

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING
HELD ON TUESDAY 7 JANUARY 2020 AT 8.00 PM
IN THE COMMUNITY CENTRE**

Cllrs Weeks (Chairman); Cheesman; Alden-Morris; Rajaratnam; Fincham; Fairhurst; Mrs Irving – Clerk; Cllr Cooke (KCC); PCSO Daisy Roberts; PCSO Shivon De Rose.

- 1 APOLOGIES:** Cllr Greenhead (work commitment); Cllr Newton (recovering from operation); Cllr Butler (work related); Mr Everett & Ms Thompson (DCA & residents);

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/REQUEST FOR DISPENSATIONS:** None received.

- 4 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC.** No members of the public present.

The meeting reconvened.

- 5 APPROVE & SIGN MINUTES OF MEETING 3 DECEMBER 2019:**

The minutes were agreed as a true and accurate record of proceedings and were subsequently signed by Cllr Weeks.

- 6 CRIME REPORT:**

PCSO Daisy Roberts and PCSO Zac Budde will be sharing the duties that were formerly undertaken by PCSO Zoe Turner.

No crimes reported in Downswood.

PCSO Roberts confirmed that, subject to shifts and duties, it should be possible to have a police presence at Mallards to monitor parking during MPE matches. If vehicles are parked dangerously or causing an obstruction, this should be reported online or by calling 101.

- 7 COUNTY COUNCILLOR'S REPORT:** Not available.

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

The Clerk was asked for an update on Cllr Newton's recovery and all are pleased to hear that he is progressing well.

9 MATTERS ARISING FROM PREVIOUS MINUTES:

Spires Shops. Further to the communication received from Noble One, Unit 1, it was agreed that their particular area is regularly cleaned and kept tidy.

An improvement in the remainder of the units has been noted. This will continue to be monitored, with no increase to the litter picking contributions at present.

ALL

MPE FC. See also Item 6.

It was **RESOLVED** that no waiting cones will be purchased and loaned to MPE in the hope that they prove to be more effective than those currently used. Clerk to inform MPE that the cones are on loan, as they may be required for the Olympic. Also to request the times and dates of fixtures to assist police in planning their attendance.

MW

Cllr Cooke confirmed that double yellow lines at the roundabout 'will not happen'.

10 FINANCE:

i. Items for Payment

Balance of Current Account: £17,703.04 credit, after all cheques sent
Balance of Investment Account: £10,445.02 credit

Cheques sent:

M. Weeks	Printing of Christmas Flyer Expenses	43.99
A.M. Butler	Refreshments for Christmas Ceremony Expenses	81.12
J. Noyce	Litter Picker's Salary - December	369.45
Mrs T Irving	Clerk's Salary/Expenses - December	967.43
KCC Re. Kent Pension	Employer/Employee Pension Contribution Dec)	282.08
HMRC	PAYE	200.44

From Whom Rec'd: Nil

Approval of the above was proposed by Cllr Alden-Morris, seconded by Cllr Fincham and unanimously agreed. **RESOLVED**

- ii **2020/21 Budget Review/Agree Precept:** Following discussion and minor amendment, the draft budget proposal was **RESOLVED** – proposed by Cllr Weeks, seconded by Cllr Rajaratnam – with the Precept set at £34,000 for 2020/21.
- iii **Donation Request: Heart of Kent Hospice.** It was proposed by Cllr Fairhurst that a donation of £300 be made. This was discussed - as it would exceed the amount budgeted for donations – seconded by Cllr Alden-Morris and unanimously agreed. **RESOLVED** in accordance with LGA S137
- iv **Other matters to report.** Cllr Weeks stated that the Clerk's expenses (currently split with OPC on a DPC 2/3, OPC 1/3 basis) should be reviewed as

soon as possible. Clerk to discuss with OPC and request a meeting before July 2020.

TI

11 REVIEW OF CHRISTMAS CAROLS AND LIGHTS: Whilst there was a good attendance, it was agreed that the ceremony lacked something without an organ/musical accompaniment.

In future, more carols to be sung with less verses.

The lighting this year was disappointing, as Downswood did not appear to have been given any sort of priority by the contractor. A meeting has been arranged to establish why so many motifs were not illuminated and to ensure this does not happen again. Invoice will not be paid until after the meeting, when a 20% to 25% reduction will be sought.

MW/TI

Clerk to check the hall availability for 2020's ceremony on Saturday 5 December.

TI

It is noted that the Chairman does not wish to have the Carols as an agenda item until April's meeting.

12 PLANNING: (New applications and updates on existing applications)

- Update re. Church Road Outline Planning Application.
Following the deferment at the planning committee meeting of 24 October, a meeting was set up for the applicant to outline their response to each of the points raised. This was attended by MBC officers, the developer, KCC Highways, a representative from OPC and Cllr Weeks.

A detailed application has now been submitted to MBC.

It is clearly accepted that traffic is a major issue and the main cause of objection.

A meeting of DPC's planning committee to be arranged for W/C 20 Jan with a newsletter, hopefully, prepared after that. Support from residents is needed to object to the application.

13 SPEEDWATCH: Cllr Weeks has spoken to Speedwatch and will be arranging a meeting in the next few weeks.

MW

14 HIGHWAY IMPROVEMENT PLAN: The gateway features and the new nameplate has been ordered by Highways. This is expected to take approx 3 months.

The corner protection was assessed but did not score highly enough to be successful.

Footway extension is still to be reviewed.

The meeting was adjourned for 5 minutes due to a disruption outside the centre.

The meeting was reconvened.

- 15 ROUNDABOUT MAINTENANCE/REPLACEMENT GOLDEN HOLLIES:** It was **RESOLVED** that the contractor will be requested to make more visits as the roundabout can look very overgrown between visits. TI

It was **RESOLVED** the remaining hollies will be removed and 5 new self-pollinating hollies will be planted at the site. Cllr Weeks to make enquires with Coolings Nursery. To be managed by Open Spaces at meeting suggested for February, with a view to planting in March. MW
OS

- 16 REPORTS FROM MEETINGS/SEMINARS ATTENDED:** See above.

- 17 COMMITTEE REPORTS:** None received.

- 18 RECEIVE DCA UPDATES:** A written report was submitted by Mr Everett.
'A complete fire safety & health & safety check took place on 4th January 2020 by the centre management & the person responsible for fire safety. No major problems found & the minor problems will be dealt with ASAP by the centre management.

Still unable to get a regular daily hirer for the lounge.

Correspondence recently sent to the parish clerk with concerns about the state of the Mallards recreation area & reasons why, (in the honorary chairman & secretary of the DCA's opinion), why a table tennis table located here would totally impractical & a complete waste of money.*

Whats on at the centre:

*Next Tuesday 14th January - 8pm: **DCA general committee meeting.** Everyone welcome.*

*Saturday 8th February - 8pm: **An evening with the universal psychic medium Grant Colyer.***

Tickets £10 per person: 0771 461 3002.

*Saturday 14th March - 7pm: **Downswood Quiz night.** Teams of eight, (£5 per person), to be booked in advance please: 0770 815 0613.*

*Sunday 12th April - 10am: **Children's Easter Egg Hunt.** Time to hunt for the hundreds of eggs in the gardens.*

*Saturday 6th June - 1pm: **Downswood annual summer fete.** Fantastic afternoon with activities & fun for all the family, including the dog!'*

19 CORRESPONDENCE: Various correspondence circulated by email for comment.

* The email received from Mr Everett was previously circulated to cllrs and the issues that were raised have been addressed by MBC.

Cllr Cooke reminded members that KCC's draft 5 Year Plan Consultation is available until 17 February 2020.

20 ITEMS FOR FUTURE AGENDA & 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 10.05 pm

Date of next meeting: 4 February 2020