

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD ON TUESDAY 6 MARCH 2018 AT 8.00 PM
IN THE COMMUNITY CENTRE**

Cllrs Cheesman (Chairman); Greenhead; Weeks; Butler; Fincham; Alden-Morris; Fairhurst; Cllr Newton (MBC); Cllr Cooke (KCC); PSCO's John Boyd & Zoe Turner; 18 members of the public (inc Rajaratnam Rajalingam & DCA representatives J. Everett & D. Thompson).

1 APOLOGIES: Mr Young (resident).

The apology was noted.

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

3 COUNCILLOR VACANCY/CO-OPTION: Mr Newton and Mr Rajalingam have both expressed an interest in the vacancies.

Mr Newton's application was considered and duly agreed.

Mr Rajalingham requested time to see how the council operates and said he would like to make his decision at the end of the meeting. This resulted in a positive decision.

Following due consideration by councillors, Mr Newton and Mr Rajalingham* were co-opted. (*At the end of the meeting).

The Declaration of Acceptance of Office was signed by both applicants. DPI and Co-option forms to be completed & returned to the Clerk within 28 days.

ACTION: Cllrs Newton & Rajalingham

4 DECLARATIONS OF INTEREST: No declarations

5 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC: Concerns were addressed regarding the recent burglaries that have taken place in the parish.

6 APPROVE & SIGN MINUTES OF MEETING 6 FEBRUARY 2018: The minutes were agreed and signed by the Chairman as a true and accurate record of proceedings.

7 CRIME REPORT: The following report was obtained from e-watch.co

Frithwood Close. Criminal Damage. Between 12.00am on Thursday 1 February and 7.32pm on Thursday 8 February a fence in a residential garden was damaged and a light was broken in a garden outbuilding.
Crime Rpt YY004657/18

Willow Rise. Burglary of Dwelling. Between 11.00pm on Saturday 3 February and 8.45am on Sunday 4 February a garden shed was broken into. Various hand held garden tools and a padlock and chain were stolen.
Crime Rpt YY003812/18

Frithwood Close. Burglary of Dwelling. Between 7.30pm on Thursday 8 February and 8.00am on Saturday 17 February persons have attempted to gain access into a property, no access was gained but damage was caused in the process.
Crime Rpt YY/005188/18

Foxden Drive. Burglary of Dwelling. On Friday 9 February around 10.05pm a residential property was broken into.
Crime Rpt YY/004536/18

Foxden Drive. Burglary of Dwelling. Between 4.30pm on Friday 9 February and 11.30am on Saturday 10 February a residential property was broken into.
Crime Rpt YY/004542/18

Horton Downs. Burglary of Dwelling. Between 7.15am and 4.30pm a residential property was broken into. A Sony Playstation, money and a gold ring with Tanzanite and diamonds were stolen.
Crime Rpt YY005298/18

Pennine Way. Burglary of Dwelling. On Friday 23 February between 1.45pm and 6.45pm a residential property was broken into through the rear door. Property, including loft, had been searched and Asian gold stolen.
Crime Rpt YY/006118/18

All incidents should be reported to the Police; this can be done online or by phone.

PCSO Boyd agreed to see if leaflets are available that could assist with crime prevention. Residents were invited to leave their contact details if they are willing to help with the delivery of leaflets. **ACTION: PCSO BOYD**

The meeting was advised that the Police are not inactive and detectives are currently working on incidents but they are unable to discuss individual cases.

If residents wish to purchase CCTV for their homes, Guardcam is recommended by Neighbourhood Watch. Any footage that's obtained and shows criminal activity should be sent straight to the Police (further enquiries can be made by calling 101).

Cllr Newton offered to speak to MBC to see if they are able to help with 2 cameras on loan. **Cllr Newton**

After being thanked for their participation, PCSO's Boyd and Turner left the meeting.

8 COUNTY COUNCILLOR'S REPORT: Cllr Cooke apologised that Highways had been unable to fill the grit bins but they had experienced major situations with the weather and staff were working day and night gritting the roads to keep them open.

Councillors confirmed that they used the salt spreaders on roads and footpaths but the salt had been used up very quickly.

The weather has caused further damage to the roads. Severe potholes are being dealt with immediately, whilst less urgent ones will be dealt with by find and fix. Residents are invited to report potholes, etc on KCC's website to help speed things up.

9 BOROUGH COUNCILLOR'S REPORT: MBC currently has £680,000 available for useful projects. Cllr Newton requested that he is approached with funding ideas.

10 URGENT MATTERS:

- Cllr Cheesman wishes it to be noted that Highways are currently erecting new streetlights on Deringwood Drive.

- It was noted that Assif, the Pharmacist, spent one night at a house in Downswood and one at the pharmacy during the recent inclement weather. Having driven his car to Grove Green he walked to Downswood in order to maintain his excellent service to Downswood residents.

- Parish councillors were thanked for their efforts in clearing roads – they did extremely well. Disappointment was expressed that KCC had not topped up the salt bins.

- Issues raised by Mr Everett relating to Foxden Drive Play area have been passed to MBC for action. (It was reported that the broken fencing has subsequently been removed.) DPC's responsibility of clearing the graffiti from the notice board has been actioned.

Mr Everett was thanked for drawing attention to these matters.

11 NOTICE BOARD(S) /DISPLAY BOARD: Cllr Greenhead to advise ASAP.

ACTION: Cllr Greenhead

12 MATTERS ARISING FROM PREVIOUS MINUTES:

- **Speed Indicating Devices:** Update to be provided by Cllr Cooke ASAP.

ACTION: Cllr Cooke

- **CCTV:** Cllrs Fincham, Greenhead and Weeks to arrange meetings with security companies to obtain quotes. The use of dummy cameras was discussed and discounted.

ACTION: Cllrs Fincham, Greenhead & Weeks

- **PROW KM80/86:** The steps are complete. It was noted that whilst the handrail is sturdy and functional, it's not in an ideal position and will be monitored.

Cllr Greenhead stated that he would like a sleeper down the side to 'tidy it up' and for the area to be grassed.

13 GENERAL DATA PROTECTION REGULATION (GDPR): An order has been placed with Satswana. Instruction awaited.

14 FINANCE:

i. Items for Payment.

Balance of Current Account £6,445.89 credit, after all cheques sent
Balance of Investment Account £10,369.82 credit

Cheques sent:

To Whom Payable	Details	Amount
KALC	GDPR Training (R. Cheesman/T. Irving)	54.00
T. Irving	Clerk's Salary/Exp (Feb)	904.19
KCC Re. Kent Pension Fund	Clerk's Pension (Employer/Employee Contributions Feb)	270.35
J. Noyce	Litter Picking (Feb)	270.00

Cheques received: None

The accounts were formally agreed (proposed by Cllr Butler, seconded by Cllr Fincham).

ii. Review of Accounts Presentation: A first draft of proposals has been prepared by Cllr Fairhurst. He will be arranging a meeting with the Clerk to go over the draft, prior to circulation to all. **ACTION: Cllr Fairhurst**

iii Other matters to report: Consideration to be given for the need of a laptop for the Clerk.

15 CHRISTMAS CEREMONY: Festive Lighting Quotations. Following consideration of the quotations from Aylesford Electrical and Gala Lighting, it was unanimously agreed to accept the 4 year option from AE at a cost of £10,693.88. **RESOLVED**

The council will endeavour to have the hall cleared away by 6pm to allow it to be used by another hirer.

16 PLANNING:

New Applications

18/500753/FULL 15 Monkdown

PROPOSAL: Demolition of outbuilding. Erection of a two storey side extension and extended vehicular cross over.

Comments required prior to 19 March.

ACTION: Planning Committee

17 KCC WINTER SERVICE: SALT BINS/DELIVERY OF SALT: See Items 8 & 10.

18 OLYMPICNIC: The inevitability that the event will clash with others in July was accepted, with a date of Saturday 21 July between 11 am and 2 pm being agreed.

19 WW1 CENTENARY EVENT?: It was agreed to book the entire Community Centre for the event on Sunday 11 November between 6pm and 8pm.

Cllr Fincham to head up the event and start by obtaining quotations for a permanent beacon to stand in the top section of the Community Centre grounds.

Official agreement to be sought from the DCA prior to commencement of work. (A lighting time of 7.30pm was proposed).

ACTION: Cllr Fincham

A budget of £1,000 was agreed for a beacon and £200 for refreshments etc.

Suggestions for the evening include; personal stories/poems/photos, an Army bugler, the rector asked to be involved with a prayer(s)* and refreshments offered.

***Action: Cllr Cheesman**

The Clerk enquired about the possibility of the hall hire being waived by the DCA for this special community event? Mr Everett's response was positive and he agreed to discuss the matter with the DCA Committee.

20 SOCIAL MEDIA POLICY: Draft policy has yet to be circulated for discussion.

ACTION: Cllr Weeks

21 DCA UPDATE: Applications to fund the additional storage area have been made to 5 groups. No news as yet for a group to fill the slot that's available for hire.

22 REPORTS FROM MEETINGS/SEMINARS ATTENDED:

- Cllrs Cheesman, Newton, Gray (OPC) and the Clerk attended a site meeting with Bellway/DHA on 7 February. Lack of access to the proposed development in Church Road was one of the major points discussed.
- PAYE Webinar, End of Year – Clerk.

21 COMMITTEE REPORTS: None received.

22 CORRESPONDENCE: Various correspondence circulated by email.

- Ramblers Association. Request for a Footpath Warden or a Ramblers Parish Footpath Observer (PFO). The footpath volunteering leaflets were distributed to councillors for consideration.

DATE OF NEXT MEETING: 3 April 2018 - Apologies received from Cllrs Butler and Fairhurst.

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