

**MINUTES - DOWNSWOOD PARISH COUNCIL MEETING  
HELD BY ZOOM ON TUESDAY 8 DECEMBER 2020 AT 8.00 PM**

Cllrs Weeks (Chairman); Fairhurst; Butler; Newton; Alden-Morris; Mrs Irving – Clerk.  
Cllr Cooke (KCC). No members of the public were present.

The meeting reconvened from 1 December 2020.

- 1 APOLOGIES:** Cllrs Rajalingam, Fincham & Cheesman (Computer/Internet issues)  
Brooks – health issue.
- 2 NOTIFICATION OF WHETHER ANYONE WISHES TO RECORD ANY ITEMS.** The Clerk.
- 3 DECLARATIONS OF INTEREST/REQUEST FOR DISPENSATIONS:** None received.

**12ii BUDGET 2021/22/PRECEPT:** Members were reminded that the Precept was set at £34,000 on 01/12/20.

It was agreed to set up a committee to discuss the 2021/22 budget. This will comprise of; Cllrs Fairhurst, Weeks\*, Butler, Alden-Morris, Newton & the Clerk. (\*Not required to actively participate).

**AF/MW  
/KAM/  
GN/TI**

- iii Consider Adoption of Parish Basic Allowance:** Following discussion, it was **RESOLVED** that the allowance will not be adopted at this stage.
- iv DPC/OPC Split of Costs:** Cllr Weeks has discussed the way the current 1/3 OPC, 2/3 DPC Clerk's expenses are split with Cllr Hipkins (OPC). He is on board with the percentage changing as the housing increases in Otham. It was agreed to review the situation when the figures are available on the Electoral Role. To be ongoing throughout the year.
- iv Donation Request: Downswood and Bearsted Angels:** Further to the initial discussion at the meeting of 3 Nov, it was agreed that due to the restrictions that are imposed on the parish finances, a donation is not possible. It was noted that many councillors have already given private donations to the group.
- vi Other Matters to Report:** None

**13 PLANNING. New Applications and Updates on existing applications.**

Reg 18b Local Plan Review Consultation ends at 5pm, 22 December.

Cllr Fairhurst to formulate advice and post to the Facebook page on how to submit comments if Little Squerries and The Glebe are still included in the plan. Cllr Newton to check that the sites have been removed.

**AF/GN**

If necessary, the planning committee will formulate a response to the consultation.

**PC**

**New Applications:**

20/505210/FULL – 7 Ravens Dane Close  
Erection of single storey side garage extension

20/505413/FULL - 23 Longham Copse  
Erection of single storey side extension

20/503323 – Mallard Way  
Siting of 1 no storage container for two year trial period  
As discussed with MPE previously, the council supports this application.

**Application withdrawn**

20/504008 FULL – 18 Kings Acre

**Applications Approved**

TPO 20/504355 – 11 Kings Acre  
20/503140 FULL – 1 Church Road  
20/504491 FULL – 15 Frithwood Close

**Applications Refused**

TPO 20/504327 – 11 Kings Acre  
TPO 20/502536- 40 Foxden Drive

**Applications Pending**

19/501029 ENV, 19/501600 OUT – Land West of Church Road, Otham

- **Update re Church Road Inquiry:** Rule 6 parties all commented.  
Cllr Weeks is unable to draw any conclusions which way the decision will go.

Photos and comments showing the flooding at Mallard Way and the traffic tailback on Willington Street were submitted and confirmed as accepted by the Inspector.

Cllr Cooke to ascertain if lightweight signs are available from Highways. If not, Cllr Weeks to purchase 2 x lightweight road closed signs for Mallard Way, all as agreed previously.

- KALC advice: Inquiry Expenses for Cllr Weeks. Cllr Weeks wished it to be put on record that he had incurred considerable expenses by attending the Inquiry. Regardless of this, KALC stated that it will be unlawful to make a payment unless it was through the Parish Basic Allowance. Cllr Weeks declined this option. However, he suggested that a printer that was purchased for the Inquiry could be purchased by the parish. Subject to a receipt being presented made payable to DPC, it was agreed that the parish will pay the requested £350.

**MW**

- 14 TABLE TENNIS EQUIPMENT:** A request for £2,500 funding from Cllr Cooke's Member's Fund has been submitted.

Clerk to obtain 3 quotes for a concrete table which should have a lifespan of between 15 to 20 years. A representative is required to attend a site meeting to offer advice on which equipment will be most suitable for the site.

Information to be available for February's meeting.

- 15 CORONAVIRUS UPDATE:** Levels are increasing in Maidstone. Latest advice is available on MBC's website, which is updated regularly.  
The Borough Council has contact details for the parish, if required. Fortunately, residents appear to be looking after each other.
- 16 REMEMBRANCE DAY REPORT:** Wreaths were laid at Otham's War Memorial. The 2 Tommies have been warmly received by residents. Cllr Newton to collect the 2 wreaths from the bases prior to Cllr Weeks returning them to storage w/c 21 December.
- 17 CENSUS 21 MARCH 2021:** It was agreed that the council will encourage everyone to take part in the census. Clerk to request posters & further information.
- 18 KALC COMMUNITY AWARD SCHEME:** No nominations suggested.
- 19 WASTE FREIGHTER:** It was agreed that the need for this has passed & it is therefore no longer required.
- 20 URGENT CORRESPONDENCE:** None.
- 21 CONSIDER THE NECESSITY FOR JANUARY 2021 MEETING:** It was agreed that the council will meet on Tuesday, 5 January to discuss a limited agenda.
- 22 ITEMS FOR FUTURE AGENDA & ANY OTHER BUSINESS:** None.  
Please contact the Clerk if you have items that you would like considered for the next meeting.

There being no further business, the meeting closed at 10.00 pm.