

Meopham Parish Council
Minutes of Planning & Projects Committee
held on Tuesday 12th March at 7.30pm
in the Windmill, Meopham Green

Committee Members present: Cllrs D Bramer (Vice Chairman), M Bramer, Buchanan, Gofton, McTavish (Chairman), Wade

In attendance: N Jerram (Clerical Assistant)

Item 1 **To receive Apologies for Absence**

PP.48 There were no apologies for absence.

Item 2 **To receive Declarations of Interests**

PP.49 There were no declarations of interest.

Item 3 **To approve minutes of previous meeting (09.10.18)**

PP.50 The minutes of the meeting held on the 09.10.18 were approved as a true record of the meeting on a proposal by Cllr Buchanan, seconded by Cllr Wade and all members voted in favour.

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

PP.51 **Item 5.2 Lower Thames Crossing Consultation** – Members agreed that the mobile unit located in Bartellas car park in November 2018 was very well attended by members of the public.

PP.52 **Item 5.6 Big Conversation Bus Summit** – The Commissioning Programme Manager has been asked to keep the parish council informed of events.

PP.53 **Item 5.7 Highways Seminar** – The Clerical Assistant and Cllr Gofton reported on their attendance at the Seminar in November 2018.

PP.54 **Item 6 Grass Cutting** – The Horticultural Department have reported that there will be an improved service this year which the parish council will monitor.

PP.55 **Item 9.2 Remembrance Service** – Cllr McTavish gave thanks to all involved in the organisation of the service which went very smoothly.

Item 5 **Highways Issues**

5.1 Parking Issues Working Group - Update from meeting held on 4th March

PP.56 Cllr McTavish confirmed that the parking campaign is to be revived with banners going up again and leaflets to be distributed. Members agreed that additional parking facilities are needed within the parish and discussed possibilities for the future.

Parking Enforcements at GBC provided figures in January confirming over 100 parking tickets were issued between 1st October and 31st December 2018 in various locations in the village and along the A227. Further discussions followed on how to curtail speeding through Meopham.

Cllr McTavish advised that the clerical assistant was approaching Network Rail for a point of contact regarding weight limit restrictions on the railway bridge. It was noted that Lorries are still parking in the layby at Ridley Turning.
Action: Clerk/Cllr McTavish

5.2 To note correspondence received from residents regarding vehicles speeding on Melliker Lane and Norwood Lane

PP.57 Members noted the above. Discussions followed and members agreed there were a number of points of concern to be raised with the new Highways Steward. A meeting is to be set up with MPC and KCC Highways when details of the new steward are received from the District Manager.
Action: Clerk

5.3 To note email from resident regarding number of roadworks on A227

PP.58 Members noted the above and agreed this is another issue to be raised when meeting with the Highways Steward.

5.4 To note we are endeavouring to meet with the new Highways Steward to discuss traffic issues in the village

PP.59 The above was noted.

Item 6 **Local Plan – Update**

PP.60 No update.

Item 7 **Affordable Housing – Update**

PP.61 The subcommittee met at the end of February. Cllr McTavish said members discussed agenda items to be raised at the next liaison meeting with GBC which is to be organised in May 2019. It was noted that the next rural housing survey will be in 2020.

Item 8 **Picnic on the Green**
8.1 To note Working Group meeting on 13th March

PP.62 Members noted that the Working Group: Cllrs McTavish, Gofton, Knott, Luxford and Howard will be meeting tomorrow to progress with arrangements.

8.2.To note request from Wards Estate Agents to use Meopham Green for a fund raising event

PP.63 Members noted the above and agreed this item would be discussed further at the Working Group meeting to be held tomorrow.

Item 9 **Parish Plan - Update**

PP.64 No update

Item 10 **Over 60's Guide**
10.1 Progress of Grant Application

PP.65 Cllr McTavish updated members on the grant application to Kent Community Foundation (KCF) to fund the publication of the Over 60's Guide. In order to proceed a governing document signed by the chairman of the parish council is required.

Members discussed positive feedback received from parishioners and the Community Warden on how useful the guide is to elderly residents and new residents to Meopham.

Cllr M Bramer proposed that a governing document for the over 60's guide be submitted to KCF in support of the parish council's grant application. This was seconded by Cllr Buchanan; there were 5 votes in favour and 1 against. The motion was therefore agreed.

Action: Clerk/Cllr McTavish

Item 11 **Meopham Parish Guide – Update**

PP.66 Members agreed that an updated version of the Parish Guide be published in June 2019 after the elections. It was noted that the publishers require editorial and photographs one month prior to the publication date. Cllr D Bramer agreed to lead on this.

Action: Cllr D Bramer

Item 12 **Defibrillator for the north end of the village**

PP.67 Cllr McTavish circulated information on defibrillators with costs to be considered. Members discussed various ways of fundraising and it was suggested the parish council contact local businesses to ask for their support.

Cllr McTavish proposed a motion to agree to send a letter to local businesses asking if they will contribute towards a defibrillator to be sited within a cabinet to be installed at the north end of the village. This was seconded by Cllr Buchanan and all voted in favour.

Action: Cllr McTavish/Clerk

Item 13 **Financial Matters**

13.1 To approve the Planning and Projects Committee schedule of payments in accordance with Financial Regulations 5.2 (Appendix 1)

PP.68 The above schedule of payments had previously been approved.

13.2 To note the Planning and Projects Committee expenditure up to 12.03.19

PP.69 Members noted the above.

Item 14 **Correspondence List**

PP.70 Members noted the correspondence list.

14.1 To note correspondence received from resident via Facebook page and consider a response

PP.71 Members noted the above. Suggestions were considered and Cllr McTavish volunteered to draft a response to the resident in conjunction with the clerk.

Action: Clerk/Cllr McTavish

14.2 To consider the council putting forward a venue for Kent Arts and Workshops

PP.72

Discussions followed and Cllr McTavish asked the clerk to forward the contact details for St. Johns Centre to Kent Arts and Wellbeing as this was considered to be an appropriate venue for the workshop.

Action: Clerk

14.3 To note Kent Resilience Forum – Household Emergency Plan

PP.73

Members noted the above. It was agreed the Household Emergency Plan would be publicised on all the Social Media accounts, Meopham Mercury and Meopham Review. A poster is to be prepared to include website details for the plan with a note to contact the parish office if a paper copy is required.

Action: Clerk

Meeting closed at 9.05pm

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Appendix 1PROJECTS AND PLANNING EXPENDITURE - FROM 04.10.18 to
06.03.19

CHQ	DATE	PAYEE	DETAILS	GROSS	VAT	NET
2227	18.10.18	Highview Tree Services	Install Banners - Picnic	£30.00		£30.00
2245	09.11.18	The Friends of Meopham Church	Christmas Fayre – Stall Fee	£15.00		£15.00

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