

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD ON TUESDAY 5 JULY 2016 AT 8.00 PM
IN THE COMMUNITY CENTRE**

Present: Cllrs Cheesman (Chairman); Weeks; Carmichael; Mrs T Irving – Clerk.
Part attended by; Cllr Pearson (from Item 3); Cllr Cooke - KCC (part); Richard Young; John Wardell; Edward Cheesman; Rajen Kantaria.

1 APOLOGIES: Cllrs Butler & Roberts – work commitments; Cllr Greenhead – holiday; Cllr Brooks – conflicting family commitment; Cllr Newton (MBC) – conflicting meeting.

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

3 DECLARATIONS OF INTEREST: No declarations were made.

4 COUNCILLOR VACANCY/CO-OPTION: Theresa Lyons has expressed an interest in the vacancy but was unable to attend today's meeting. A brief CV to be forwarded for consideration.

5 POLICE REPORT: Not available.

6 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:
In response to a query regarding vegetation growing on roads and pavements, the resident was informed that KHS are due to start spraying weed killer.

Request to be put on the website asking drivers of commercial vehicles to park considerately, not on junctions or where the vehicles will cause an obstruction/restrict view.

The meeting was reconvened

7 APPROVE & SIGN MINUTES OF MEETING HELD ON 7 JUNE 2016: The minutes were agreed and signed by the Chairman as a true and accurate record of proceedings.

8 COUNTY COUNCILLOR'S REPORT:

Written Report provided – see Appendix 1.

Cllr Cooke is meeting with Helen Whately MP later this week to discuss the Spires Surgery. Broadband will also be discussed as there may be options available to the houses where high speed broadband is not currently available.

Woodcut Farm planning application has been refused. A traffic report that was jointly commissioned by MBC/KCC stated that no further development should be permitted on the Sutton Road.

Pot hole reporting on line is working well. They are usually inspected, marked out and ready to be repaired in a couple of days.

Repairs to Mallards roundabout and the road surface – which is laminating – are currently being investigated.

A 'You Decide' event will be held on Thursday at Heather House.

14 SPIRES MEDICAL CENTRE (Item brought forward at Cllr Cooke's request):

A meeting is due to be held at 10.30 am on 18 July at the Spires Surgery.

Due to concerns over Dr Singh's impartiality with the CCG, it is felt that he should step back from involvement with this item.

If a GP cannot be retained at the surgery, a halfway step would be to have a nurse available. This would also assist in keeping the pharmacy open.

The results of the surgery's own questionnaire has not been made available, but as wording is incorrect it is felt that the information may be misleading.

9 BOROUGH COUNCILLOR'S REPORT: Not available.

10 URGENT MATTERS:

- A car which is owned by Babos appears to have been abandoned in the car park for the past 3 months. As the car park appears to frequently be used by 'non shoppers', Caxtons to be requested to provide an appropriate sign.

It was noted that the pharmacist's car was badly damaged whilst in the car park.

- The Convenience Store had glass in the door broken last week. A slab had been thrown at the window the previous week. Both incidents have been reported to the police.

- Cllr Cheesman to request access to the website for Cllr Weeks.

11 FINANCE:

i. Items for payment:

Balance of Current Account £24,936.49 credit, after all cheques sent

Balance of Investment Account £10,259.54 credit

The council confirmed approval of the following payments:

To Whom Payable	Details	Amount
Lisa Greenhead	Olympicnic Flyer Delivery	75.00
Maidstone Borough Council	Olympicnic Deposit	100.00
J. Noyce	Litter Picker Wages (June)	265.20
T. Irving	Clerks Salary/Expenses (June)	886.33
KCC re Kent Pension Fund	Pension (Employer & Employee Contributions (June)	217.01
HMRC	PAYE	215.71

Cheques received:

From Whom Rec'd	Details	Amount
MBC	PSS 1 st Instalment	314.50
W. Greenhead	Bat Box Refund	45.00

ii) **Donation request:** The request from Bearsted Parish Council for a contribution towards the costs of running the Summer Play Scheme was favourably considered, with a contribution of £150 agreed.

- iii) **Insurance Policy 2016/17.** It was unanimously agreed to accept the renewal policy from Zurich Insurance at £252.98
- iv) Internal Audit Report 2015/16 (Auditing Solutions). The report has been forwarded with the completed Return to PKF Littlejohn for consideration.
- v) Other matters to report: None.

12 PLANNING:

New Applications

65 Foxden Drive

Erection of an attached, single storey side annexe
No Comments received (required by 11/07/16)

Retrospective Application

6 Reinden Grove

Erection of summer house in rear garden
No Comments received (required by 15/07/16)

On-going Applications

16/503665/FULL - 85 Murrain Drive*

16/503995/FULL - 16 Cotswold Gardens*

*Refusal requested by DPC due to the density of the proposals

Woodcut Farm - Permission refused by MBC Planning Committee.

15/509251/OUT Land North Of Bicknor Wood

To be heard at the planning committee meeting of 7 July.

13 DAVID NUTTALL MEMORIAL UPDATE: Quotation awaited from The Stone Shop.

14 SPIRES MEDICAL CENTRE (See page 2)

15 PLAY AREAS/MALLARDS OPEN SPACE: New equipment is in the process of being installed at Foxden Drive Play Area.

Further to the meeting at Mallards with MBC/MVCP & DPC on 8 June.

An action plan has been drawn up by MVCP (repair existing revetment work where damaged, build/install another duck raft & new revetment work to one of the islands). Following discussion, it was formally agreed for DPC to finance the labour (£450), with MBC paying for the materials (£550).

The Clerk has enquired with Natural England if there is any news regarding the SSSI footpath? No response as yet.

16 OLYMPICNIC: MPE regret they are unable to assist with the BBQ, but John Leaf is willing to mark out the ground.

Cllr Carmichael offered to source a BBQ and provide the gas. It was agreed that DPC will underwrite the loss of any food purchased but not used.

Cllr Weeks offered to organise drinks with the Convenience Store & make a decision regarding the purchase of food.

17 GARDEN COMPETITION: Cllr Carmichael volunteered to shortlist the remaining roads to enable judging to be carried out ASAP.

18 REPORTS FROM MEETINGS/SEMINARS ATTENDED:

Litter Picker. Cllr Weeks and the Clerk completed a risk assessment which highlighted certain areas to be addressed. Cllr Weeks to complete paperwork and arrange for identified equipment to be ordered (high vis jacket with 'DPC' on the back, long handled brush, heavy duty gloves & lighter gloves, spare litter picker stick)

A request to be made to Caxtons for an outdoor cigarette ashtray as there's a high number of cigarette ends in the Spires car park.

19 DCA: SHED FOR DPC EQUIPMENT?/CARBON NEUTRAL PROJECT: The request for a shed to be installed at the Community Centre is currently being considered. No news regarding CN project.

20 EMERGENCY PLAN: It was agreed to set up a separate committee to deal with the plan. Cllr Weeks volunteered to start the ball rolling in September, following his attendance at an Emergency Planning meeting.

21 COMMITTEE REPORTS: Open Spaces report circulated by Cllr Greenhead.

22 CORRESPONDENCE: Various items circulated by email.

There being no further business the meeting closed at 9.32 pm

DATE OF NEXT PARISH COUNCIL MEETING: 6 SEPTEMBER AT 8.00 PM