

Minutes of a meeting of **Full Council**
held on Tuesday **18th October 2016** at 7:30 pm
at Meopham Village Hall

Present: Cllrs Buchanan, (Chairman), D Bramer, M Bramer, S Gofton,
P Hasler, P Luxford, D Powell, R Knott, J Ogden (Vice) and B
Wade

In attendance: M. Cason, Community Warden, 2 Members of the Public, Borough Cllr J
Burgoyne, County Cllr Bryan Sweetland, K Dare and G Willsher (M&DFG),
Mrs N Jerram (Clerical Assistant)

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

Item 1: Apologies for absence

C.54 There were apologies from Parish Councillors, Howard (business commitment), and McTavish (holiday). Apologies were also received from Borough Councillor D Shelbrooke.

Item 2: Declarations of Interest

C.55 There were no declarations of interest.

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

8.15pm County Cllr Bryan Sweetland left the meeting.

Item 3: To approve minutes of the previous meetings (19.07.16, and 06.09.16)

C.56 The minutes of the meeting held on 19.07.16 were approved as a true and correct record on a proposal by Cllr Ogden and seconded by Cllr Hasler. 9 voted in favour with 1 abstention. The minutes of the meeting held on 06.09.16, were approved as a true and correct record on a proposal by Cllr Ogden and seconded by Cllr Hasler. 9 voted in favour with 1 abstention.

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

C.57 Draft minutes 19.7.16 page 14, C.49 the word 'have' to be inserted into text. Page 6, C.33 Cllr Ogden informed members of the Judson's Pavilion funding meeting arranged for 24th October 2016.

Item 5: To consider and make recommendations on Planning Applications

C.58

2016/0842 LONG GORSE SHAW, WOODHILL, MEOPHAM DA13 0DJ

Demolition of existing stable block and erection of detached double garage.

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

2016/0750 MEOPHAM VALLEY VINEYARD, MEOPHAM GREEN DA13 0PY

Erection of a barn to provide additional storage, workshop, office, winery, staff room and w.c. meeting room for visitors to the vineyard, hardstanding for parking and turning.

On a proposal by Cllr Powell and seconded by Cllr Hasler, it was agreed by all members that Meopham Parish Council would defer from commenting on the above application until further information was received from Gravesham Borough Council, upon which a site visit would be arranged for all councillors to attend.

Cllr Powell expressed the importance of circulating details of contentious planning applications to all councillors in advance of the meeting date on which they are to be discussed.

A motion to suspend Standing Orders was proposed by Cllr Buchanan, seconded by Cllr Ogden and all voted in favour. The Chairman invited Ken Dare (M&DFG) to speak. Standing Orders were then reinstated.

8.30pm Mandy Cason – Community Warden left the meeting

2016/0885 3 SILVER BIRCH AVENUE, MEOPHAM, DA13 0TP

Erection of an infill side extension.

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

2016/0773 GRAVEL HILL SHAW, LEYWOOD ROAD, MEOPHAM DA13 0UH

Application for minor material amendment to planning permission reference no. 20120372 for the demolition of existing dwelling and erection of a detached single storey three bedroom dwelling with cellar to provide a plant room; to allow

conversion of part of the roof space into an additional bedroom with en-suite bathroom, using three flush roof lights and omission of the proposed cellar.

No objection was proposed on a motion by Cllr M Bramer. This was seconded by Cllr Wade, 8 voted in favour with 2 abstentions.

2016/0735 COSSINGTON, DENESWAY, MEOPHAM, DA13 0EA

REVISED PLAN Erection of a two storey side extension to form a garage, shower-room and study at ground floor, master bedroom with en-suite shower room at first floor, and erection of a single storey rear extension to form an enlarged lounge and dining room. Conversion of the existing garage to a reception room.

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

2016/0915 5 POPLAR WALK MEOPHAM DA13 0EB

Erection of a single storey front extension.

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

Item 6: To welcome Cllr Luxford and to approve her appointment to the Planning & Projects Committee:

C.59 Cllr Buchanan welcomed new Cllr Pat Luxford to the Council. On a motion proposed by Cllr Buchanan and seconded by Cllr Ogden, all voted in favour of her appointment to the Planning & Projects Committee.

Item 7: To receive and note minutes of and/or to determine recommendations made by Standing Committees:

7.1 *Environment & Amenities Committee Meeting: 06.09.16*

C.60 Minutes were received and noted by members

7.2 *Planning & Projects Committee Meeting: 26.08.16 and 20.09.16*

C.61 Minutes were received and noted by members. Committee members had agreed to bring the meeting forward on 20.09.16 to 2pm to allow members to attend the local plan meeting in the evening at Gravesham Borough Council.

Cllr Powell raised an objection to the change of time from an evening meeting to

daytime of the P&P meeting held on 20.09.16 and would be issuing a formal complaint.

7.2.1 To receive the minutes from the Parish Action Team Meetings on 05.09.16 and 21.09.16

C.62 Members received and noted minutes.

7.3 Administration and Resources Committee Meeting: 04.10.16

7.3.1 To consider and approve that £3000 is transferred from the reserves to the salary budget for the pension scheme for October 2016 to March 2017 on a recommendation from the Administration and Resources Committee

C.63 On a proposal by Cllr M Bramer and seconded by Cllr Ogden, all members voted in favour of the above motion.

7.3.2 To consider and approve the mileage rate for staff is increased from 40p per mile to 45p per mile for the first 10,000 business miles with immediate effect on a recommendation from the Administration and Resources Committee

C.64 On a proposal by Cllr M Bramer and seconded by Cllr Ogden, all members voted in favour of the above motion.

7.3.3 To consider and approve that a policy for councillors is put in place for mileage on a recommendation from the Administration and Resources Committee

C.65 Members discussed the ruling of councillors claiming mileage inside and outside of the parish. On a proposal by Cllr Buchanan and seconded by Cllr Ogden all members voted in favour of the policy being referred back to the Administration and Resources committee for re-discussion.

7.4 Judson's Pavilion Committee Meeting: 21.09.16

C.66 Members noted the minutes. Cllr Ogden spoke of submitting a grant application to the Allan Willett Foundation which was to be discussed at the trustees meeting the following day. Cllr Powell acknowledged the hard work Cllr Ogden had done in looking into funding for this project.

Item 8: **To receive reports from Parish Council representatives on external bodies:**

C.67 Age UK – Cllr Knott informed members that they need more drivers.

C.68 Clay Cottages Trust – Cllr Knott reported there are only 2 people left on the committee which may have to close down.

C.69 CPRE – Cllr Gofton reported that she is in contact with the local representative who keeps her informed of green belt and local issues.

- C.70** GROWC – Cllr Buchanan invited Cllr Luxford to represent Meopham Parish Council at future meetings. This motion was proposed by Cllr M Bramer, seconded by Cllr Ogden and all voted in favour.
- C.71** Gravesham Rural Forum – Cllr M Bramer informed members that the last meeting was cancelled but he will be attending the next meeting to discuss funding for parish office improvements.
- C.72** Harvel Village Hall Management Committee – Cllr M Bramer reported that festivities for Christmas were discussed at the last meeting.
- C.73** KALC – Cllr Buchanan informed members that Cllr Ogden and herself will be attending the next meeting in November.
- C.74** Meopham Village Hall Management Committee – Cllr Knott informed members she was unable to attend the meeting due to illness but reported lack of sponsors for ‘sponsor a tile’ for the new roof was disappointing.

Item 9: **Arrangements for Remembrance Sunday (13.11.16) 3pm**

- C.75** Cllr Buchanan informed members the council would be providing the wreath and organising the sound system and the Salvation Army citadel band. The marshals on the day will be Cllrs Hasler, Howard, M Bramer, and D Bramer. Cllr Buchanan thanked the members for volunteering.

9.30pm – 2 members of the public left the meeting

Item 10: **Financial Matters**

10.1 To note Meopham Parish Council’s Income and expenditure up to the 11.10.16

- C.76** This was noted by members

10.2 To approve the schedule of payments in accordance with Financial Standing Order 5.2

- C.77** The schedule of payments was noted only as all payments were contracts or previously approved.

10.3 To note Meopham Parish Council’s completed Annual Return for 2015/16

- C.78** Noted by all members. Cllr M Bramer informed members that Section 3 should be displayed on the parish website.

10.4 To note the setting up of a savings account with Natwest and to approve the transfer of £75,000 to this account.

- C.79** Members noted the above. On a proposal by Cllr Powell and seconded by Cllr

Luxford, all voted in favour to approve the above transfer.

9.40pm Ken Dare and Gillian Willsher (M&DFG) left the meeting.

Item 11: To note correspondence received

C.80 Members noted correspondence list.

Closed Session

Pursuant to Section 1(2) of the Public Bodies Admission to Meetings Act) 1960, that due to the confidential nature of the next items the public and press will be asked to leave the meeting

Item 12: To receive and consider the revised quotations submitted for work on the edging of the wetpour at Judson’s Recreation Ground and approve a contractor

C.81 Members discussed the quotations received. On a motion proposed by Cllr Hasler and seconded by Cllr Ogden, all members voted in favour of instructing Abacus Playgrounds to carry out the repairs.

Item 13: To receive a report from the Complaints Committee

C.82 The Chairman read out the Complaints Committee conclusion and recommendations to members.

The meeting closed at 09:45 pm.