

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD ON TUESDAY 1 OCTOBER 2019 AT 8.00 PM
IN THE COMMUNITY CENTRE**

Cllrs Weeks (Chairman); Greenhead; Cheesman; Butler; Alden-Morris;
Rajaratnam; Mrs Irving – Clerk; Cllr Cooke (KCC); Mr Everett &
Ms Thompson (DCA); 5 members of the public.

Councillor Weeks welcomed everyone to the meeting and stated that the Garden Competition Presentation would take place during Item 4**

- 1 APOLOGIES:** Cllrs Newton (DPC & Borough Cllr); Fairhurst*;
Fincham (work related); PCSO Turner.

The apologies and reasons for absence were noted and accepted.

* Cllr Weeks advised that the Parish Council are unable to confirm any councillor leave of absence, however it is noted that a Cllr Fairhurst will not be regularly attending meetings over the next few months and will advise in January if he is able to continue as a member of DPC. However, he has confirmed that where possible he will still attend Planning and Open spaces sub-committee meetings and activities.

- 2 NOTIFICATION OF WHETHER ANYONE WISHES TO
FILM, PHOTOGRAPH OR RECORD ANY ITEMS.** Cllr Week stated that he will be recording the meeting.
- 3 DECLARATIONS OF INTEREST/REQUEST FOR DISPENSATIONS:** None received.
- 4 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE
PUBLIC.** (** Garden Competition prizes awarded)

The meeting reconvened.

- 5 APPROVE & SIGN MINUTES OF MEETING 3 SEPTEMBER 2019:**
Following the resubmission of accounts for the period, the minutes were agreed as a true and accurate record of proceedings and subsequently signed by Cllr Weeks.
- 6 CRIME REPORT:**
Report obtained from e-watch.
Between 11:00pm on Wednesday 11th of September and 5:30am on Thursday 12th of September in Ravens Dane Close. Somebody stole the number plate from a Yamaha GPD motorbike parked in the road.

A member of the public reported to the Clerk that a car had been abandoned overnight in Pennine Way on 16.09.19. The door of the vehicle had been left open, with saddlery equipment on display inside.

On investigation, it was found that the Police were already aware of the vehicle.

- 7 COUNTY COUNCILLOR'S REPORT:** £8.500 funding will be available for the next 'You Decide' event. This will be held at Tree Tops Primary Academy on 9 November. Bids can be submitted for between £300-£1,500.

The new Leader of KCC will be decided at the Conservative Group meeting of 17 October. 4 Candidates are looking to replace Paul Carter: Mike Whiting, Roger Gough, Nick Chard and the Deputy Leader, Peter Oakford.

Parishes are being offered the option of a one tonne salt/sand mix bag. This will be for the parish use and will cover those roads which are not covered by KCC's gritting lorries and where there is no salt bin.

Clerk to request that when councillors check street lighting they also look at the salt bins on their roads and let her know if they need filling.

TI/ALL

- 8 BOROUGH COUNCILLOR'S REPORT:** Not available.

9 MATTERS ARISING FROM PREVIOUS MINUTES:

- **CCTV.** It was agreed not to pursue an extension to the CCTV for the rear of the Spires.

Training for the existing unit has not yet been arranged.

MW

- **Spires Shops.** The Clerk confirmed that 4 letters have been sent. All to monitor for signs of improvement. If none is seen, contact to be made again.

ALL/TI

- **Christmas motifs** will be erected on 14 November. Application for Highways permit and UMISO Cert has been submitted.

10 FINANCE

i Items for Payment

Balance of Current Account: £24,265.61 credit, after all cheques sent/rec'd

Balance of Investment Account: £10,445.02 credit

Cheques sent:

M. Weeks	Expenses	117.45
Mrs A-M Butler	Delivery of Olympic Flyer	50.00
PKF Littlejohn	Annual External Audit	240.00
Folly Wildlife Rescue	Donation	50.00
The Swan Sanctuary	Donation	50.00
Aylesford Bulls Rugby FC Ltd	White Lining at Mallards (Olympic)	42.00

KCC	Employer/Employee Pension Contributions –Sept	282.08
HMRC	PAYE	200.64
T. Irving	Clerk’s Salary/Expenses - Sept	955.11
J. Noyce	Litter Picker’s Salary – Sept	295.56

Cheques received:

HMRC	VAT Refund	2,221.32
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Approval of the above was **RESOLVED**

ii Other matters to report.

Completion of 2018/19 Audit. PKF Littlejohn closure letter and the completed AGAR circulated to all by email advising that no issues were raised.

- 11 GARDEN COMPETITION 2020 (Spring Competition):** It was agreed to hold next year’s competition in early April.
Prizes agreed as: 1st x £40, 2nd and 3rd x £15. Certificates to be provided for Highly Commended.

Posters to be displayed advertising the changes and information to be included on social media and in the newsletter.

**WG/
MW**

Judge: If required, Cllr Butler offered to contact Madginford School gardener/maintenance person.

12 PLANNING (New Applications and updates on existing applications)

- Update re Church Road Outline Planning Application.

Clerk to establish how many residents have been contacted by MBC regarding the revised details for the application. The letter states the application will be considered by MBC’s Planning Committee on 24 October.

TI

Cllr Weeks advised that he will be heading up the planning committee during Cllr Fairhurst’s absence.

Date of next Planning Committee meeting TBA by Cllr Weeks. This purpose of the next meeting will be to discuss the Church Rd amendments and plan how to offer advice to residents. It was agreed that as there is no time for a flyer to be delivered, information will be posted on social media/website/notice boards/shop windows.

MW

It was noted that the Secretary of State did not uphold DPC’s request for an Environmental Impact Assessment for the site.

- 13 SPEEDWATCH:** Update not available as no progress has been made due to other commitments.

MW

- 14 OLYMPICNIC 2020:** A date of 18 July was agreed. This will be held at the same time of 11 am to 2 pm, although the times will be changed if the event is postponed.
Checks to be made with outside providers to ensure the date is workable. **TI**
Following the success of the bouncy castle this year, it was suggested that one is booked for next year. **MW**
- Cllr Weeks to provide a running order in advance of the event. **MW**
- 15 HIGHWAY IMPROVEMENT PLAN/GATEWAYS/FOOTPATH EXTENSION:**
Following the meeting attended by Cllr Weeks, the Clerk and Highways representatives, a Highway Improvement Plan was produced and circulated to all councillors.
- Clerk to check why the 'corner protection' will need to wait until items 1 to 2 are complete? **TI**
- Speed Survey has been forwarded to KHS for analysis. Copy to be provided to the Clerk, with the invoice (MW to check the latter has been received). **MW**
- It was agreed that Gateways will be considered for the 2020/21 budget.
- Cllr Cooke confirmed that he has proposed Downswood for the 20 mph pilot scheme. He was not aware there is a cost involved but he will check this. **GC**
- An extension to the footpath in Church Road to meet the PROW was suggested by Cllr Newton at a separate meeting. Whilst the land in question is KCC land, it was noted that depending on the cost KCC '....could look at possibly funding or assisting with funding'.
- 16 OUTDOOR TABLE TENNIS EQUIPMENT:** It was agreed that Open Spaces will consider the equipment for the 2020/21 budget. **OS**
- 17 MPE FOOTBALL CLUB: Storage Request.** Cllr Weeks attended a meeting with John Leaf (MPE) and MBC when various options were considered to allow storage of football equipment close to pitches.
- A half-length shipping container was suggested for the bottom corner at Mallards. This would be painted green and planted to hide from view.
The Council agreed that in principal it would not object to this proposal
DPC will have an opportunity to comment if the idea is submitted formally.
If agreed, it is likely to be on a 12 month trial basis.
- 18 REPORT RE MACMILLAN COFFEE AFTERNOON:** This was agreed at short notice as a joint event with the DCA and with no cost involved to DPC.
The event was very successful with an anonymous £200 donation made and £288 raised through sales

19 REPORTS FROM MEETINGS/SEMINARS ATTENDED:

See Items 15 and 17 above.

A very informative Police Information Day was attended by Cllr Alden-Morris on 14 September.

KALC Area Committee meeting attended by Cllr Cheesman when discussions included the traffic problems that will be exacerbated by the Church Road proposal and the traffic lights for Deringwood Drive/Willington Street that are likely to be a 'no go'.

20 COMMITTEE REPORTS: None available**21 RECEIVE DCA UPDATES:**

A successful Quiz evening was held with £327 being raised.

The annual Halloween Party for children will take place on 26 October.

DCA Committee meeting will be held on 8 October. Cllr Greenhead confirmed his attendance.

WG

22 CORRESPONDENCE:

Chairman of KALC Area Committee: A STRICTLY PRIVATE AND CONFIDENTIAL review of the sites that have come forward will be disseminated to Parish Councils on 4 October. These are for the eyes of Parish Councillors ONLY and must not be shared with family, friends or other members of Neighbourhood Planning Groups etc. Details will be made public on 4 November 2019.

KCC Parish Seminar to be held on 28 November at Ditton Community Centre. Clerk to attend.

TI

A Foxden Drive resident was advised to seek planning advice from MBC in respect of the picket fence that is planned for installation.

Merger of Grove Park Surgery with The Medical Centre Group (Shepway & Grove Green) will take place on 14 October 2019 (Grove Park will close its premises permanently on 11 Oct).

Drones: A report was received of a drone flying at low level in Downswood. The Borough Councillor was unable to provide the Chairman with details of from whom the report was received.

23 ITEMS FOR FUTURE AGENDA AND ANY OTHER BUSINESS:

Cllr Weeks advised that MBC are considering a new, second handrail for Mallards

There being no further business the meeting closed at 9.59 pm

Please contact the Clerk if you have items that you wish to be considered for future agendas.

The next meeting of the parish council will be held on 5 November 2019.