

**MINUTES OF THE MEETING OF DOWNSWOOD PARISH COUNCIL
HELD AT 8.00 PM ON TUESDAY 6 APRIL 2010
IN THE COMMUNITY CENTRE**

Present: Cllrs Cheesman (Chairman); Bevan; Ladds; Butler; Chainey; Greenhead; Mrs Irving (Clerk); two members of the public - Chris Chainey & Ms Vicky Quinnell.

Cllr Cheesman opened the meeting by announcing the sad news that Cllr Clark had passed away over the weekend. One minute's silence followed as a mark of respect to Cllr Clark.

Ms Quinnell was welcomed to the meeting after having expressed an interest in joining the Parish Council

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

2 DECLARATIONS OF INTEREST: None.

3 POLICE REPORT

DOWNSWOOD CRIME FIGURES (Report forwarded to the Clerk)
From 1st March 2010 to 5th April 2010

27/03/10 Kings Acre/Monkdown

Owner's vehicle was parked on the road outside her house at Kings Acre for a number of months as it would not start. The vehicle was moved and set alight.
Ongoing investigation.

Between 01/03/10 & 04/03/10 Foxden Drive.

Owner reported that a side indicator light has been stolen from his vehicle.

Further to the discussions at the March meeting regarding parking, PCSO Stevens advised the following for information purposes.

'Police have no power to require anyone to move from any yellow lines etc as these are non endorsable offences and the local authority now have control of enforcing these type of offences through their parking enforcement officers who can issue penalty notices for the infringement. Maidstone Borough Council the lead agency as they are the ones responsible for dealing with parking problems.

Obstruction unlikely that anyone would receive any penalty notice for this as the obstruction has to be intentional, someone sitting in a vehicle blocking a drive etc would probably move if asked.

Persons parking on peoples drive becomes a civil issue and would be classed as Trespass. Any requests for the area to be yellow lined will need to be directed to the KCC who are the lead agency for gaining the authority for having these painted in, a process that does take sometime, at least a year and would probably be nearer 2 years. They need to do studies and research etc to see if it is really a major problem in their eyes and justifiable'.

4 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:

The meeting was re-adjourned.

5 APPROVE & SIGN MINUTES OF MEETING HELD ON 2 MARCH 2010: The minutes were agreed and signed by the Chairman as a true and accurate record of proceedings.

6 MATTERS ARISING:

- **Mallards Way.** The problems with the gabions were discussed – Clerk to check DPC's contribution to this work.

Cllr Bevan to enquire whether Mr. Ginnaw would be prepared to make his project available to the Parish Council.

It was noted that the split willow has been trimmed as requested.

Orchard Spot Roundabout. Roundabout project is now complete. Some concern was expressed at the size of the ragstone, although MBC have advised that additional ragstone is available for the edges, if required, to prevent vehicles being parked there. Clerk to make enquires with the Borough re.weeding/maintenance.

Chris Chainey kindly volunteered to take photographs of roundabout.

- **Planting Scheme + maintenance.** Golden Hill has been requested to delay additional work at Foxden Drive pending the Clerk's meeting with MBC. The new Parks Technical Officer may wish to relocate some of the trees.

- **Additional CCTV-** Confirmation has been received that the camera will be monitored in the control room.

- **Salt Bins.** No further news.

- **Spring Clean.** If possible, weeding of new plants to be carried out on the day.

- **Website/ Newsletter** – Details of Allan Clark to be included.

- **Annual Parish Meeting/DPC Annual Meeting** – To be held prior to May 4 meeting, commencing with APM at 7.30 pm. Invitations to state reports should be no longer than 3 minutes.

7 URGENT MATTERS:

- Clerk to display legal notices regarding councillor vacancy (Borough to be notified).

- Accident in Spot Lane was discussed.

- Gate in Foxden Drive play area fencing has a staple bent over.

- Mallards Open Space - Middle handrail on zig zag path unstable.

- Coal in salt bin at the top of Reinden Grove.

- Street light KC0014 (top of Longham Copse) is very bright. Street light outside No. 23 Kings Acre is illuminated during the day. Cllr Chainey volunteered to cover Street Lighting Rpt for Len Valley Walk, Chiltern Close & Willow Rise.

- Large pot hole in the middle of the road at Church Road/Deringwood Drive junction and at entrance to Deringwood Drive (from Willington Street).

- Damaged safety barriers at Deringwood Drive/Willington St junction have still not been replaced

8 FINANCE

i) Donation Requests:

CiLK – It was not felt appropriate to make a donation at this moment in time.

Girlguiding Trip to Crystal Palace –A resolution was passed to donate £60. Report to be requested for APM & reminder made about Spring Clean.

ii) Risk Assessment. Review has highlighted that Clerk should make enquiries regarding inspection of electrical appliances/wiring and computer.

Standing Orders. Cllr Butler has volunteered to carry out an internal financial audit during August 2010 (3 months from Auditing Solutions audit). Following the review of SO's, it was resolved that an internal audit will only be required by a Councillor once per year (normally mid way through the year). If a Councillor is not available to perform the audit, this will be requested from a company of internal auditors. Reissue of SO's to be delayed until the new publication 'Standing Orders for Local Councils' has been considered.

PT II of the first edition of SOLC has been downloaded from KALC's website and circulated to Councillors for information/review.

Clerk to contact OPC with a request to share a copy of the full version. If this is not possible, copy to be purchased at a cost of £25.

Items for payment

Balance of Current Account £ 662.45 credit, after all cheques sent.
 Balance of Investment Account £9,938.62 credit.

The council confirmed approval of the following payments:

PCC of Otham with Langley	Churchyard Donation S214	150.00
DCA	Balance of Hall Hire for 2010 S133	113.59
HM Revenue & Customs	PAYE	440.48
J. Noyce	Litter Picking (March)	292.95
T. Irving	Clerk's Salary & Expenses (March)	804.57
MBC	Mallards Goal Posts/Work to Roundabout S137	3850.48

Cheques Received

Caxtons	Litter Picking Contribution	182.00
NS & I	Interest 2009/10	26.90

iii) Clerk's Pension Information – Info received from KCC forwarded to Chairman for consideration.

iv) Memberships: KALC – It was resolved to renew membership at a cost of £614.35
 ACRK – It was resolved that membership is not required during 20010/11.

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

9 DCA AFFILIATION/SUMMER FETE. Affiliation information forwarded by DCA to be considered for next year. Cllr Butler to organise PC information for display at fete.

10 BOROUGH COUNCILLOR'S REPORT – Not available.

11 KCC COUNCILLOR'S REPORT – Not available.

12 CLERK'S REPORT – RTI display for bus stop. KCC advised that they 'have looked at the site and although it would be possible to put a solar powered pole mounted sign up, it does not appear on the list of immediate priority sites'. The results of the review of the Bus Stop Hierarchy are due soon and if this places the stop higher in the list they will contact the Clerk again.

13 REPORTS FROM SEMINARS ATTENDED – Parish Liaison attended by Cllr Ladds (next meeting 06/09/10).

14 PLANNING – No items to report.

15 COMMITTEE REPORTS – None available.

16 CORRESPONDENCE

- Try Angle Awards – Cllrs to consider applicants for nomination.
- The Kent Men of The Trees Competition – DPC do not wish to compete this year.

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 9.50 pm.

DATE OF NEXT PARISH COUNCIL MEETING – THE MEETING OF 4 MAY, 2010 WILL BE PRECEDED BY THE ANNUAL PARISH MEETING COMMENCING AT 7.30 PM. THE PARISH COUNCIL ANNUAL MEETING WILL ALSO TAKE PLACE.