

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD BY ZOOM ON TUESDAY 6 JULY 2021 AT 8.00 PM**

Present: Cllrs Newton (Chairman); Cheesman; Butler; Alden-Morris; Fincham; Rajalingam; Mrs Irving – Clerk; 4 members of the public.

The Chairman opened the meeting by stating that anyone wishing to speak during the course of the meeting should raise their hand. This is an attempt to stop more than one person speaking at once.

- 1 APOLOGIES:** Cllr Fairhurst – work commitment; Cllr Brooks – family commitment; Cllr Cooke (KCC).
- 2 NOTIFICATION OF WHETHER ANYONE WISHES TO RECORD ANY ITEMS.** None received.
- 3 DECLARATIONS OF INTEREST/REQUEST FOR DISPENSATIONS:** None received.
- 4 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:** Various questions were addressed.

The meeting was reconvened.

- 5 APPROVE & SIGN MINUTES OF MEETINGS 22 JUNE 2021:** The minutes were agreed as a true and accurate record of proceedings and were signed by Councillor Newton accordingly. Adjustment to minutes 04.05.21 Item 10 was agreed (see Item 10 below).

- 6 CRIME REPORT:**
No new crimes reported on e-watch.co

A member of the public reported that arrows had been found on the playing field at Foxden Drive on two separate occasions.

- 7 COUNTY COUNCILLOR'S REPORT:** - Not available.
- 8 BOROUGH COUNCILLOR'S REPORT:** Due to a conflicting meeting, Cllr Newton requested Cllr Munford to deputise for him at MBC's Communities, Housing and Environment. Otherwise, things remain relatively quiet.
- 9 REPORT FROM DCA REPRESENTATIVE:** Whilst some groups have returned to the centre, the Keep Fit group and private parties with more than 30 in attendance are not possible.

10 FINANCE:**i. Items for payment**

Approval to amend 04.05.21 minutes in line with management accounts was agreed.
(Precept amended to £34,000 and payment by DCA in the sum of £137.50 was added).

Cheques sent:

M. Weeks	Expenses	109.55
DCA	Hall Hire	168.31
J. Noyce	Litter Picker's Salary - May	348.05
Mrs T Irving	Clerk's Salary/Expenses - May	997.01
KCC Re. Kent Pension	Employer/Employee Pension Contribution - May	349.25
Bearsted PC	Donation – Summer Play Scheme	100.00
HMRC	PAYE	173.76
Zurich Municipal	Annual Insurance Policy	446.66
KCC Re. Kent Pension	Employer/Employee Pension Contribution - June	349.25
T. Irving	Clerk's Salary/Expenses June	994.25
Smart Event Support	Toilet/Fire Extinguisher Hire (Olympic)	312.00
Mr J. Everett	Various Expenses Re Notice Boards	186.97
Mr J. Noyce	Litter Picker's Wages (June)	347.49

Cheques Received

MBC	MBC PSS	119.00
DCA	Litter Picking Contribution (Caxtons)	500.00

Approval was proposed by Cllr Alden-Morris, seconded by Cllr Butler & unanimously agreed. **RESOLVED.**

Balance of Current Account: £42,839.95 credit, after all cheques sent

Balance of Investment Account: £10,604.38 credit

ii Annual Audit Report: Banking Procedures/Signatories Update: Bank Mandate has been completed and submitted to NatWest.

iii Other Matters to report:

- As previously discussed, notice board repairs to both Foxden and Mallards have been completed by Mr Everett.
- Replacement paediatric defibrillator pads are required (existing are out of date).

TAI

11. PLANNING: New Applications and Existing Applications Update:

- A meeting was held with Otham PC, KHS & Bellway Homes on 29 June re proposed temporary changes to PROW 86 & 88 and repositioning of the Downswood/Otham sign. Highways to consider proposals in line with existing Bellway Homes application.
- **21/503451 – 16 Church Road.**
2 Storey Side Extension.

PC

Planning Committee comments required prior to 27 July.

- 12 CONSIDERATION RE GIFT FOR BILL GREENHEAD:** Members were reminded of the amount of work and funds that were raised by Bill over the many years that he was a councillor.

Following a previous decision to buy 'something special' in recognition of this, it was proposed, seconded and unanimously agreed that £100 is an appropriate sum (to be allocated from the Chairman's allowance) **RESOLVED**. Cllr Cheesman to ask Cllr Brooks for help in sourcing a suitable gift.

RC/SB

- 13 CONSIDERATION RE REPLACEMENT TOMMY:** Following discussion, it was proposed, seconded and **RESOLVED** that a replacement Tommy is purchased at a cost of £175. This will need to be available to display during November, following which both Tommies will be removed and stored in the shed.

TAI

- 14 OLYMPICNIC – 11 SEPTEMBER:** Mr Young was thanked for his kind donation of relay batons.

It was agreed to hold a separate meeting to solely discuss the Olympicnic on Tuesday 20 July at 8 pm in the Community Centre.

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- 15 GARDEN COMPETITION UPDATE:** Michael Kippen of Bloomin Gardening Services has agreed to judge the competition on the morning of 20 July. (As previously agreed, a small gift to be purchased as a thank you.)

RC

- 16 QUEEN ELIZABETH II PLATINIUM JUBILEE (2022):** Cllr Newton's offer to produce a sketch and donate a small ragstone column was agreed with thanks. It was further agreed that approx. 7 platinum blonde lavenders will be purchased next year (It was noted that the best time to plant is June).

GN

- 17 DATE FOR GOVERNANCE REVIEW COMMITTEE:** Awaiting Cllr Fairhurst.

AF

- 18 OPEN SPACES:** Majority of the bat boxes have been installed around three sides of the football pitch area of Mallards. Clerk to offer the Barn Owl box to MBC for use on the Mallards islands as a duck box.

TAI

The previously mentioned Bee Corridors were discussed. Following concerns that wild flowers might be cut down on the verges, Cllr Alden-Morris suggested that flower boxes could be used for the bees? It is anticipated they could last for approx. 4 to 5 years. Cllr Alden-Morris to ask if her husband would be willing to build the boxes? Bee Corridors/Boxes to be a September agenda item.

KA-M

- 19 NEWSLETTER:** Quotation to be sought from Maidstone Prison Print Room for A4 sheet with Olympicnic flyer on one side and news info on the other. In addition, 4 x A3 Olympicnic posters to be printed for display on the notice boards from mid-August.

TAI

Information in NL to include: Garden Competition results and a section of Cllr Rajalingam's History of Downswood. Cllrs to deliver to make delivery to

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residents by the end of August. Mr Everett's kind offer to assist with delivery was gratefully accepted.

- 20 URGENT CORRESPONDENCE:** Highways has notified the Clerk that during a pre-load testing check, KDAL 008 failed a structural test and will need to be replaced on an urgent basis.

In view of the above, it was agreed to put a temporary hold on the load testing request – max of 2 months from 01 July - until the column has been replaced.

- 21 ITEMS FOR FUTURE AGENDAS:** Christmas Lights/Bee Corridors & Boxes.

- 22 DATE OF NEXT MEETING:** Olympic Meeting – 20 July.
Full Council - 7 September

There being no further business, the meeting closed at 9.40 pm.