

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING  
HELD ON TUESDAY 5 SEPTEMBER 2017 AT 8.00 PM  
IN THE COMMUNITY CENTRE**

Cllrs Cheesman (Chairman); Weeks; Fairhurst; Brooks; Cllr Gary Cooke (KCC); 2 members of the public (M. Ladds & R. Young).

**1 APOLOGIES:** Cllrs Greenhead & Fincham (work commitments); Cllr Alden-Morris (honeymoon); Cllr Butler (family illness).

The apologies and the reasons for absence were noted and accepted.

**2 NOTIFICATION OF WHETHER ANYONE WISHES TO FILM, PHOTOGRAPH OR RECORD ANY ITEMS** – None received.

**3 DECLARATIONS OF INTEREST:** There were no declarations.

**4 ADJOURNMENTS FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:** There were no questions.

The meeting was reconvened.

**5 APPROVE & SIGN MINUTES OF MEETING 4 JULY 2017:** The council wishes to formally record their thanks to Cllr Alden-Morris (nee Pearson) for recording the minutes.

Following amendment to items 9, 10 and 12, the minutes were agreed and signed by the Chairman of the meeting as a true and accurate record of proceedings.

Item 9 amended to read:

*Following a report of the meeting, it was observed that the suggestions made by councillors regarding potential income generation in the future, have not been taken on board.*

*It was therefore suggested that the Clerk should write to Atul advising that it is with regret that the council are unable to support the pharmacy's application for funding, unless he is prepared to invest himself.*

*If confirmation is received in the affirmative, the council will be pleased to attend a further meeting.*

Item 10 amended to:

*Cllr Weeks said that the Parish Clerk had agreed to look at the survey once complete, but that due to holiday commitments this would not be for a few weeks.*

*Item 12: 'Greenwood' amended to 'Greenhead'.*

**6 POLICE REPORT:** The council has been advised that a reshuffle of wards has taken place to ensure a fair coverage and presence of local police support officers.

It has been communicated that PCSO's cannot routinely attend parish council meetings anymore. Although they will be expected to attend when there has been a particular issue in the parish that has caused concern or if there is any other need for public reassurance.

In addition, monthly figures will no longer be given out in the way they were before. This applies to all parish councils.

PCSO Alan Hunter is the PCSO responsible for the partnership cameras and he will be a liaison if any queries, concerns or questions arise and local PCSO's aren't readily available.

PCSO John Boyd has been appointed as the PCSO for Downswood & Otham.

## **7 COUNTY COUNCILLOR'S REPORT:**

- Highways are waiting for a dry spell to continue the blitz on potholes. Proper repairs are being carried out, rather than patching.
- **Land North of Bicknor Wood.** KHS has spoken to MBC following the recent planning committee meeting when this application was deferred, but Cllr Cooke does not feel confident that MBC want to support a relief road.

It is necessary to have KCC's approval to close or change roads and they are unlikely to agree to the proposal to close Gore Court Road/Church Road or White Horse Lane.

- It is proposed that £3 million is spent on widening the Sutton Road down to Willington Street, which Cllr Cooke is convinced MBC is pushing in order to have a bus lane.
- **Medical Centre Bus Service.** The bus service does not warrant an extension of the trial, as residents seem to be making their own arrangements

The council agreed that Cllr Cooke has done his best to make the service work, but it has not proved viable to continue with it.

Keith to be thanked for his offer to run the service free of charge for another month.

**8 BOROUGH COUNCILLOR'S REPORT:** Not available.

**9 MEDICAL CENTRE / PHARMACY:** In abeyance.

**10 ARRIVA/BUS SURVEY:** In abeyance.

## **11 URGENT MATTERS:**

- **Ravensdane Close.** Clerk to obtain a copy of the registry deeds for the house with rubbish piled up outside. A letter will then be sent to the owner advising them that their tenant has left the exterior in a poor condition.

**12 MAP/DISPLAY BOARD:** Awaiting update from Cllr Greenhead.

### 13 FINANCE:

i. Items for Payment.

**Balance of Current Account**      **£18,268.79 credit, after all cheques sent**  
**Balance of Investment Account**   **£10,321.18 credit**

#### Cheques sent:

To Whom Payable	Details	Amount
L. Greenhead	Olympicnic Flyer Delivery	100.00
J. Noyce	Litter Picking (July)	270.00
T. Irving	Clerk's Salary/Exp (July)	874.75
KCC Re. Kent Pension Fund	Clerk's Pension (Employer & Employees Conts July)	270.35
British Red Cross	First Aid at Olympicnic	90.00
Paul Waring	Roundabout Maintenance	68.68
PKF Littlejohn	External Audit	240.00
T. Irving	Clerk's Salary/Exp (Aug)	941.53
J. Noyce	Litter Picking (Aug)	337.50

#### Cheques received:

From Whom Rec'd	Details	Amount
Caxtons	Litter Picking Contribution	403.00
MBC	PSS (1 <sup>st</sup> Instalment)	290.00

The accounts were agreed: proposed by Cllr Fairhurst, seconded by Cllr Weeks.

ii. Conclusion of 2016/17 Annual Return.

A copy of the completed return has been circulated to councillors for information. No comments have been raised by the External Auditor and they have discharged their responsibilities under the Local Audit and Accountability Act for the y/e 31 March 2017.

iii. Other matters to report: A PSS questionnaire has been sent to the Clerk for completion (MBC is currently reviewing the scheme).

### 14 CHRISTMAS CEREMONY/LIGHTING:

A meeting has been arranged with Aylesford Electrical for 19.09.17 to discuss arrangements for this year's display.

It was agreed to order 2 x sets of multi coloured, static lights for the pagoda.

Cllr Weeks confirmed that his elf outfit and a Father Christmas costume for Cllr Greenhead are organised.

### 15 PLANNING:

#### 17/501449 - Land North of Bicknor Wood

The application is due to be heard by the planning committee on 7 September.

Cllr Cheesman will be representing DPC and Cllr Cooke will be speaking as an objector.

Everyone needs to be encouraged to respond to the application.

## **New Applications**

### **17/504057 - 2 Monkdown**

Two storey side extension and single story front and rear extension.

## **Applications Granted**

### **17/503049 - 13 Bournemouth Close**

### **17/503221 – 43 Pennine Way**

Unfortunately, the council is unable to help with the concerns raised by a resident of Mallards Way who feels her privacy is being invaded by the installation of French windows in a nearby loft conversion.

It has been explained that as a lawful certificate has already been issued for the work, it is highly unlikely that there are any rights to appeal.

## **16 GARDEN COMPETITION:**

The gardens were judged by Mr Bruce Waldock with the results as follows:

1<sup>st</sup> – 20 Pennine Way, 2<sup>nd</sup> - 5 Grampian Way, 3<sup>rd</sup>- 32 Horton Downs.

In addition, it was agreed to have 3 additional prizes of £10 gift vouchers for each of the 'commended' gardens: 20 Grampian Way, 27 Pennine Way & 19 Reinden Grove.

## **17 OLYMPICNIC / DAVID NUTTALL MEMORIAL APPRAISAL:**

Numbers may have been down this year as flyers were not distributed to the local school and the weather could have been better. Despite the less than anticipated attendance, more help would have been beneficial.

MPE has been thanked for their involvement. Whilst they have confirmed that they are happy to continue marking out and loaning equipment, DPC will consider other options for the barbeque next year, in view of their comment that 'they do not feel that the day needs a BBQ to be a success'

Mr Young was thanked for 'coming up trumps on his part'.

**18 PROW KM80/KM86 (Steps):** Cllr Weeks to obtain estimates from local landscape companies for the installation of steps on the footpath.

**19 DCA Update:** Cllr Weeks to substitute for Cllr Greenhead at the 12 Sept AGM.

## **20 REPORTS FROM MEETINGS/SEMINARS ATTENDED:**

Planning committee meeting of 17 August attended by Cllr Cheesman and the Clerk.

**21 REMEMBRANCE DAY/PERSONALISATION OF WREATH:** In accordance with LGA S137, a donation of £45 was unanimously agreed for the wreath. However, it was agreed not to spend additional money on personalisation. Cllr Brooks to present the wreath at the church and the War Memorial.

## **22 COMMITTEE REPORTS:**

**Open Spaces.** Notes have been circulated from the 28.08.17 meeting. Clerk to check progress of repairs to the tarmac at the edge of Mallards roundabout, as it was noted that the work has still not taken place.

Downswood Diggers next meeting to be held early October.

## **23 CORRESPONDENCE:**

- **KCC Flood Risk Management Survey** completed by Cllr Weeks.
- **Broadband Universal Service Obligation** to be considered and submitted to NALC by Cllr Fairhurst.
- Various correspondence circulated by email.

There being no further business the meeting closed at 10.00 pm.

**DATE OF NEXT MEETING: 3 October at 8.00 pm**