

Meopham Parish Council
Minutes of Planning & Projects Committee
held on Tuesday 17th March 2020 at 7.30pm
in the Windmill, Meopham Green

Committee Members present: Cllrs D Bramer (Vice Chairman), M Bramer, S Gofton, J McTavish (Chairman), A Rose, B Wade

In attendance: N Jerram (Clerical Assistant)

Cllr McTavish welcomed members to the meeting and explained that due to the current coronavirus situation, items on the agenda hi-lighted in red are to be deferred.

Item 1 **To receive Apologies for Absence**

PP.67 Apologies were received from Cllr Buchanan

Item 2 **To receive Declarations of Interests**

PP.68 There were no declarations of interest.

Item 3 **To approve minutes of previous meeting (08.10.19)**

PP.69 Cllr M Bramer pointed out an error under Committee Members Present: (Vice Chairman) was typed incorrectly after his name. Cllr McTavish asked for this error to be amended and then the minutes of the meeting held on the 08.10.19 were approved as a true record on a proposal by Cllr M Bramer, seconded by Cllr D Bramer and all members voted in favour.

Action: Clerk

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

PP.70 There were no matters arising.

Item 5 **Consultations**

5.1 KALC Survey, deadline 27.03.20

PP.71 Cllr McTavish proposed delegating authority to the clerk to respond in conjunction with the Chairman or Vice Chairman of P&P Committee. This was seconded by Cllr Wade and all voted in favour.

Action: Clerk/Chairman/Vice Chairman

5.2 LTC Supplementary Consultation Notice, deadline 25.03.20 – Cllr Luxford to report

PP.72

Cllr Luxford's response to the consultation had been circulated previously to members. Discussions followed and Cllr McTavish proposed subject to one or two minor amendments to accept the paper Cllr Luxford has written as the Parish Council's response to the latest consultation from Highways England on the Lower Thames Crossing. This was seconded by Cllr Rose and all voted in favour.

Action: Clerk/Cllrs Luxford/McTavish

5.3 NALC Toilet Tax Campaign survey, deadline 01.05.20

PP.73

Cllr McTavish proposed delegating authority to the clerk to respond in conjunction with the Chairman or Vice Chairman of P&P Committee. This was seconded by Cllr Wade and all voted in favour.

Action: Clerk/Chairman/Vice Chairman

Item 6

Highways Issues

6.1 Parking and Traffic Issues Working Group – Update from meeting

PP.74

Cllr McTavish informed members that the Minutes taken by Cllr Ogden of the last meeting held on 02.03.20 would be circulated by email shortly.

Action: Cllr Ogden

6.2 Speedwatch Scheme in Meopham – Update

It was noted that due to present circumstances the above item is to be deferred

6.3 Update from meeting with KCC Highways on Culverstone flooding

PP.75

Cllr A Rose attended the meeting with Highways and reported on the following points of discussion:

- Proposed survey of area to investigate the possibility of increasing drainage capacity
- Flow of water improvements for residents
- Soakaways and larger drains
- Unadopted roads
- Water table
- Planings

Members discussed and agreed the problems for the area are ongoing and would be monitored. Cllr McTavish thanked Cllr Rose for his report.

Item 7 **Community Festivities/Events**

7.1 Picnic on the Green – Update from Working Group

PP.76 Cllr McTavish reported that no money has been spent on the picnic to date. Booking attractions is currently on hold until further notice.

7.2 VE Day – 8th to 10th May 2020 - Update from Cllr Wade on VE day celebrations

PP.77 There is no national directive at the present time on whether VE Day celebrations are to be cancelled or postponed. Cllr Wade confirmed that no money has been spent to date on the events planned on Meopham Green. Members thanked Cllr Wade for all the work she has carried out so far.

Item 8 **Meopham Parish Council Award – to clarify if this is to be a one off or annual award and agree what is to be presented**

It was noted that due to present circumstances the above item is to be deferred

Item 9 **Community Right to Bid – To consider and agree, if appropriate, to draw up a list of properties MPC might register as an Asset of Community Value**

It was noted that due to present circumstances the above item is to be deferred

Item 10 **Local Plan – Update from meeting with Councillor Sangha**

PP.78 Cllr McTavish gave an update. It was noted that Cllrs Buchanan, Ogden and McTavish met with Cllr Sangha from GBC (Cabinet Leader for Planning and Development) in February. The Local Plan Consultation has now been moved to April but whether it will go ahead in the present circumstances is uncertain at this time.

Item 11 **Affordable Housing**

It was noted that due to present circumstances the above item is to be deferred

Item 12 **Parish Plan**

It was noted that due to present circumstances the above item is to be deferred

Item 13 **Over 60's Guide**

It was noted that due to present circumstances the above item is to be deferred

Item 14 **BT Telephone Kiosk and Defibrillator – Update**

PP.79

Cllr McTavish updated members on her discussions with CHT (Community Heartbeat Trust). Members noted additional funding is needed to proceed and agreed to wait until the end of the current financial year to see if there is any money left over in the budget. Cllr Rose then proposed a motion to go ahead with the purchase and installation of an unlocked defibrillator and cabinet at the station and to work with CHT, subject to funds being available. This was seconded by Cllr Gofton and all voted in favour.

Action: Clerk/Cllr McTavish

Item 15 **NALC Bulletin - To consider MPC becoming a dementia friendly parish council and the steps involved in this**

It was noted that due to present circumstances the above item is to be deferred

Item 16 **Local Council Award Scheme**

It was noted that due to present circumstances the above item is to be deferred

Item 17 **Financial Matters**

17.1 To approve the Planning and Projects Committee schedule of payments in accordance with Financial Regulations 5.2

PP.80

All payments had been previously agreed.

17.2 To note the Planning and Projects Committee expenditure up to 17.03.20

PP.81

Members noted the above

Item 18 **To note Correspondence List**

PP.82 Members noted correspondence list

18.1 Rural/Market Towns Group – to consider and agree, if appropriate, to recommend to FC for approval

PP.83 Discussions followed and on a proposal by Cllr McTavish, seconded by Cllr D Bramer, all members voted not to proceed at the present time. The clerk was asked to respond accordingly.

Action: Clerk

Meeting closed 8.15pm

DRAFT

Appendix 1**P&P Meeting - 17.03.2020****MPC CHEQUE CASHBOOK 2019-2020 (Lloyds Bank Treasurer's Account)**

CHQ	DATE	PAYEE	DETAILS	GROSS	VAT	NET
2334	21.10.19	Meopham Windmill Trust	donation from picnic event	£196.00		£196.00
2335	23.10.19	Meopham Village Hall	Hall hire - NHS consultation public meeting	£32.00		£32.00
2336	29.10.19	Crayzee Barn Limited	Christmas Tree - 2018 (reduced from £280 to £180 due to complaint)	£180.00		£180.00
2346	09.12.19	WE Harris & Sons	Christmas Tree - 2019	£216.00	£36.00	£180.00

MPC CASHBOOK 2019-2020 (Lloyds Bank Treasurers accounts - Debit card)

021/181219	18.12.19	Royal Mail	Postage for parish guide	£600.00	£100.00	£500.00
------------	----------	------------	--------------------------	---------	---------	---------