

Meopham Parish Council
Minutes of Planning & Projects Committee
held on Tuesday 30th January 2018 at 7.30pm
in the Windmill, Meopham Green

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

In attendance: N Jerram (Clerical Assistant), 1 member of public

Cllrs McTavish welcomed everyone to the meeting. The meeting started late at 7.40pm due to a prior extraordinary full council meeting running over time.

Item 1 **To receive Apologies for Absence**

PP.99 Apologies were received from Cllr Gofton and Cllr Luxford (holiday)

Item 2 **To receive Declarations of Interests**

PP.100 There were no declarations of interest.

Item 3 **To approve minutes of previous meeting (14.11.17)**

PP.101 The minutes of the meeting held on the 14.11.17 were approved as a true record of the meeting on a proposal by Cllr Buchanan and seconded by Cllr M Bramer. All voted in favour.

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

PP.102 **Item 5, PP.74** – Cllr McTavish confirmed that the Parking Issues Working Group did not donate to the Community Warden Christmas road safety event due to timing, but would consider again next year.

Item 5 **Highways Issues**
5.1 Parking Issues - Working Group Update

PP.103 Cllr McTavish reported that 17 parking signs depicting artwork from local schools are being installed in the village and flyers have been distributed to various key locations. The next Working Group meeting is scheduled for 12th February when the group will be considering suggestions received from residents and shop owners.

5.2 Update on traffic concerns on the A227

PP.104

Cllr Buchanan updated members on the meeting she attended with Borough Councillor Bryan Sweetland and officers and members of KCC. She confirmed that KCC highways are aware of the traffic issues through the village and have surveyed areas of concern highlighted by residents and the parish council. Highways will be carrying out an ATC (Automatic Traffic Count), this will provide useful information on speed and vehicle clarification. Discussions were also held on reinstating a speed camera on Wrotham Road and a 'trixie' mirror at the exit of Camer Parade. A follow up meeting will be held in 2-3 months time.

Item 6

6 Bus Shelters

6.1 Update regarding Service Contractor's quote for maintenance/repairs

PP.105

Members discussed the above and Cllr McTavish proposed a motion that the service contractor carry out the vegetation removal only around the bus shelters under adhoc work with the prospect of applying for a grant for the repairs needed, this was seconded by Cllr Buchanan and all voted in favour.

PP.106

The above motion was then discussed again at the end of the meeting and amended as follows:

Members agreed that the service contractor carry out the vegetation removal and repairs to certain bus shelters within the parish under adhoc work as per his quotation. This motion was proposed by Cllr McTavish, seconded by Cllr Buchanan and all members voted in favour.

Action: Clerk

6.2 To discuss email received from resident regarding 308 bus route

PP.107

Discussions followed and members agreed that the clerk provide the resident with the relevant contact at Arriva Bus Services to register her concerns and the parish council would also contact Arriva to find out if there is a proposal to reduce the bus service.

Action: Clerk

Item 7

Local Plan Core Strategy

7.1 Update on the Cabinet Meeting

PP.108

Cllr McTavish confirmed to members that the Local Plan would be going to Cabinet on 26th February 2018. A consultation document for residents will be

distributed to every house in the borough over a 12 week period commencing in March 2018. Members agreed that the parish council would have a meeting following the consultation.

Item 8 **Lower Thames Crossing**

PP.109 Members discussed a meeting to be set up with LTC and the parish council and agreed that the clerk find out when the traffic data will be available for the A227. If data is not going to be available within the next 4 weeks, arrangements to still go ahead for a meeting.

Action: Clerk

Item 9 **Affordable Housing - Update**

PP.110 Cllr McTavish reported that the Housing Development Manager had been in contact with planners and a development company working on behalf of Moat Housing. A development company is due to visit proposed sites in Meopham next week, following which the Housing Department will give feed back to the parish council.

Item 10 **Community Festivities/Events**

10.1 Picnic on the Green – Working Group Update

PP.111 Cllr McTavish confirmed that the Working Group will be meeting on 7th February. Cllr M Bramer suggested the date planned for the event is publicised soon so that the parish office can commence bookings.

10.2 A Nations Tribute & WW1 Beacons of Light 11th November 2018 - Update

PP.112 No update. Members agreed that the clerk find another contact to proceed with this event.

Action: Clerk

10.3 To discuss whether MPC will organise an event to commemorate the anniversary of the end of WW1 and agree who will action this

PP.113 Members discussed the above and Cllr Wade suggested contacting local schools to find out if they have any arrangements in place. Members also spoke of contacting residents in sheltered housing and the borough councillors for their support. Cllr Wade volunteered to draft a letter with Cllr Luxford to go out to schools from the parish office.

Action: Cllrs Luxford/Wade

10.4 To note the damage to the Christmas tree lights and agree to purchase new lights from the festivities budget

PP.114 Cllr Wade informed members that the Christmas tree lights had been vandalised between Christmas and New Year. On a proposal from Cllr McTavish, seconded by Cllr Buchanan, all members agreed to the purchase of new lights from the festivities budget.

Action: Clerk

Item 11 **Defibrillators – To discuss email received from resident requesting a defibrillator to be located at the north end of the village**

PP.115 Members discussed the email and agreed the parish council look into funding available for a defibrillator to be located at the north end of the village. Members asked the clerk to find out from BT if the telephone kiosk near the station was in working order, if not connected this is a possible site to house a defibrillator. Other locations discussed were outside the Pharmacy at Neville Parade or on the wall outside the station ticket office.

Action: Clerk

Item 12 **Community Action Team - update**

PP.116 No update. Cllr McTavish will report at next meeting when spoken to the CAT chairman.

Item 13 **Consultations Received:-**
13.1 DfT Consultation – Proposals for the Creation of a Major Road Network – Deadline for comments 19th March 2018

PP.117 Members discussed and Cllr D Bramer suggested MPC respond to KALC on concerns for villages located around M20/M2 area and what improvements can be made to their situation. Cllr McTavish asked Cllr D Bramer to liaise with the clerk on correspondence to be submitted to KALC.

Action: Cllr D Bramer/Clerk

Item 14 **Parish Guides – Over 60's Guide**

PP. 118 Cllr McTavish confirmed that the first meeting to discuss editorial on the above was scheduled for Monday 5th February.

Item 15 **Financial Matters**

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

PP.119 Members noted the above. All payments had previously been approved.

15.2 To note the Planning and Projects Committee expenditure up to 2017/2018

PP.120 Members noted expenditure.

Item 16 **Correspondence - to note correspondence received**

PP.121 Members noted correspondence list. Cllr McTavish referred to correspondence received regarding a breach of planning development in Culverstone Valley. Members agreed that the correspondence should be forwarded to Borough Councillors to liaise with GBC Enforcements to clarify what action is being taken.

Cllr McTavish thanked everyone for attending the meeting.

Meeting closed at 9.15pm

Appendix 1

CHQ	DATE	PAYEE	DETAILS	GROSS	VAT	NET
P&P Meeting – 30.01.18						
2013	16/01/2018	Element UK Limited	Bus Shelter Cleansing – 21/12/17	£205.80	£34.30	£171.50
2014	16/01/2018	Signs Express	Signs x 6 – Parking Campaign	£185.21	£30.87	£154.34
2020	30/01/2018	Signs Express	Signs x 11 – Parking Campaign	£298.85	£49.81	£249.04