham PC	KIG Contribution (July)	393.53
KCC (KCS)	Printing of Newsletter	128.75
J. Toms	Tree Guard for KM Anniversary Tree	163.30
Gala Lights	Storage of Christmas Lights (Sept-Oct)	92.00
Ryan Perkins	Delivery of KIG Flyer	50.00
T. Irving	Clerk's Salary & Expenses (September)	719.54
J. Noyce	Litter Picking (September)	292.95

### Cheques received:

DCA	Litter Picking Contribution	62.50
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v) **Other matters to report** – None.

**16 COMPLAINTS PROCEDURE** – Information to be displayed on website.

**17 COMMITTEE REPORTS** – None available.

## 18 CORRESPONDENCE.

### Youth Sport Achievement Awards 2009.

Councillors to complete nominations as follows: Cllr Ladds – Zoe Sturgess, Cllr Cheesman – Alex Torbica/request David Nuttall to complete re.Alexandra Adams.

Cllr Butler to investigate details of Go Cart driver in Grampian Way.  
Additional information included in circulation pack.

**19 NEWSLETTER/WEBSITE–**

Cllr Butler was thanked for getting the new website up and running. Photographs of councillors to be displayed in due course.

Next edition of newsletter to be produced as soon as possible.

**20 ADDITIONAL MATTERS TO BE DISCUSSED AT NEXT MEETING:** Fixed Asset Register.

**There being no further business the meeting closed at 21.50pm.**

**DATE OF NEXT PARISH COUNCIL MEETING – 3 NOVEMBER 2009.**