

**MINUTES OF THE MEETING OF DOWNSWOOD PARISH COUNCIL
HELD AT 8.00 PM ON TUESDAY 3 MARCH 2009
IN THE COMMUNITY CENTRE**

Present: Cllrs Cheesman (Chairman); Bevan (part); Butler; Ladds; Greenhead; Clark; Mrs Irving (Clerk); PCSO Stevens (part); Mr. Simon Roberts.

Cllr Cheesman welcomed Mr. Roberts & thanked him for his interest in the Cllr vacancy. PCSO Stevens was thanked for attending on his day off.

1 APOLOGIES: Cllr Weeks (work commitment); Cllr Chainey (work commitment); Cllr Bevan for lateness; Cllr Marchant (MBC), Rajen Kantaria.

2 DECLARATIONS OF INTEREST: - Cllrs Ladds and Cheesman ref. item 15 i – Otham Churchyard Donation.

3 POLICE REPORT

Crime figures from 02/02/09 up until 28/02/09.

09/02/09. Foxden Drive. Theft from motor vehicle.

19/02/09. Horton Downs. Number plate stolen from vehicle.

27/02/09. Cotswold Gardens. Vehicle window broken.

PCSO Stevens was not at liberty to discuss details of the police helicopter that had twice been circulating over Downswood for prolonged periods. He did, however, advise residents to be vigilant and report any signs of criminal activity/anything suspicious by calling; 999 in an emergency or 01622 690690 for non emergency reports.

PCSO Stevens advised the following meetings will be held in the Community Centre:

Police Surgery on Friday, 3 April between 6.00-7.00 pm.

PACT Meeting on Friday, 17 April between 7.30-8.30 pm.

Anyone interested in co-ordinating Neighbourhood Watch is requested to contact PCSO Stevens. It is hoped that a contact can be recruited for all roads in Downswood.

4. COUNCILLOR VACANCY/CO-OPTION. Cllr Cheesman closed the meeting to members of the public to discuss Mr. Robert's application. Following Cllrs unanimous decision to co-opt Mr. Roberts, he was invited to join the council.

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

6. APPROVE & SIGN MINUTES OF MEETING HELD ON 3 FEBRUARY 2009:
The minutes were signed by the Chairman as a true and accurate record of proceedings

7 MATTERS ARISING:

- **Mallards Way Open Space.** The draft management plan was discussed. Cllr Butler expressed her concerns that the document appears to be weighted in favour of LVPAS, not members of the public. Clerk to enquire when the damaged culvert detailed in the report will be repaired.

Plan to be forwarded to Cllr Roberts to allow him the opportunity to comment.

- **Orchard Spot Roundabout** – KHS have confirmed that a cultivation licence will be necessary to plant silver birch trees. However, a clause in the licence states ‘No trees, shrubs or other plants are to exceed 3ft (900mm) in height from ground level’. Therefore silver birch trees are not deemed suitable. KHS have also advised there is a possibility that high voltage cables/gas pipes may run under the roundabout.

- **Traffic Calming - Church Road/Deringwood Drive.** Speed sign in Church Road is not likely to be moved for at least four months. A breakdown of the process is; write order - 1 month, display order - 1 month, allow for work to be carried out – 2 months.

Cllr Ladds to consult Highway Code re. stopping distance at 30 mpg. This will be the total anti skid surface area required for Church Rd.

- **Additional CCTV** – A positive meeting was held on 10/02/09.

Quotation received for 1 camera + associated electrics/WiFi/Hard drive @ £9, 950 + VAT. There is an additional annual cost of £1,000 + VAT for TX (transmission) charge. It was resolved to accept the quotation in principle. Clerk to enquire; could the camera be moved to other locations? (i.e.Foxden or Mallards). Is it possible to have the camera installed inside a cylinder? (Meaning uncertainty with regard to which of the three proposed locations is being used at any one time).

- **Newsletter/Website.** Next NL to be produced approx mid/late March.

Cllr Butler to takeover running of website due to Cllr Greenhead’s lack of available time. Cllr Greenhead was thanked for all his previous hard work on the website.

- **Annual Parish Meeting.** Confirmation received from all three speakers that they will be attending. It was resolved to accept the charge of £55-£60 for Mr. Newman. ‘Labour Saving Gardening/Lazy Gardener’ was selected as the topic for Mr. Newman’s talk. Cllr Clark to provide laptop/ Cllr Cheesman to provide screen for use by Steve Horton.

Cllr Butler to enquire with Mother & Toddlers/Under 5’s whether funding is being sought & suggest representative(s) attend APM. Time limit for groups reporting at APM to remain at no longer than three minutes each.

- **Spring Clean.** It was resolved to replace with a ‘Summer Sweep’ this year, taking place at 10.30 am on Saturday, 11 July. Clerk to check availability of; Community Hall/ Church/Orchard Spot for use as venue. Volunteers from Bearsted Community Church to be requested to attend.

- **St. George’s Day Parade.** It was agreed that DPC would not participate in this year’s parade, although cllrs may wish to attend individually.

- **Additional/Replacement Grit Bins.** Requests from residents for additional bins at; Grampian Way, Gorham Drive & Rhodewood Close were considered. KHS have advised DPC will need to purchase bins (£380 per bin), they will then fill FOC. To be discussed further with KHS at meeting on 17/3/09.

- **Standing Orders.** Following the suggestions made by Cllr English, it was resolved to update ‘Interests’ with the following clauses;

‘(Where a member has a personal interest by virtue of a public appointment to a body such as a School Governing Body, or Local Authority Committee they may speak and vote

provided only that they have not taken part in that body's decision making process relating to said item.)

(Where a member has a personal interest that is no wider than that of the general public eg using a particular public service, shop or facility it should not be deemed to be an interest)'

8. URGENT MATTERS:

- Clerk to write to Bearsted Parish Council advising that the section of the footpath - adjacent to the bridge - which forms part of the 'Safer Route to School' is in an 'appalling state' since the flooding.
- Fencing broken close to DPC's notice board.

9. KENT INTERNATIONAL GATEWAY: Next JPG Meeting to be held on Tuesday, 24 March – Cllrs Cheesman & Ladds to attend.

10. GARDENING COMPETITION - Mr. Newman to be requested to judge sometime in July. It was resolved to offer three prizes; £50 £25 & £15.

11 CLERK'S REPORT.

- Suggestion forwarded to the Clerk by Cllr Chainey re. Christmas tree planted at the community centre to be discussed at April's meeting.
- No response from DCA regarding fete proposal.
- Relocation of 'The Beams' notice board. It was resolved to accept the quotation from MBS in the sum of £152.50 (inc. treatment of timber.).
- Request submitted to KM for an Anniversary Tree.
- Cllr Cheesman & Clerk gave brief report of their visit to view the Mote House development.
- Golden Hill Nurseries have delivered the patio willow to Mr & Mrs Bevan at a total cost of £35.50. Cllr Bevan reported that his parents were very pleased with the tree.
- Xmas motif bulbs. Filament bulbs (£0.65 each) are classed as 'consumable items' and should be replaced on an annual basis. LED lamps (£3.95 each) should last between 3-5 years. Clerk to enquire how many bulbs would be required for DPC motifs.

12 COMMITTEE REPORTS – None available.

13 REPORTS FROM SEMINARS ATTENDED – Cllr Ladds attended Police Forum Meeting – Information to be included in circulation pack. It was noted that PC Kingwell has requested to be transferred to Faversham.

14 PLANNING – Nothing to report.

15 FINANCE

i) Donation Request: Otham Churchyard. It was resolved to donate £150.00 – representative from the church to be requested to collect cheque at APM.

ii) Items for payment.

Balance of Current Account £5,644.83 credit, after all cheques sent.

Balance of Investment Account £9,911.72 credit.

The council confirmed approval of the following payments.		£
Golden Hill Nurseries	Gift for Mr & Mrs Bevan (Christmas light storage)	32.50
J. Noyce	Litter Picking (February)	243.00
T. Irving	Clerk's Salary, Expenses (February)	811.36
SLCC	Membership 2009/10	88.66
DCA	Hire of Hall 2009 (Exc, August)	134.48

Cheques received:

Caxtons	Litter Picking Contribution	182.00
DCA	“ “ “	62.50
Nat Savings Bank	Interest 2008/09	325.58

iii) Other matters to report. – None.

16 REPORTS FROM OUTSIDE BODIES – None available.

17 CORRESPONDENCE.

- MBC – Refuse & Recycling Collections
- Maidstone Carers Project – Trusted Trades request (from February's meeting). Details to be submitted for; Glen Amos, Gordon Newton & Geoff Davies.
- Letter received from Otham Church thanking the Parish Council for the donation to the choir.

18 BOROUGH COUNCILLOR'S REPORT – None available.

19 ADDITIONAL MATTERS TO BE DISCUSSED AT NEXT MEETING: DCA Fete, Garden Competition, Summer Sweep.

DATE OF NEXT PARISH COUNCIL MEETING –7 APRIL, 2009.

There being no further business the meeting closed at 10.10 pm.