

Meopham Parish Council
Minutes of Planning & Projects Committee
held on Tuesday 19th September 2017 at 7.30pm
in the Windmill, Meopham Green

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

In attendance: N Jerram (Clerical Assistant), 2 members of public

Cllrs McTavish welcomed everyone to the meeting and advised that the meeting was being recorded.

Item 1 **To receive Apologies for Absence**

PP.35 Apologies were received from Cllr Gofton

Item 2 **To receive Declarations of Interests**

PP.36 There were no declarations of interest.

Item 3 **To approve minutes of previous meetings (13/06/17) & (25/07/17)**

PP.37 The minutes of the meeting held on the 13.06.17 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.

PP.38 The minutes of the meeting held on the 25.07.17 were approved as a true record of the meeting on a proposal by Cllr Buchanan and seconded by Cllr Wade. All voted in favour.

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

PP.39 **Minutes dated 13.06.17** - Pg 2, P104 - No information had been received from the Scouts District Commissioner to date. Members agreed a letter be sent to the DC confirming that MPC are keen to proceed with arrangements for the lighting of the Beacon at Hopehill Scouts for 'A Nations Tribute' 11/11/18. **Action: Clerk**

PP.40 **Minutes dated 13.06.17** - Pg 2, PP9 - Speed Watch
Members agreed to review this at a later date.

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Item 5 **Highways Issues**

5.1 Update from Working Group meeting - Parking Issues

PP.41

Cllr D Bramer congratulated everyone involved in the Working Group on their hard work and Cllr McTavish thanked everyone for their input during her absence over the summer months. Members discussed the success of the parking issues competition and the positive relationship which has been built with local schools by involving the schools in the campaign.

PP.42

Discussions followed on approving expenditure for the Working Group to continue and on a proposal from Cllr D Bramer, seconded by Cllr Luxford, all voted in favour to authorise the working group to spend up to the maximum figure of the grant received from KCC subject to the parish council's normal processes when receiving grants.

PP.43

Cllr McTavish suggested the clerk write to GBC informing them of the Working Group set up by MPC and the parking issues campaign. All members agreed to this action. **Action: Clerk**

5.2 To note the correspondence received from a resident concerning traffic concerns on the A227

PP.44

On a proposal by Cllr Wade, seconded by Cllr Buchanan, all members agreed to suspend standing orders to allow a member of the public to speak.

PP.45

A resident spoke regarding her concerns about the increase in the volume of traffic using the A227 and dangerous parking by some motorists in Meopham. Discussions followed on the Working Group set up by MPC which is addressing parking issues in Meopham and KCC Highways and GBC have been made aware of residents' concerns.

PP.46

Cllr Luxford gave an update on plans for the Lower Thames Crossing. Cllr Luxford is attending LTC Forum meetings regularly on behalf of MPC. Serious concerns have been highlighted to Highways England regarding the impact on the A227 and questions raised on the implications of the infrastructure proposed for LTC on Meopham and the A227.

PP.47

Cllr McTavish suggested a meeting be arranged with Highways and the Police. Members agreed that the clerk look into arranging a meeting on traffic issues with both parties and to speak to the Borough Councillor for advice. **Action: Clerk**

8.15pm – 2 members of public left the meeting.

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PP.48 Standing Orders were then reinstated.

5.3 To note the correspondence received regarding the A2 Bean and Ebbsfleet preferred route announcement

PP.49 Members noted correspondence.

5.4 To note the KCC Highways Seminar on 23/10/17 and attendance by MPC member

PP.50 Members noted the date and Cllrs Bramer and Buchanan confirmed they would be attending.

Item 6 **Bus Shelters**

6.1 To note the response from Highways regarding vegetation around certain bus shelters

PP.51 Cllr McTavish read out the response from Highways regarding registered and unregistered land around certain bus shelters in the village. Cllr McTavish proposed a motion that the clerk write to the adjacent residents asking if they could cut back the vegetation in question. This was seconded by Cllr Wade and all voted in favour. **Action: Clerk**

6.2 To consider carrying out a survey by members of all the parish owned bus shelters, so any potential work can be identified and considered for any future grant applications in 2018.

PP.52 Members discussed and agreed that a list of bus shelters be circulated to councillors to survey and report any potential work needed to the parish office. **Action: Clerk**

Item 7 **Local Plan Core Strategy - update**

PP.53 Cllr McTavish read out an email from GBC informing members that the Local Plan consultation documents will be published in October 2017.

Item 8 **Lower Thames Crossing – update**

PP.54 Members agreed that this had been covered under **Item 5, 5.2. PP.46**

Item 9 **Affordable Housing**

9.1 To note that a meeting has been arranged with Gravesham Borough Council for 27/09/17 and to agree agenda items

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PP.55 Members noted the date of the meeting and discussed agenda items to be forwarded to GBC. Cllr McTavish said she would finalise the items and inform the clerk accordingly.

Item 10 **Community Festivities/Events**

10.1 Picnic on the Green .

- **To note the feedback from the 2017 event**
- **To note the successful grant application for Picnic on the Green 2017**

PP.56 Members agreed that the Picnic on the Green had been very successful and councillors who attended reported that it was a very enjoyable day. Members noted that positive feedback had been received from members of the public and noted the success of the grant application obtained from KCC which will cover all the costs of the picnic.

10.2 To consider community festivity events for 2018

PP.57 Members considered 'Gourmet on the Green' for next year and discussed other ideas. It was agreed that following the success of 'Picnic on the Green' it would be organised again for next year. Cllr McTavish proposed a motion to defer 'Gourmet on the Green' and to go ahead with 'Picnic on the Green', this was seconded by Cllr Buchanan and all members voted in favour. Cllr McTavish thanked everyone involved in the organisation of 'Picnic on the Green'

Cllr Wade felt it appropriate that an event be organised to commemorate the anniversary of the end of the 1st WW and members agreed this would be looked into. Cllr Luxford said she would liaise with Meopham Historical Society. **Action: Cllr Luxford**

10.3 Harvel 'Pop Up Café - to discuss the future of this event

PP.58 Cllr M Bramer reported that the 'Pop Up Café' had been very well supported and Harvel Village Hall Residents Association were keen to continue with this event. Members discussed the possibility of MPC making a donation to help HVH with their initial start-up costs. Cllr M Bramer proposed a motion that MPC donate £100 to Harvel Village Hall from the Festivities Budget for their start-up costs, this was seconded by Cllr Buchanan, 3 voted in favour, 1 voted against and there were 2 abstentions. The motion was therefore agreed.

Item 11 **Community Action Team - update**

PP.59 Cllr D Bramer reported that the last CAT meeting had been cancelled and the next was scheduled for 27th September. The Chairman of CAT had reported that they had drawn up a questionnaire for parishioners to complete and the website

was in the process of being completed. Cllrs D Bramer and McTavish confirmed that they would be attending the next meeting on the 27th September.

Item 12 **Consultations Received:-**

12.1 KCC Local Flood Risk Management Strategy 2017-2023 – consultation ends on 08/10/17

PP.60 Members agreed not to respond on the above consultation.

12.2 South East Water draft drought Plan 2017 – consultation ends on 29/10/17

PP.61 Members agreed not to respond on the above consultation.

12.3 Department of Digital, Culture, Media and Sport - the design of Broadband Universal Service Obligation – consultation ends on 5/10/17

PP.62 Members discussed and agreed to respond to NALC on the above consultation supporting the aims but advising MPC do not have the technical expertise to comment.

12.4 Dartford Borough Council – Statement of Community Involvement – consultation ends on 20/10/17

PP.63 Discussions followed and members agreed that MPC respond to the above consultation in support of their aims.

Item 13 **Parish Guides**

13.1 To consider the request from SB Publishing to approve the publication of a new Parish Guide for publication in 2018

PP.64 Members agreed that the publication of a new Parish Guide should be deferred for one year. Cllr McTavish asked if the clerk would find out from SB Publishing what the lead in time is for publication the following year. **Action: Clerk**

13.2 To consider whether we update the Over 60's Guide in 2018 and how the guide should be funded

PP.65 Members discussed and agreed that the Over 60's Guide be updated next year and that it should be a Parish Council venture. Further discussion followed on looking into grants available to fund the guide. Cllr McTavish proposed a motion that MPC take on the production and publication of the Over 60's Guide to

be updated next year, this was seconded by Cllrs D Bramer, 5 voted in favour, with 1 abstention.

Item 14 **Financial Matters**

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

PP.66 Cllr Buchanan proposed a motion to approve the above Schedule of Payments, (appendix 1) this was seconded by Cllr M Bramer and all voted in favour.

14.2 To note the Planning and Projects Committee expenditure up to August 2017

PP.67 Members noted.

Item 15 **Correspondence - to note correspondence received**

PP.68 Members noted correspondence list.

Cllr McTavish gave her thanks to Cllr D Bramer for chairing the P&P Committee Meetings in her absence.

Meeting closed at 9.50pm

Appendix 1

CHQ	DATE	PAYEE	DETAILS	GROSS	VAT	NET
1903	14/07/2017	John Ogden	Reimbursment for WH Smith Vouchers - Competition prizes for parking poster	£120.00		£120.00
1912	08/08/2017	MR WCJ Sherwood	Picnic on the Green - Jazz band	£300.00		£300.00
1913	08/08/2017	Mike Ingham	Picnic on the Green - Magician	£180.00		£180.00
1919	17/08/2017	S Eggesden	Picnic - Laminating A3 Posters/First Aid fee	£71.00	£3.50	£67.50