

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD ON TUESDAY 3 JULY 2018 AT 8.00 PM
IN THE COMMUNITY CENTRE**

Cllrs Weeks (Chairman); Greenhead; Cheesman; Alden-Morris; Rajaratnam; PCSO Zoe Turner (part); 1 member of the public.

1 APOLOGIES: Cllr Butler – Family commitment; Cllr Newton – attending conflicting MBC meeting; Cllr Fairhurst (received via the Chair) conflicting appointment; Cllr Fincham (received retrospectively) work commitment.

The apologies and 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: Cllr Weeks re Item 13 ii. Lauren Eady is a family friend.

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

5 APPROVE & SIGN MINUTES OF MEETING 5 JUNE 2018:
The minutes were signed by Cllr Weeks – in agreement with members that were present at the meeting – as a true and accurate record of proceedings.

6 PCSO Turner was welcomed to the meeting.

It was confirmed that a Police Surgery will be held in the Community Centre on Saturday 7 July between 10.30 am to 11.30 am.

PCSO Turner stated that no crimes have taken place in the parish during the last month (the report of branches being cut in a residential area has not been logged as a crime).

It was agreed to move the following item forward in the agenda

13 ii) Donation Request: Lauren Eady (Declaration of Interest – see Item 3)
Further to the written request provided by Lauren Eady, Mrs Eady was present at the meeting to explain Lauren's fund raising appeal.

Following due consideration, it was unanimously agreed to donate a sum of £250.

7 COUNTY COUNCILLOR'S REPORT: Not available.

8 BOROUGH COUNCILLOR'S REPORT: Not available.

9 URGENT MATTERS:
Festive Lighting/3 Yr Load Testing of Street Columns. Two of the three companies contacted declined to quote. Due to the specialised nature of the work, it

was unanimously agreed to accept the quotation from the KCC Highways contractor in the sum of £1,540.

BUS TIMETABLE. The Arriva No 4 service has been revised. As from 8 July, it will run every 30 minutes Monday to Saturday from Maidstone to Downswood via Ashford Road and Madginford, instead of via Armstrong Road and Shepway.

In Maidstone Bus Station, Service 4 buses will depart from Stop J3 instead of J5.

SHED INVENTORY to be prepared by Cllrs Alden-Morris & Weeks prior to the Olympicpicnic (21 July).

Old Spot Lane. It was noted that the part of the lane was closed recently due to a ruptured water main.

Social Media Policy: All to sign as confirmation of agreement that they will abide by the terms and conditions laid out in the policy.

10 NOTICE BOARD(S) /DISPLAY BOARD: Cllr Weeks explained that the purchase of a notice board for Foxden Drive has been delayed as he would like to propose the purchase of another board for Mallards Way. The proposal is for this to replace the LVPAS notice board, at the bottom of the zig zag path. This will enable the board to be mounted on the posts already in situ.

The Clerk expressed concerns relating to possible vandalism/ease of access during bad weather.

It was **RESOLVED** to increase the order to 2 boards, with Cllrs also sharing the posting of notices on the Mallards board.

Cllr Greenhead confirmed that the posts at Foxden Drive will be suitable for a new board.

Cllr Rajaratnam thanked Cllr Cheesman and the Clerk for the information they provided for the display board & confirmed that he will be drafting a notice in due course.

Cllr Weeks has requested a map from one of his contacts.

ACTION: Cllrs Rajaratnam/Weeks

11 MATTERS ARISING FROM PREVIOUS MINUTES:

- **Environment Agency Meeting.** As no response was received to the request for the 2 July meeting, it is hoped that a meeting will go ahead on 30 July.

12 CCTV: With no comparable quotations available, the quotation from NT Security was reviewed. Following due consideration it was **RESOLVED** to proceed with the proposal in the sum of £2,436.

13 FINANCE:

i. Items for Payment.

Balance of Current Account £27,754.98 credit, after all cheques sent
Balance of Investment Account £10,369.82 credit

Cheques sent:

To Whom Payable	Details	Amount
Zurich Municipal	Annual Insurance Premium	261.71
HMRC	PAYE	187.70
J. Noyce	Litter Picking (June)	281.88
KCC Re. Kent Pension Fund	Clerk's Pension (Employer/Employee Contributions June)	275.75
T. Irving	Clerk's Salary/Exp (June)	951.23
M. Weeks	Expenses	124.95

Cheques received:

None received

The above items were **RESOLVED**

ii. Donation Request - See Page 1

iii Review of Litter Picking Contributions: In view of the statutory wage increase again this year and due to the greater proportion of time spent at the rear of The Spires Shops, it was agreed to increase the Caxton 6 monthly contribution to £500. DCA and Spires Medical Centre to remain at the existing level.

It was agreed for a volunteer to be sought on Facebook – possibly as part of a Duke of Edinburgh Award – to cover the litter picker's holiday period.

iv Other matters to report: None.

14 PLANNING:

New Applications.

18/502748/FULL 15 Monkdown

Demolition of existing outbuilding and construction of a two bedroom attached house.

A site meeting was attended with an MBC Planning Officer present.

DPC's objections to be formally submitted stating that the density of the application is inappropriate for a separate dwelling (i.e. 1 dwelling becoming 2).

The proposal is without a border and is in close proximity to the adjacent building.

Additionally, it does not meet the required parking standards.

Object

503244/FULL – 13 Cheviot Gardens

Erection of a part two storey, part first floor side extension and a single storey side and rear extension. Revision to app 18/501621/FULL

No objections

Pending:

18/502378/FULL - 63 Murrain Drive

18/502521 – 28 Bournemouth Close

15 GARDEN COMPETITION: All shortlists to be forwarded to Cllr Weeks by 20 July in readiness for judging w/c 23 July.

16 ADVERTISING/SPONSORSHIP POLICY: It was agreed that by way of acknowledging help given to DPC by an outside company, it may be appropriate to recognise the assistance by advertising the services of the company.

17 OLYMPICNIC: The donut vendor regrets that she will be unable to attend the event.

Plenty of help has been arranged for the day, with everyone requested to meet at 9.00 am on the field.

18 NEWSLETTER: The newsletter has been passed to Cllr Weeks for editing & this is expected to be complete by 4 July.

Clerk to obtain a price from KCS for printing. If the price is acceptable, Cllr Weeks to collect when printed to allow delivery to take place at the same time as the Olympicnic flyer. **ACTION: Cllr Weeks**

19 DOWNSWOOD SPEED LIMIT: Whilst 2 emails have been received about speeding, this is not believed to be a serious problem in Downswood.

Councillors discussed the perceived speeding in the parish and agreed there has been no significant change since the traffic survey was commissioned in 2015.

The suggestion for a 20 mph speed limit will not be pursued.

This situation will continue to be monitored on an ongoing basis.

20 RECEIVE DCA UPDATES: None received.

21 REPORTS FROM MEETINGS/SEMINARS ATTENDED: The Flood Warden training attended by Cllr Weeks on 23 June was very informative and could result in him being called to assist in other areas of Maidstone.

22 COMMITTEE REPORTS: None received.

23 CORRESPONDENCE: Various correspondence circulated by email.

Email regarding speeding in the parish – see Item 19.

Email from resident regarding a 'stone plaque' in Kings Acre. Resident advised that KCC are investigating the matter.

Email regarding overgrown vegetation on Deringwood Drive. Resident informed that this has already been reported to KCC

The Clerk wishes to thank Simon Corrigan for his help when email problems were experienced.

There being no further business, the meeting closed at 10.15 pm.

DATE OF NEXT MEETING: 4 September 2018