

Meopham Parish Council
Minutes of Meeting of a Planning & Projects Committee
held on Tuesday 21st June 2016 at 7.30pm
in the Windmill, Meopham Green

Committee Members present: Cllrs McTavish (Chairman), Buchanan, Gofton, Knott

In attendance: Mrs N Jerram (Clerical Assistant), Cllr Wade

Item 1 **To receive Apologies for Absence**

P.1 There were apologies from Cllrs D Bramer and M Bramer (Holiday)

Item 2 **To receive Declarations of Interests**

P.2 There were no declarations of interest.

Item 3 **To approve the minutes of previous meeting: 19.01.16**

P.3 The minutes of the meeting held on the 19.01.16 were approved as a true record of the meeting on a proposal by Cllr Buchanan and seconded by Cllr Knott. All voted in favour.

Item 4 **To consider matters arising from the above Minutes**

P.4 Cllr McTavish pointed out page 1, Item 4, P.57 should be corrected to read Bakers Meadow and Lyndhurst.

Page 3, P.64 – 2015/1198 Lindenwood Manor. Members discussed the vegetation which is planted along the boundary fence is already encroaching on to the pavement. All members agreed that this matter should be raised with Vigo Parish Council and a letter should also be drafted to GBC.

Action: Clerk

Item 5 **Planning Applications**

5.1 To consider and make recommendations on Planning Applications:

<p>2016/0443 - THE HAVEN, BRIMSTONE HILL, MEOPHAM, GRAVESEND, KENT DA13 0BN Construction of a subterranean building comprising a swimming pool,</p>
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Signed: _____ Dated: _____

changing rooms, shower, plant room and garage for three vehicles with canopy, erection of gabion retaining walls and entrance staircase, with alterations to the ground floor level.

Members noted an objection from CPRE Kent

On a motion proposed by Cllr Buchanan and seconded by Cllr McTavish, members agreed the need for further information from the Planning Department at GBC before commenting. All voted in favour.

2016/0410 - THE ORCHARD, PRIESTWOOD ROAD, MEOPHAM, GRAVESEND, KENT DA13 0DA

Erection of a two storey rear extension incorporating three dormer windows in the rear roof slope and erection of a single storey side extension.

Cllr McTavish proposed a motion of no objection, subject to planning policy and neighbour consultation, seconded by Cllr Buchanan. All voted in favour.

2016/0474 - PARKERS COTTAGE, DAVID STREET, MEOPHAM, GRAVESEND KENT DA13 0BT

Replacement of the existing window on the north flank elevation and two windows at first floor level on the rear elevation from timber single glazed windows to timber double glazed windows and replacement of existing timber single glazed double doors on the rear elevation with timber double glazed doors.

Cllr Buchanan proposed a motion of no objection, subject to Conservation Officers approval. Cllr Knott seconded this and all voted in favour.

2016/0475 - PARKERS COTTAGE, DAVID STREET, MEOPHAM, GRAVESEND KENT DA13 0BT

Application for Listed Building Consent for the replacement of the existing window on the north flank elevation and two windows at first floor level on the rear elevation from timber single glazed windows to timber double glazed windows and replacement of existing timber single glazed double doors on the rear elevation with timber double glazed doors.

Cllr Buchanan proposed a motion of no objection, subject to Conservation Officers approval. Cllr Knott seconded this and all voted in favour.

2015/1244 - HIGHVIEW, LONGFIELD ROAD, LONGFIELD, DA3 7AP

Retrospective planning consent for the storage of vehicles, trucks and heavy good vehicles, their maintenance and repair and distribution to the UK and global markets (sui generis) retention of maintenance and repair building, ancillary portacabin office, staff restroom and toilet together with two storage containers for small tools, plant and spare vehicle parts, boundary landscaping, and hardstandings.

Cllr Buchanan proposed a motion of no objection, subject to conditions regarding hours of operation and other matters as laid down by GBC, this was seconded by Cllr Knott and all voted in favour.

2016/0261 - The Ivy House, Wrotham Road, South Street, DA13 0QJ

Conversion of existing outbuildings to provide 2 no. one bedroom self-contained residential annexe's for use ancillary to the main dwelling.

On a motion proposed by Cllr McTavish and seconded by Cllr Buchanan, members agreed to defer this application for comment, awaiting GBC site visit. All voted in favour.

2016/0262 - The Ivy House, Wrotham Road, South Street, DA13 0QJ

Application for Listed Building Consent for the conversion of existing outbuildings to provide 2 no. one bedroom self-contained residential annexe's for use ancillary to the main dwelling.

On a motion proposed by Cllr McTavish and seconded by Cllr Buchanan, members agreed to defer this application for comment, awaiting GBC site visit. All voted in favour.

Item 6**Highway Issues:**

6.1 To discuss ongoing parking issues in the parish and agree on any further action

6.2 To discuss and agree if appropriate, MPC supporting any potential measures to reduce accidents on Wrotham Road in the Meopham Green area and agree what action to take

P.5

Members agreed to discuss the above two points as one item to be addressed.

Signed: _____ Dated: _____

P.6 Cllr Buchanan spoke regarding the double yellow lines which have recently been painted at the north end of Camer Parade outside NFU. Discussions followed on the possible removal of these double yellow lines. Members agreed they are unnecessary and cars parking in this area are not considered to cause any problems.

All members agreed that the Clerk should contact KCC and ask if these double yellow lines could be removed.

Action: Clerk

P.7 Cllr Gofton mentioned the ongoing problem of dangerous parking on the yellow lines outside the layby at Camer Parade. Illegal parking here is causing restricted view to traffic existing the parade.

Members agreed the Clerk should contact KCC Highways to undertake further discussions with regard to parking issues at Camer Parade.

Action: Clerk

P.8 Cllr Wade spoke of the accident at Meopham Green when a car crashed into a resident's wall one night at 2am. Members discussed the possibility of warning signs put in place on the approach to the bend or chevrons.

Discussions took place regarding the possibility of a highway inspection for the Meopham Green area. It was agreed that the Clerk contact the Highways Officer to meet with Cllrs Buchanan and Wade and to gather evidence of accidents in the area. It was agreed also Borough Cllrs Cubitt, Burgoyne and Sweetland should be copied in on these actions.

Action: Cllrs Buchanan/Wade/Clerk

Item 7 **Bus Shelters – Update**

P.9 Members agreed the refurbishment works currently in progress were going well.

P.10 A suggestion was put forward for a map of the Parish to be fixed to the wall of the bus shelters at both sides of the road near the station.

It was agreed that the Clerk would speak to KCC regarding a map of the village, it was also agreed the clerk would look into how much a map would cost in a protected cover.

Action: Clerk

Item 8 **Local Plan Core Strategy – Update**

P.11 Cllr McTavish informed members she had not seen any recent consultations.

Item 9 **9.1 To note the date for the Affordable Housing Meeting at GBC**

P.12 The date was noted by members (Wednesday 13th July at 10am).

9.2 To agree members of the Affordable Housing Sub Committee

P.13 Cllr McTavish confirmed that Cllrs D Bramer and M Bramer would like to remain on the Affordable Housing Sub Committee. Discussions followed and it was agreed members of the Sub Committee remain as Cllrs McTavish, Hasler, D Bramer, M Bramer, and Buchanan.

Item 10 **Parish Plan**

10.1 Update on the Parish Plan and to note the date of the first meeting of the Parish Action Team

P.14 Cllr McTavish informed members she would be speaking to Jim Boot to agree an Agenda for the first meeting. Discussions followed regarding the positive feedback received from people and that interested residents would be invited to the first meeting.

Cllr D Bramer has volunteered to collate all the comments from the leaflets received from the Picnic on the Green ready for the first PAT meeting.

Action: Cllr D Bramer

P.15 Cllr Buchanan suggested the meeting should be advertised in the Meopham Review and all members agreed.

Item 11 **Community Activities**

11.1 Report on the event organised to celebrate the Queen's 90th Birthday – The Picnic on the Green

P.16 Cllr Buchanan gave her congratulations to all who were involved in the success of the Picnic on the Green, with special thanks to Cllr McTavish who led the organisation with Cllrs Gofton and Knott. Also thanks to Cllr Howard for all his help.

Members discussed the good feedback received from attendees at the picnic and their wish for further community festivities to be organised by

MPC. Suggestions were made for a Mid-Summer Picnic next year to be held on Meopham Green.

Cllr McTavish gave special thanks to Mandy Cason (Community Warden) for her hard work on the day of the picnic and to Cllr Peter Howard for all his help with health and safety matters.

11.2 Financial Matter – to note the expenditure on the Tea Party and the Picnic on the Green and agree, if appropriate, to review if any virement is required within the P&P budget at the end of the financial year

P.17 Cllr McTavish suggested members review the budget at the end of the financial year. All members were in agreement.

Item 12 **To agree to investigate into potential grant funding for a defibrillator for Meopham Village Hall**

P.18 Discussion took place on the location of a defibrillator; pros and cons of having it inside or outside the hall. Research had revealed that if the defibrillator was inside the hall then every club or group using the facility would need to be trained on how to operate it. Cllr Wade had concerns that there may be problems with vandalism if positioned on the outside wall.

It was thought that all the groups e.g. Tennis Club, Table Tennis Club, Country Club, Village Hall, should have access to the defibrillator.

Cllr McTavish suggested Meopham Village Hall should apply to the Rural Forum for the funding of a defibrillator. It was agreed the Clerk would speak to Trixie Leyshon (Vice Chairman) regarding Neighbourhood Forum Grants for 2017 to make a bid.

Action: Clerk

Item 13 **Financial Matters**

13.1 To note expenditure for the Planning and Projects Committee Expenditure from 1st April 2016 to 21st June 2016

P.19 It was noted by all members

13.2 To note the Planning and Projects Committee Income and Expenditure to date for the 2016/2017 financial year

P.20 It was noted by all members

Signed: _____ Dated: _____

Item 14 **To note correspondence received**

P.21 Members noted the correspondence.

P.22 It was noted that Cllrs Buchanan, Knott and Ogden had attended the Armed Forces Day.

P.23 Cllr McTavish informed members of an email received from a resident in the Camer and Meopham Green Ward regarding parking issues. Members discussed contacting Gravesham BC and Cllr Buchanan suggested the resident applies for a dropped curb.

Cllr McTavish suggested MPC forward the resident's email, with her permission, to GBC with a supporting letter from MPC. Members agreed to this action.

Action: Cllr McTavish/Clerk

The meeting closed at 8.50pm

Signed.....Dated.....

Signed: _____ Dated: _____