

Minutes of a meeting of Full Council

held on Tuesday **19th July 2016** at 7:30 pm

at Culverstone Community Centre, Culverstone

Present: Cllrs Buchanan, (Chairman), D Bramer, M Bramer, S Goffon,
R Knott, J Ogden (Vice) and B Wade

In attendance: M. Cason, Community Warden, 2 Members of the Public
Mrs S Eggesden (Parish Clerk)

The Chairman welcomed everyone to the meeting and advised that the meeting is being recorded.

Item 1: Apologies for absence

C.19 There were apologies from Parish Councillors Hasler (holiday), Howard (family commitment), McTavish (unwell) and Powell (KALC Area Meeting). Apologies were also received from Borough Councillors L Boycott, J Burgoyne and D Shelbrooke.

Item 2: Declarations of Interest

C.20 There were no declarations of interest.

Cllr Ogden arrived at 7.35pm.

A motion to suspend Standing Orders was proposed by Cllr M Bramer, seconded by Cllr Goffon and all voted in favour. The Chairman invited the Community Warden to speak. Questions were also invited from the members of public. Standing Orders were then reinstated

Item 3: To approve minutes of the previous meetings (10.05.16, 07.06.16, 05.07.16 and 13.07.16)

C.21 The minutes of the meeting held on 10.05.16 were approved as a true and correct record on a proposal by Cllr M Bramer and seconded by Cllr Wade. All voted in favour. The minutes of the meeting held on 07.06.16, were approved as a true and correct record on a proposal by Cllr M Bramer and seconded by Cllr Ogden. All voted in favour. The minutes of 05.07.16 were approved as a true and correct record on a proposal by Cllr M Bramer and seconded by Cllr Ogden. All voted in favour. The minutes of 13.07.16 were approved as a true and correct record on a proposal by Cllr Knott and seconded by Cllr D Bramer. All voted in favour.

Item 4: To consider any matters arising from the above Minutes

C.22 There were no matters arising on any of the minutes.

Item 5: To consider and make recommendations on Planning Applications

C.23

2016/0558 IONA, NORWOOD LANE, MEOPHAM, KENT DA13 0YE

Erection of a single storey rear extension to form large kitchen with utility room, walk-in larder, store room, study and outside covered terrace area.

No objection subject to neighbour consultation was proposed on a motion by Cllr Knott. This was seconded by Cllr Ogden. 6 voted in favour and there was 1 abstention. The motion was approved.

2016/0547 - GENTLE SHEPHERD, VALLEY LANE, CULVERSTONE, KENT DA13 0DG

Erection of stable block and tack room.

Cllr M Bramer advised that the application has been declared invalid and therefore is effectively withdrawn so no response is currently required.

2016/0578 – 1 SILVER BIRCH AVENUE, MEOPHAM, KENT DA13 0TP

Construction of dormer window in side (west) roof slope to create new bathroom

No objection was proposed on a motion by Cllr Buchanan. This was seconded by Cllr Wade and all voted in favour. The motion was therefore approved.

2016/0595 – BELLE VUE BRIMSTONE LANE, HARVEL, KENT DA13 0BW

Erection of outbuilding incorporating a dormer extension in the rear roof slope to form garage/workshop with workshop and store room over.

An objection on the grounds of excessive development in the green belt was proposed on a motion of objection by Cllr D Bramer. This was seconded by Cllr Knott and all voted in favour. The motion was therefore approved.

2016/0556 – IVY COTTAGE, LEAFY LANE, MEOPHAM, KENT DA13 0DR

Erection of a single storey side extension and new external staircase

An objection on the grounds of violating the policy for development in the Green Belt was proposed on a motion by Cllr M Bramer. This was seconded by Cllr Wade and all voted in favour. The motion was therefore approved.

2015/1034 – SQUIRREL LODGE, BEECHWOOD DRIVE, MEOPHAM, DA13 0TX

Erection of a swimming pool.

No objection subject to Green Belt policy and subject to neighbour consultation was proposed on a motion by Cllr Buchanan. This was seconded by Cllr Knott and all voted in favour. The motion was therefore approved.

2016/0225 – 47 THE RUSSETS, MEOPHAM, KENT, DA13 0HH

Erection of a two storey side extension and erection of a single storey front extension with an open porch; to form extended lounge, dining room, kitchen and shower at ground floor and extended bedrooms and en-suite shower rooms over.

No objection was proposed on a motion by Cllr Buchanan and this was seconded by Cllr Knott All voted in favour and the motion was approved.

2016/0534 –25 CRICKETERS DRIVE, MEOPHAM, KENT DA13 0AX

Erection of a single storey rear extension, single storey side and front extensions with associated works to extend the existing vehicular crossover.

No objection subject to neighbour consultation was proposed on a motion by Cllr Wade. This was seconded by Cllr Gofton and all voted in favour. The motion was therefore approved.

2016/0553 – WISTERIA LODGE, 5 BEECHWAY, MEOPHAM, KENT DA13 0HQ

Erection of a single storey side extension

No objection subject to neighbour consultation was proposed on a motion by Cllr Gofton and this was seconded by Cllr Ogden. All voted in favour and the motion was therefore approved.

2016/0634 – LINDENWOOD MANOR, GRAVESEND ROAD, FAIRSEAT TN15 7RJ

Application for approval of condition 1 attached to planning permission reference number 2015/1198 relating to the details of landscaping scheme.

Following correspondence received from GBC it was agreed to defer commenting until the aftercare plan details were received.

2015/0443 – THE HAVEN, BRIMSTONE HILL, MEOPHAM, DA13 0BN

Construction of a subterranean building comprising a swimming pool, 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 level.

Cllr Buchanan reported that Cllr McTavish is speaking against the application at the GBC Regulatory Board meeting tomorrow.

2016/0621 THE IVY HOUSE, WROTHAM ROAD, SOUTH STREET DA13 0QJ

2016/0622 THE IVY HOUSE, WROTHAM ROAD, SOUTH STREET DA13 0QJ

Cllr D Bramer reported that the original application has now been withdrawn and GBC Enforcements are investigating the site in respect of planning irregularities.

2016/0145 - THE OLD DAIRY, BOCODA HILL FARM, WROTHAM ROAD DA13 0QG

Loft conversion to create larger roof space to existing first floor landing area, study and two bedrooms, with single storey rear extension to form garden room.

Cllr Wade reported that due to inaccurate plans, GBC are now going back to the architect and asking them to resubmit the plans. It was therefore agreed to defer responding on this application.

2016/0611 COPPERFIELD, VALLEY LANE, CULVERSTONE DA13 0DQ

Erection of a single storey side and rear extensions, insertion of bay windows into existing walls and insertion of dormer windows and creation of front and rear barn hipped gable walls to existing roof with associated internal and external works

No objections was proposed on a motion by Cllr Buchanan and this was seconded by Cllr Goffton. All voted in favour. The motion was therefore approved.

2016/0621 WONKY LOG, VALLEY LANE, CULVERSTONE, DA13 0DG

Removal of condition (iii) attached to planning permission reference number 19890808 for the erection of a single store rear extension to form bathroom and internal alterations; to allow the reinstatement of permitted development rights.

An objection on the grounds that permitted development rights were removed from the area concerned in mitigation for the granted building rights at the time was proposed on a motion by Cllr Knott and this was seconded by Cllr Wade. 6 voted in favour and there was 1 abstention. The motion was therefore approved.

2016/0662 AMBLEDOWN, RIDGE LANE, MEOPHAM, KENT DA13 0DP

Erection of a ground floor side extension incorporating a covered porch. Conversion of the basement into utility and store area.

No objection subject to compliance with Green Belt policy, in particular concerning the increase in footprint was proposed on a motion by Cllr D Bramer and this was seconded by Cllr Wade. All voted in favour and the motion was therefore approved.

2016/0442 STRAWBERRY WOOD, DEAN LANE, HARVEL, KENT DA13 OBS

Demolition of existing utility room, cloakroom, bathroom, part kitchen and loggia and erection of a single storey rear extension to provide bedroom, bathroom and kitchen, and an open porch to side, including erection of pitched roof above the existing garden room

No objection subject to compliance with Green Belt policy was proposed on a motion by Cllr M Bramer and this was seconded by Cllr Wade. All voted in favour. The motion was therefore approved.

2016/0643 - OLD OAK COTTAGE, 53 BEECHWOOD DRIVE MEOPHAM DA13 0TX

Erection of a single storey rear extension with a pitched roof incorporating a dormer window in the rear of the roof slope to provide a lounge area on the ground floor and study area at first

floor level and erection of single storey side extension to existing utility room.

No objection subject to compliance with Green Belt policy, in particular with regard to the limit of the one third increase in the original footprint of the property was proposed on a motion by Cllr M Bramer and this was seconded by Cllr D Bramer. All voted in favour. The motion was therefore approved.

Item 6: To receive and note minutes of and/or to determine recommendations made by Standing Committees:

6.1 Environment & Amenities Committee Meeting: 07.06.16

C.24 The minutes were received and noted.

C.25 Cllr D Bramer enquired on the progress to register the village greens. The Clerk advised that the solicitor has only been instructed to register Meopham Green to date but the other greens are being looked into.

6.2 Planning & Projects Committee Meetings: 21.06.16

C.26 The minutes were received and noted

C.27 Cllr Buchanan asked for it to be noted that she appreciated the work carried out by Cllr McTavish along with Cllrs D Bramer and Gofton on the Parish Action Team meeting.

6.3 Administration and Resources Committee Meetings: 07.06.16 and 05.07.16

C.28 The minutes were received and noted.

6.3.1 On a recommendation from the A&R Committee to approve and adopt a Training Policy

C.29 Cllr Ogden proposed adopting the Training Policy and this was seconded by Cllr Buchanan. The Training Policy was therefore approved.

6.3.2 On a recommendation from the A&R Committee to approve and adopt an Equality Policy

C.30 Cllr Ogden proposed adopting the Equality Policy and this was seconded by Cllr D Bramer. The Equality policy was therefore approved.

6.3.3 On a recommendation from the A&R Committee to approve and adopt a Co-Option Policy and to extend the terms of references on the Personnel Committee

C.31 Following on from a discussion on this, Cllr Ogden proposed a motion to adopt a Co-Option Policy and to extend the terms of references on the Personnel

Committee as recommended by the A&R Committee and Cllr Knott seconded this and all voted in favour. The motion was approved

Action: Clerk

6.4 Judson's Pavilion Sub Committee Meeting: 27.04.16

C.32 The minutes were received and noted.

C.33 Cllr Ogden reported that we are still waiting for the amendments to the plans so these can be submitted to GBC planning for the fourth time. The correct scale needed to be added to the plans. Cllr Ogden and the Clerk have a meeting set up next week with Nigel Turley from Funding for All.

Item 7: To receive reports from Parish Council representatives on external bodies

C.34 Age UK – Cllr Knott reported that they are finding it difficult to find drivers.

C.35 Clay Cottage Trust – Cllr Knott reported that they are looking into closing the Trust with the Charity Commission due to lack of committee members and the difficulties in distributing any money in this day and age under the terms of the Trust's constitution.

C.36 CPRE – Cllr Gofton reported that she is in contact with the local representative and he is speaking tomorrow at the GBC Regulatory Board against The Haven.

C.37 Culverstone Community Centre – Cllr D Bramer reported that they are looking into either new kitchen appliances or a complete new kitchen for the hall.

C.38 Gravesham Rights of Way – Cllr D Bramer reported that there had not been a meeting for a while but should be one shortly.

C.39 Harvel Village Hall – Cllr M Bramer reported that there are new committee members and unfortunately the Harvel Fete suffered this year due to torrential rain on the day.

C.40 KALC – Cllr Powell was at the area meeting tonight

C.41 Meopham Sports & Leisure – Cllr Wade reported that the school rebuild is taking place on the site and the gym has been updated recently.

C.42 Meopham Village Hall – Cllr Knott reported that there is a meeting tomorrow. There have not been many donations for the new roof but hall usage is well supported.

C.43 GBC Rural Forum – Cllr M Bramer advised that he is currently the representative for the council and got elected as one of the 3 voting members. He attended a meeting on 18.7.16 and will report back to the Clerk on the Village Green session.

Item 8: To consider the donation request letter received from Gravesham Borough Council for the proposed Queen Elizabeth II statue, to be sited in Gravesend, and agree on any further action to take, if appropriate, regarding this

C.44 Following discussion on the powers which the council has to enable them to make a donation to this under S.137 and whether it was appropriate, Cllr M Bramer proposed a motion that the council do not make a donation as it would be an inappropriate use of the council's funds. This was seconded by Cllr Knott and there were 6 votes in favour and 1 abstention. The motion was therefore approved.

Action: Clerk

Item 9: Financial Matters:

9.1 To note Meopham Parish Council's Income and Expenditure up to 19th July 2016

C.45 This was noted by members.

9.2 Approve the schedule of payments in accordance with Financial Standing Order 5.2

C.46 Cllr Wade proposed the schedule of payments are approved and this was seconded by Cllr Buchanan. All voted in favour.

9.3 To note the internal auditors report from May 2016

C.47 Members noted the report. Cllr M Bramer was concerned to note that GBC had not complied with legislation by updating their website with parish councillors' Disclosable Pecuniary Interest forms. The Clerk advised that all councillors' forms were now on the GBC website with the exception of Cllr Ogden's forms which had been previously lost by GBC and had been delayed being returned to GBC due to Cllr Ogden's holiday.

Item 10: To note correspondence received

C.48 Members noted the correspondence list.

C.49 Members noted the letter received from a resident with the traffic concerns. It was agreed that the Chairman and Clerk would draft a response with details to whom the resident should contact with the concerns as the parish council did not have the power to address the concerns. The council would also write to GBC and KCC in support of the concerns.

Action: Clerk/Chairman

The meeting closed at 09:45 pm.