

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING  
HELD BY ZOOM ON TUESDAY 3 MARCH 2021 AT 8.00 PM**

Present: Cllrs Weeks (Chairman); Butler; Cheesman; Alden-Morris; Rajalingam; Brooks; Fincham; Cllr Cooke (KCC); Duncan Edwards (MCCF); Mrs Irving – Clerk;

- 1 APOLOGIES:** Cllrs Newton (health related); Fairhurst (work commitment).
- 2 NOTIFICATION OF WHETHER ANYONE WISHES TO RECORD ANY ITEMS.** The Clerk
- 3 DECLARATIONS OF INTEREST/REQUEST FOR DISPENSATIONS:** Cllr Butler re. Item 7 – Traffic Lights on Willington Street.
- 4 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:**
  - Duncan Edwards, MCCF, PROW Agreements – Church Road Development. Mr. Edwards gave an interesting presentation at this point, with an update on cycling and the planning conditions- for the above site. No other members of the public were present. Clerk to request a copy of the slides.
- 5 APPROVE & SIGN MINUTES OF MEETINGS 2 FEBRUARY 2021:**  
The minutes were agreed as a true and accurate record of proceedings and will be signed by Councillor Weeks at his earliest opportunity.
- 6 CRIME REPORT:** The following crimes are reported on e-watch.co
  - Between 12:01am on Thursday 25th of February and 11:59pm on Friday 26th of February in Frithwood Close. Somebody stole a bicycle from the drive.
  - On Monday 15th of February around 4:42pm in Mallard Way. Somebody was seen trying to damage passing vehicles by throwing rocks at them.
  - On Monday 8th of February between 4:20pm and 4:35pm in Spot Lane. Somebody smashed a window of a residential property.
  - Between 3:30pm on Saturday 6th of February and 9:30am on Sunday 7<sup>th</sup> of February in Grampian Way. Somebody stole both number plates from a Volkswagen Golf parked in the road.

TI

MW

PCSO Greaves provided an update stating that the youths who had been causing problems in the area *'...have been dealt with by police. That being said if anymore issues arise we encourage people to continue calling in so that we are able to look at different angles in which to deal with them, I am hoping what we have done is enough but you just never know.'*

It was noted that a number of Facebook incidents – allegedly reported to the Police – and an incident that took place outside The Spires Shops do not appear

on the report. Also of concern are the number of dog napping incidents that are occurring in surrounding areas.

It was noted that a new Neighbourhood Watch group is being organised in the parish. Whilst the PC will be pleased to see a group formed, it was agreed not to participate in setting it up. It was commented that additional funding will be very difficult for the PC to find.

## 7 COUNTY COUNCILLOR'S REPORT:

- KCC has come up with a crowd funding initiative to support local projects. This will launch on 17 March. Cllr Cooke to contact the Clerk with further details for circulation. It was stated by Cllr Cooke that his funding to support projects for the next financial year will be significantly reduced.
- Following the recent incident when an unlicensed vehicle caused damage to the grass verge at Deringwood Drive/Church Rd, talks will take place between Bellway Homes, KCC and MBC to agree a Construction Management Plan for the Church Road site. Times for construction traffic will need to be set outside rush hour. Cllr Cooke will be looking to exclude all site traffic from Downswood completely and will advise that it should be directed via Buffkin Way. A weight/width restriction is also being sought for Deringwood Drive which would replace the current advisory sign, with a compulsory sign.
- Elections for the Police and Crime Commissioner and County Councillor will take place on 6 May.

## 8 BOROUGH COUNCILLOR'S REPORT: (Verbal report given to the Clerk).

- The Mall Bus station will close and relocate to King Street on 22 March for 12 weeks for modernisation works
- MBC is looking into funding for the Hazlitt Theatre.

## 9 REPORT FROM DCA REPRESENTATIVE: Not available.

Cllr Weeks has spoken to Mr. Everett to confirm that funding is not available for the kitchen.

## 10 FINANCE:

### i. Items for Payment:

#### Cheques sent:

H.O.K.H	Donation - in accordance with LGA S137	300.00
Mrs T Irving	Clerk's Salary/Expenses - Feb	970.98
J. Noyce	Litter Picker's Salary - Feb	318.12
KCC Re. Kent Pension	Employer/Employee Pension Contribution - Jan	349.25
KALC	Zoom Training (R. Cheesman)	30.00

**Cheques Rec'd – Nil.****Balance of Current Account: £19,571.95 credit, after all cheques sent****Balance of Investment Account: £10,604.38 credit**

Approval of the financial report was proposed by Cllr Alden-Morris, seconded by Cllr Brooks **RESOLVED**.

**ii Litter Picker: Consider Payment due to Inclement Weather.** Following discussion, it was **RESOLVED** that the week that Mr Noyce was unable to work can be taken as paid annual leave.

**Contract:** Mr Noyce does not currently have a contract. Cllr Weeks stated that this should be addressed under Item 16.

**iii Membership Renewals: SLCC** – It was **RESOLVED** that a 2/3 contribution of £123.32 be made towards the Clerk's membership.

**CPRE/KALC** – Subscription figures not yet available. It was noted that Mr Gary Thomas (CPRE) recently passed away. Clerk to pass on the Council's condolences. **TI**

**iv Review of Banking Procedures and Banking Provider:** It was **RESOLVED** that the Clerk will request electronic banking with NatWest. This will be reviewed after a period of 3 to 4 months. The ongoing mandate to add/remove signatories will still need to be completed. **TI**

**v Other Matters to Report:** Donation request From KSS Air Ambulance will be discussed at April's meeting.

**11 PLANNING: New Applications and Existing Applications Update.****New Applications:****21/500828 - 57 Murrain Drive**

Conversion of the existing garage to a habitable space and additional parking to the front.

**21/500933 – 12 Kings Acre**

Conversion of half of the existing double garage to a home office with cloakroom/WC and insertion of a new window. Existing garage door to be retained.

**Permitted Applications:****20/506090 – 17 Kings Acre****12 CORONAVIRUS UPDATE:** The Council continues to follow the Government Bulletins.

- 13 OLYMPICNIC:** MBC has agreed the date of 11 September. Toilets/fire extinguisher are available, but if collection is required on the Saturday an additional charge of £100 will be incurred. Clerk to establish if the equipment is left on site over the weekend, will this be at DPC's/ or the company's risk?

TI

Cllr Weeks believes it should be possible to start publicising the event on social media after April.

MW/AF

- 14 OPEN SPACES/WILD FLOWER PLANTING:** Cllr Weeks confirmed that the table tennis table has been ordered and is due to arrive by 19 April, with a view to it being installed that week. It should be available for use over the May Bank Holiday weekend.

OS meetings to be delayed until groups can walk in groups of 6 i.e. after 29 March.

OS

**Mallards Park.** Cllr Cheesman requested that the gabion retaining wall - opposite the area where David Nuttall's stone is - is checked as the metalwork is showing/requires infilling.

The overhanging tree in pedestrianised Church Road has already been reported by the Clerk and dealt with.

- 15 ANNUAL PARISH MEETING:** It was agreed that in view of the current legal requirement that an APM is held this year, it will take place 15 minutes before the parish meeting on 6 April. Members were reminded that the current agreement that permits PC meetings to be conducted by Zoom will cease on 6 May.

- 16 REVIEW OF GOVERNANCE AND POLICIES:** It was agreed to defer the item until April's meeting as it was requested by Cllr Fairhurst and, in his absence, no information was available.

- 17 URGENT CORRESPONDENCE:** Various correspondence was previously circulated for comment.

- 18 ITEMS FOR FUTURE AGENDAS & ANY OTHER BUSINESS:** Please contact the Clerk if you have items that you wish to be considered for future agendas.

There being no further business the meeting closed at 9.51 pm

The next meeting will commence at 8.00 pm on Tuesday, 6 April 2021. This will be preceded by the Annual Parish meeting at 7.45 pm