

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD ON TUESDAY 4 DECEMBER 2018 AT 8.00 PM
IN THE COMMUNITY CENTRE**

Cllrs Weeks (Chairman); Cheesman; Butler; Greenhead; Alden-Morris; Rajaratnam; Fairhurst*; Newton DPC & MBC); Mrs Irving – Clerk; Cllr Cooke (KCC); Mr Everett & Ms Thompson – DCA; PCSO Zoe Turner (part); 1 resident.

ACTION

APOLOGIES: *Cllr Fairhurst – lateness (family commitment).
The apology and reason for absence was noted and accepted.

It was noted that Cllr Fincham was absent with no reason given.

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

2 DECLARATIONS OF INTEREST: None received.

3 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC: It was confirmed that whilst the council is aware of a certain instance of rubbish, no action can be taken as it is on private property.

The meeting reconvened.

4 APPROVE & SIGN MINUTES OF MEETING 6 NOVEMBER 2018:
The minutes were signed by Cllr Weeks as a true and accurate record of proceedings.

5 CRIME REPORT: PCSO Turner informed the meeting that no new crimes have taken place. However, a lot of burglaries have taken place in Maidstone and residents are advised to ensure windows and doors are shut before going out.

6 COUNTY COUNCILLOR'S REPORT:

- Update from Road Safety Meeting 20.11.18

Cllr Cooke was formally thanked for initiating and facilitating the meeting. His work is greatly appreciated.

The meeting was very well attended with very few dissenting voices and the majority agreeing with the proposals put forward.

Cllr Cooke will be arranging for a joint meeting with OPC/DPC and Tim Read in due course.

GC

Speedwatch will be funded with a parish grant from KCC.

ACTION

- KCC are seeking views on their draft Libraries, Registration and Archives (LRA) Strategy and proposal to introduce a tiering modes for their 99 libraries. The Consultation closes on 29 Jan 2019.
- A rural bus pilot scheme will be starting in Otham in June, the Maidstone Feeder Bus.

Concerns expressed regarding the 'new' Downswood service were dismissed as they relate to additional buses that had been added by Arriva, not the regular service.

7 BOROUGH COUNCILLOR'S REPORT: Cllr Newton reported that 'quite a few meeting have been held by the Policies and Resources Committee but the information is confidential'.

Various training courses will be taking place at the Town Hall.

A planning application is expected to be submitted for Church Road in January 2019.

Spot Lane LNR is due to be considered by the Heritage, Culture and Leisure Committee and will be progressed at the earliest opportunity.

The existing Park and Ride operator is likely to cease on May 31, with a new operator hopefully taking over the service on 1 June. The new service is expected to be more user friendly.

8 MATTERS ARISING FROM PREVIOUS MINUTES:

The new notice boards have been installed at Foxden Drive and Mallards. Additionally, the knee rail fence is in place and looks good at Mallards.

9 CCTV UPDATE: Cllrs Weeks & Greenhead, the Clerk and Mr Everett have all received training and can access footage from a mobile/iPad. However, the promised desktop access is not possible. Cllr Weeks has written to NT Security and is awaiting an update.

A paragraph will be included in the next newsletter informing residents of the new and improved camera.

MW

10 CONSIDER COMMISSION OF AIR QUALITY SURVEY:

The options offered by various companies were discussed.

Cllr Cooke to forward email with figures and contact info for ATR.

Cllr Newton informed the meeting that £500 is available from his Members Grant which could perhaps be used? Clerk to contact OPC Chair to ask if they would consider contributing Otham's grant towards the project?

TI

ACTION

Further to discussions whether readings could be compared with MBC's baseline readings, Cllr Newton to ask his officers and report back ASAP. What could be offered on DPC's behalf, with a possible contribution from the parish? (If possible, it would be useful to have MBC's readings made available for Willington Street)

GN

Cllr Weeks also to discuss with a company that he knows.

MW

The above will allow further discussion to take place at February's DPC meeting.

Concerns were raised that if diffusion tubes are not calibrated, the findings may not stand up in court?

11 PROGRESSION OF KCC TRAFFIC SURVEY:

Cllr Cooke will be funding the survey with a grant from KCC's Community Chest as it will be more effective for everyone. Clerk and Cllr Weeks to complete the application form.

MW/TI

A sub-committee will be formed to handle the project and will hopefully consist of; Cllrs Cooke, Rajaratnam, Newton, Weeks, Fairhurst and Mr Ellis.

Cllr Cheesman to circulate 20 MPH info obtained from KALC AGM to all.

RC**12 FINANCE:**

i. Items for payment.

Balance of Current Account £12,228.15 credit, after all cheques sent

Balance of Investment Account £10,369.82 credit

A Fairhurst	Expenses - Hedgehog Houses	131.73
M Weeks	Expenses – Christmas Ceremony/Garden Comp Vouchers	184.61
Otham with Langley PCC	Choir Donation	100.00
R Skelton	Mallards Fencing	450.00
T Brearley	Musician – Christmas Ceremony	45.00
R Skelton	Installation of Notice Boards x 2	100.00
A-M Butler	Christmas Ceremony Expenses	81.68
J Noyce	Litter Picking November	281.88
T Irving	Clerk's Salary/Expenses November	968.86
KCC Re Kent Pension Fund	Employer/Employee Pension – November	275.75

Approval of the above payments was **RESOLVED**

Cheques received: None

ii) 2019/20 Budget proposal. The draft budget was discussed and amended in line with comments.

It was proposed, seconded and unanimously agreed that in order to

ACTION

facilitate the improvements as requested by residents, it will be necessary to increase the Precept to £33,000 **RESOLVED.**

Clerk to recirculate a 2nd draft showing the agreed amendments for final approval. **TI**

iii Other matters to report: Members are sorry to hear that the Mr Noyce has been unwell and wish him a speedy recovery.

The CCTV camera has been included on the existing insurance policy FOC. Future premiums will increase by £20.71.

13 PLANNING REVIEW:

i Report re Planning Applications:

18/505564/FULL – 8 The Beams.

Variation of condition 2 of the application MA/84/1090 (Twenty-five semi-detached and link detached houses) to allow the garage space at no. 8 to be used for additional living purposes.

No objections.

The parishes will be invited to attend a meeting in January with Bellway Homes/MBC to discuss the development plans for Church Road.

Flaws in the plans need to be addressed, including the 1 way in, 1 way out. Cllr Cooke to address the lack of access/ingress with Tim Read. **GC**

Construction traffic/HGV's need to be stopped from using Deringwood Drive.

14 MALLARDS WAY: Covered Shelter Proposal. Cllr Weeks to arrange a meeting with Parks and Open Spaces to discuss the matter further. **MW**
Cllr Weeks, Clerk and 1 other councillor to attend the meeting.

15 NEWSLETTER: Cllr Weeks has continued with updates but suggested that it may be wise to delay the publication until more news is available for Speedwatch, the traffic survey and the Church Road development. **MW**

16 REMEMBRANCE DAY: Cllr Weeks was pleased to report that the service was lovely and very well attended.

17 CHRISTMAS CAROLS AND LIGHTS CEREMONY: The Clerk and Aylesford Electrical were thanked for all their efforts with the challenges posed by the street columns/ motifs.

Mr Everett was thanked for the lights at the Community Centre, the DCA for the loan of the snow machine - which was very well received – and Cllr Butler produced some excellent mulled wine.

There was a good turnout for the event and the whole occasion had a very nice atmosphere.

It was agreed that the Clerk will book the entire centre for next year's event on Saturday 7 December between 15.00 hrs and 17.30 hrs.

18 RECEIVE DCA UPDATES: It is understood that planning permission will not be required for the loft project and therefore it can move forward.

Residents are asked to continue placing the Tesco tokens in the instore DCA box.

19 REPORTS FROM MEETINGS/SEMINARS ATTENDED:

- KALC Area Committee Meeting - 28.11.18. Cllr Butler briefed Cllrs regarding the Country Eye App – Anything in the Countryside can be reported i.e. flytipping, lorries that are stuck, etc.
- KALC AGM - 17.11.18. Cllr Cheesman. Various debates took place on 20 mph speed limit and enforcement. Presentations were given by Diabetes and Alzheimer's representatives.

20 COMMITTEE REPORTS: None.

21 CORRESPONDENCE: Various correspondence circulated by email.

Citizens Advice Bureau - Annual Report (passed to Cllr Alden-Morris) and letter received. Request for a donation will be an agenda item at the next DPC meeting.

22 ITEMS FOR FUTURE AGENDA & OTHER BUSINESS:

(Cllrs were reminded that this is for reference only - no decisions can be made.)

- It was proposed that the 2019 Olympic picnic be held on Saturday 20 July.
- It was noted that Elections will take place on Thursday 2 May 2019.

23 DATE OF NEXT MEETING/NECESSITY FOR JANUARY 2019 MEETING

TO BE DISCUSSED: It was **RESOLVED** that the council will not meet in January. If an urgent matter arises, an extraordinary meeting will be called to deal with the issue.

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

ADDITIONAL MATTERS TO BE DISCUSSED AT NEXT MEETING (5 February 2019):
Please contact the Clerk if you have items that you would like to be considered for the agenda.