

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING  
HELD ON TUESDAY 6 SEPTEMBER 2016 AT 8.00 PM  
IN THE COMMUNITY CENTRE**

**Present:** Cllrs Cheesman (Chairman); Greenhead; Weeks; Carmichael; Butler; Brooks; Mrs T Irving – Clerk, Cllr Cooke – KCC; Cllr Newton (MBC); Cllr Pearson (from Item 4); 6 members of the public.

**1 APOLOGIES:** Cllr Newton for lateness – attending conflicting meeting; Rajen Kantaria.

**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:** Interest was expressed by 3 candidates. Following due consideration, 2 candidates were requested to attend October's meeting when the official process is completed and it will be possible to co-opt them both.

**5 POLICE REPORT:** Not available.

**6 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:** No questions.

The meeting was reconvened

**7 APPROVE & SIGN MINUTES OF MEETING HELD ON 5 JULY 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.

- **Verge Cutting** (Foxden Drive). Three residents from Foxden Drive were in attendance to ask why KCC has not fulfilled promises to cut the verge. Cllr Cooke has already raised the query with the District Manager and investigation is underway to ensure the problem is resolved. Cllr Cooke to update the PC/residents accordingly.
- 'You Decide' event to be held on Sat 10 Dec 9.15-12.45 in Downswood Community Centre (closing date for applications is Fri 25 Nov).
- Helen Whatley MP has requested that all 3 planning applications for the locality are called in by the Secretary of State (the same grounds are applicable for all; traffic). The timeframe for applications has not yet started, as S106 are not yet agreed.
- Area around Mallards roundabout to be resurfaced – Cllr Cooke checking dates with District Manager.
- The offer of grit was declined by cllrs as stocks have been carried over from last year.

**14 SPIRES MEDICAL CENTRE** (Item brought forward at Cllr Cooke’s request):  
 Provision of a mini bus by KCC is not likely to be viable due to the high running costs, which would have to be funded by the parish. Tesco has confirmed they may be interested in running a bus – response awaited.

Dr Singh seems receptive to the proposal of having a nurse only at the surgery.

**9 BOROUGH COUNCILLOR’S REPORT:**

Cllr Newton was gravely disappointed that permission was granted for North of Bicknor Wood. Information was not accurately reported to committee members and figures contained within the KCC/Amey traffic survey report were halved. A request to have sight of the yellow pages as given to members was declined.

**10 URGENT MATTERS:**

- Mallards roundabout needs weeding ASAP.
- Rubbish bins that serve 2 blocks of flats in Willow Rise are left in the road, not returned to their correct location. (*Rpt ref: 1505564*)
- Concerns with parking and rubbish disposal have been addressed with Caxtons. This has resulted in notices being displayed in the car park and the concerns relayed to the shops. Contractors are addressing overhanging bushes/branches.
- Buddleia at SSSI needs attention as regrowth is evident.

**11 FINANCE:**

**i. Items for payment:**

**Balance of Current Account        £19,903.41 credit, after all cheques sent**  
**Balance of Investment Account    £10,259.54 credit**

The council confirmed approval of the following payments:

<b>To Whom Payable</b>	<b>Details</b>	<b>Amount</b>
Zurich Municipal	Annual Insurance Premium	252.98
British Red Cross	Olympicnic First Aiders	114.84
Paul Waring	Roundabout Maintenance	132.48
T. Irving	Clerk’s Salary/Expenses (July)	909.10
J. Noyce	Litter Picker Wages (July)	265.20
KCC re Kent Pension Fund	Pension (Employer & Employee Contributions (July)	217.01
Bearsted PC	Donation – Summer Playscheme	150.00
Oakleaf Electrical Contractors	DCA (LED Lighting)	3408.00
S. Roberts	Expenses (Olympicnic)	19.96
DCA	Christmas Ceremony Booking	63.00
R. Cheesman	Expenses (Garden Comp)	10.00
T. Irving	Clerk’s Salary & Expenses (Aug)	895.28
J. Noyce	Litter Picker Wages (Aug)	324.00
KCC re Kent Pension Fund	Pension (Employer & Employee Contributions (Aug)	216.52

**Cheques received:**

<b>From Whom Rec'd</b>	<b>Details</b>	<b>Amount</b>
HMRC	VAT Refund	1845.29
MBC	Refund (Olympic Deposit)	100.00

ii) Other matters to report: The External Auditor raised queries with this year's Annual Return. These were answered by the Clerk and agreed by the auditor.

**12 PLANNING:**

**Applications Granted**

**65 Foxden Drive** - Erection of an attached, single storey side annexe

**6 Reinden Grove** - Erection of summer house in rear garden

**16/503995/FULL - 16 Cotswold Gardens**

**15/509251/OUT Land North Of Bicknor Wood**

**Decision Awaited**

**16/503665/FULL - 85 Murrain Drive**

OPC has sent a letter to MBC's Monitoring Officer to express concern regarding determination of Land North of Bicknor Wood application & possible failure by a member to declare a pecuniary interest.

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

**14 SPIRES MEDICAL CENTRE (See page 2)**

**15 PLAY AREAS/MALLARDS OPEN SPACE:**

Foxden Drive. Cllr Weeks suggested that DPC hold an official opening of the play area. It was agreed to deliver flyers advertising the opening on 24/09/16 and invite residents to bring a picnic between 12 & 2 pm.

The suggestion by MVCP to organise another TAG day on 24 November was discussed, with DPC agreeing to finance the cost of £225.

**16 OLYMPICNIC:** Simon Roberts is to be congratulated for such a successful event. Very positive responses were received this year. Date for 2017 TBA.

**17 CHRISTMAS CAROLS AND LIGHTS:** It was agreed to continue replacing filament bulbs with LED's. 200 new bulbs to be purchased at a cost of £520. Cllr Greenhead to reappear as Santa, with Cllr Weeks as an elf.

**18 GARDEN COMPETITION RESULTS:**

1<sup>st</sup> - 11 Grampian Way, 2<sup>nd</sup> - 14 Mallards Way, 3<sup>rd</sup> - 48 Reinden Grove. It was agreed to offer 2 additional prizes of £10 Rumwood gift vouchers to 'highly commended' gardens; 19 Reinden Grove and 66 Longham Copse. Grateful thanks to Alex Rennie for agreeing to judge the competition.

**19 REPORTS FROM MEETINGS/SEMINARS ATTENDED:**

The Clerk attended meetings on 25 & 29 July at County Hall – latter session also attended by Cllr Cheesman - where Local Plan developments were discussed.

**20 DCA: SHED FOR DPC EQUIPMENT** - Cllr Weeks to progress the request.  
**CARBON NEUTRAL PROJECT** - It is understood that LED lighting was installed during the school holiday  
**AGM 13/09/16** - Cllrs Cheesman and Greenhead hope to attend.

**21 EMERGENCY PLAN:** Cllr Weeks has templates provided to produce a plan. Following discussion, it was agreed that Open Spaces Committee will work on the plan during the winter months. The results will be presented to the full council in due course.

**22 COMMITTEE REPORTS:** Not available.

**23 CORRESPONDENCE:** Various items circulated by email.

There being no further business the meeting closed at 10.20 pm

**DATE OF NEXT PARISH COUNCIL MEETING: 4 OCTOBER AT 8.00 PM**