

**MINUTES OF THE MEETING OF DOWNSWOOD PARISH COUNCIL
HELD AT 8.00 PM ON TUESDAY 4 MAY 2010
IN THE COMMUNITY CENTRE**

Present: Cllrs Cheesman (Chairman); Bevan; Butler; Chainey; Weeks; Roberts; Clerk); Cllr Gary Cooke (KCC); PC Lee Tallon; three members of the public - Chris Chainey, Ms Vicky Quinnell & Rajen Kantaria (part).

1 APOLOGIES: Cllr Greenhead; Cllr Marchant (MBC); PCSO Stevens.

2 DECLARATIONS OF INTEREST: None.

3 POLICE REPORT

DOWNSWOOD CRIME FIGURES (Report forwarded to the Clerk)

From 6th April to 28th April 2010

In the fenced car park of Willow Rise.

Between the 4/4/10 and the 5/4/10 a motorcycle had some items removed from it whilst parked in the car parking area of the IP's residential dwelling.

A police report for the forthcoming newsletter was requested

4 BOROUGH COUNCILLOR'S REPORT – See APM minutes

5 COUNTY COUNCILLOR'S REPORT – See APM minutes

6 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:

None raised.

7 APPROVE & SIGN MINUTES OF MEETING HELD ON 6 APRIL 2010:

Following amendment to Items for payment – HM Rev & Customs should be '£400.48', not '£400.18' & Current Acct Bal should be '£662.15', not '£662.45' the minutes were agreed and signed by the Chairman as a true and accurate record of proceedings.

8 MATTERS ARISING:

- **Mallards Way.** The Clerk confirmed that a contribution to the lake restoration work was made on 24/3/2006 in the sum of £4,049. Clerk to request an examination of the work by MVCP/MBC as it has not been successful.

Handrail on zig-zag path has not yet been repaired.

- **Spring Clean.** A very poor turnout this year consisting of parish councillors and a couple of additional volunteers. Cllr Chainey cleared weeds from around the notice board by the shops. Cllr Butler took home the gazebos to sort out; 3 complete, 1 almost complete + spare parts.

A new approach of targeting small areas during the week with a start time of approx 8 pm will be tried at the end of August/beginning September 2011. A leaflet drop will be made to areas concerned just before the clear up (targeting areas such as Foxden Drive, Mallards etc.). Main Spring Clean to be repeated again next year. **Event to be advertised at DCA Fete.**

- **Website** – updates in progress/ **Newsletter** – latest edition being prepared.

- **Salt Bins** – To be in position by the end of the summer. Clerk to enquire what ‘designated resource’ will be used in times of heavy snow (as mentioned in a letter from KHS to Cllr Bevan’s neighbour).

- **CCTV** – Further to the meeting of 14/4/10 attended by Cllr Cheesman, the Clerk, Chris Stewart, PCSO Stevens & a representative from IC2 an order has been placed for a new CCTV camera. It will be sited at two locations (the DCA are not yet in a position to proceed); the rear of The Spires Shops and the lamp post to the rear of the Medical Centre. The camera will be monitored ‘live’ with footage recorded to a hard drive.

A lead time of 4 weeks has been quoted to install and have the camera fully operational.

The total order value is £13,000 which includes additional lighting and digital recording equipment.

- Councillor Vacancy – Awaiting news from MBC.

9 URGENT MATTERS:

- Concerns were raised regarding Mallards Way roundabout. The heathers are not as large as expected and weeds are pushing through at an alarming rate. Clerk to set up meeting with MBS (Cllr Weeks also to attend).

- Pot holes around manhole covers at Deringwood Drive/Church Rd & Willington St/Deringwood Drive have still not been repaired.

- Resident has complained that a manhole cover located on Deringwood Drive - close to the Mallards roundabout - ‘shakes’ & keeps him awake at night.

- Stake has been removed from sapling at Mallards.

- Cllr Roberts to obtain information re. Adidas Olympic sponsorship for sports equipment.

- Cllr Chainey mentioned that ‘young offenders’ had been selling items door-to-door. Information to be passed to the police.

10 FINANCE

i) Donation Requests:

Kent County Agricultural Society – Request declined.

The Heart of Kent Hospice –A resolution was unanimously passed to donate £200.

ii) Items for payment

Balance of Current Account £20,770.02 credit, after all cheques sent.

Balance of Investment Account £9,938.62 credit.

The council confirmed approval of the following payments:

KALC	2010/11 Annual Membership	614.35
5 th Bearsted Brownes	Donation – Trip to Crystal Palace	60.00
Greenbarnes Ltd	Parts to repair notice board	183.72
KALC	Copy of Standing Orders	25.00
T. Irving	Clerk’s Salary & Expenses (April)	766.06
Jim Noyce	Litterpicking (April)	243.00

Cheques Received

MBC	Precept	22,000
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iii) Risk Assessments

– Cllr Weeks to look into arranging electrical inspection of equipment & advise Clerk.

Standing Orders. The Clerk is in possession of the new publication 'Standing Orders for Local Councils' (OPC preferred not to share a copy). SO's to be reviewed in line with this document.

vi) **Approval of Annual Return.** The return was agreed by councillors and duly signed by Cllr Cheesman and the Clerk. Audit to be performed by Auditing Solutions on 17/18 May. The return will then be sent to the Audit Commission.

v) **Other matters to report** – None.

11 DCA SUMMER FETE. Sweets for prizes to be purchased from Spires Shops on a 'sale or return' basis. Additional prizes to be considered by the Social Committee. Cllr Weeks has display boards that can be used for DPC info.

12 CLERK'S REPORT – Foxden Drive meeting has been arranged with MBC/David Nuttall for 5 May to look at the newly planted trees.

Meeting arranged with Laraine Barrie at KHS - DPC's Community Liaison Officer – on 18 May.

The notice board close to Foxden Drive has sustained damage. Replacement parts to be ordered from Greenbarnes/MBS have been invited to quote to fit parts.

13 REPORTS FROM SEMINARS ATTENDED – School meeting attended by Cllr Butler.

14 PLANNING

New Applications

MA/10/0599 - 71 Murrain Drive.

Erection of a single storey side extension.

DPC do not wish to object.

Refused

MA/09/1989 – 26 Cotswold Gardens

Erection of 1 No. dwelling

Application to discharge conditions. Conditions not yet completed.

15 COMMITTEE REPORTS – None available.

16 CORRESPONDENCE

- **Samaritans** – AGM at 7.30 pm on Thursday 13 May at the Grove Green Community Centre.
- **ACRK** – Kent Village of the Year 2010

17 ADDITIONAL MATTERS TO BE DISCUSSED AT NEXT MEETING – Please inform the Clerk at least one week prior to the meeting.

There being no further business the meeting closed at 9.45 pm.

DATE OF NEXT PARISH COUNCIL MEETING – 1 JUNE 2010.