

**Meopham Parish Council**  
**Minutes of Meeting of a Planning & Projects Committee**  
**held on Tuesday 15<sup>th</sup> November 2016 at 7.30pm**  
**in the Windmill, Meopham Green**

**Committee Members present** Cllrs McTavish (Chairman) D Bramer (Vice Chairman),  
M Bramer, Buchanan, Gofton, Knott

**In attendance:** Mrs N Jerram (Clerical Assistant), Cllrs Wade, Powell,  
Borough Cllr Burgoyne

**Item 1** **To receive Apologies for Absence**

**P.53** Apologies were received from Cllr Luxford

**Item 2** **To receive Declarations of Interests**

**P.54** There were no declarations of interest.

**Item 3** **To approve minutes of previous meetings (26/08/16) (20/09/16)**

**P.55** The minutes of the meeting held on the 26/8/16 were approved as a true record of the meeting on a proposal by Cllr D Bramer and seconded by Cllr Gofton. All voted in favour.

**P.56** The minutes of the meeting held on the 20/9/16 were approved as a true record of the meeting on a proposal by Cllr M Bramer and seconded by Cllr Buchanan. All voted in favour.

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

Members noted the following:

**P.57** Minutes 26/8/16 – Page 12, P.27. Planning Officer at GBC explained criteria for displaying site notices for general public viewing as follows:  
“Major or contentious applications or if landowners are not known, at the discretion of planning officer”

Discussions followed on asking the planning officer to attend the next Full Council meeting (13.12.16) to answer questions like the above. Cllr McTavish asked if the clerk could contact GBC and arrange this. All members agreed to this action.

***Action: Clerk***

**Item 5**      **Planning Applications**

**5.1 To consider and make recommendations on Planning Applications:**

<p><b>2016/0923</b></p>	<p><b>Old Barn Bungalow Priestwood Road, Meopham, DA13 0DJ</b></p> <p>Erection of a detached double garage at the side.</p> <p>Cllr M Bramer proposed a motion of no objection, this was seconded by Cllr Knott and all members voted in favour.</p>
<p><b>2016/0707</b></p>	<p><b>***REVISED PLANS*** White Horse Riding Centre, White Horse Lane, Harvel DA13 0UE</b></p> <p>Construction of a horse walker and lunging ring.</p> <p>Cllr M Bramer proposed a motion of no objection, this was seconded by Cllr Buchanan and all members voted in favour.</p>
<p><b>2016/0940</b></p>	<p><b>2 Tradescant Drive, Meopham, DA13 0EE</b></p> <p>Erection of rear and front first floor extensions.</p> <p>Cllr McTavish proposed a motion of no objection, this was seconded by Cllr M Bramer and all members voted in favour.</p>
<p><b>2016/0957</b></p>	<p><b>9 Tradescant Drive, Meopham, DA13 0EL</b></p> <p>Erection of single storey rear extension incorporating the continuation of the parapet wall across the existing single storey rear extension.</p> <p>Cllr Gofton proposed a motion of no objection, this was seconded by Cllr McTavish and all members voted in favour.</p>
<p><b>2016/0733</b></p>	<p><b>Barnsfield, Norwood Lane, Meopham, DA13 0YF</b></p> <p>Erection of one replacement stable block and one tractor shed.</p> <p>Cllr McTavish proposed a motion of no objection subject to neighbour consultation and planning policy, this was seconded by Cllr D Bramer and all members voted in favour.</p>

<p><b>2016/0961</b></p>	<p><b>4 The Medlars, Meopham, Kent, DA13 0HD</b></p> <p>Erection of single storey side and rear extension to form enlarged garage, shower/utility room and kitchen/diner.</p> <p>Cllr Knott proposed a motion of no objection, this was seconded by Cllr Gofton and all members voted in favour.</p>
<p><b>2016/1041</b></p>	<p><b>59 NURSERY ROAD, MEOPHAM, KENT DA13 0NE</b></p> <p>Erection of single storey rear and side extension.</p> <p>Cllr McTavish proposed a motion of no objection, this was seconded by Cllr Buchanan and all members voted in favour.</p>
<p><b>2016/0953</b></p>	<p><b>LONDIS, 11 THE PARADE, WROTHAM ROAD, DA13 0JL</b></p> <p>Application for the removal of condition 4 attached to planning permission reference number 20150384 for change of use from A1 retail to A3/A5 use and installation of extractor flue pipe on the side elevation; to allow deep fat frying and the retention of the existing ventilation extraction system.</p> <p>Cllr Wade proposed a motion of objection on the grounds of noise, pollution and food smells and possible disturbance to neighbours. This was seconded by Cllr McTavish and all members voted in favour.</p>
<p><b>2016/1040</b></p>	<p><b>19 WILLOW WOOD ROAD, MEOPHAM DA13 0QT</b></p> <p>Erection of a part two storey and part single storey side extension to form replacement garage, lounge and hall with two bedrooms and bathroom at first floor level.</p> <p>Cllr M Bramer proposed a motion of objection on the grounds of overdevelopment, this was seconded by Cllr D Bramer and all members voted in favour.</p>
<p><b>2016/0955</b></p>	<p><b>PURVIL WOOD COTTAGE, LEYWOOD ROAD, MEOPHAM DA13 0UH</b></p> <p>Demolition of existing conservatory and erection of a two storey and part single storey extension to the south end of the building to form living and</p>

	<p>bedroom with en-suite at first floor level and addition of a new entrance door and open canopy to the west elevation.</p> <p>Cllr D Bramer proposed a motion of no objection, this was seconded by Cllr Buchanan and all members voted in favour.</p>
<b>2016/0994</b>	<p><b>65 BEECHWOOD DRIVE, MEOPHAM, DA13 0TX</b></p> <p>Retention of the lean-to storage shed to the side of the garage, erection of detached motorcycle storage shed and entrance gates.</p> <p>Cllr Buchanan proposed a motion of no objection, this was seconded by Cllr D. Bramer and all members voted in favour.</p>
<b>2016/1007</b>	<p><b>OLD OAK COTTAGE, 53 BEECHWOOD DRIVE, MEOPHAM DA13 0TX</b></p> <p>Erection of single storey rear extension with pitched roof to provide a lounge area on the ground floor and study area at first floor level including new dormer window; with single storey side extension to existing utility room.</p> <p>Cllr Buchanan proposed a motion of no objection, subject to neighbour consultation. This was seconded by Cllr D. Bramer, 5 members voted in favour with 1 abstention.</p>
<b>2016/0983</b>	<p><b>TOULOUSE, WROTHAM ROAD, MEOPHAM</b></p> <p>Application for a Lawful Development Certificate in respect of the proposed loft conversion with side dormer extension.</p> <p>Members noted the above.</p>
<b>2016/0586</b>	<p><b>71 EDIVA ROAD, MEOPHAM DA13 0ND</b></p> <p>***REVISED DESCRIPTION*** Application for a lawful Development Certificate in respect of the constructed dormer extension in the rear roof slope and conversion of roof space into habitable rooms.</p> <p>Members noted the above.</p>
<b>2016/0443</b>	<p><b>THE HAVEN, BRIMSTONE HILL, MEOPHAM, DA13 0BN</b></p> <p>Appeal reference 2016/00016/REF Construction of a subterranean building comprising a swimming pool,</p>

	<p>changing rooms, shower, plant room, and garage for three vehicles with canopy, erection of gabion retaining walls and entrance staircase with alteration to the ground level.</p> <p>Members noted the above. Cllr McTavish suggested that objections to contentious planning applications by MPC should contain more detail in the content of the objection submitted to GBC.</p>
<b>2016/0422</b>	<p><b>1 GREEN FARM COTTAGES, MEOPHAM GREEN, DA13 0QE</b></p> <p>Appeal Reference 201600017/REF Erection of two storey side and rear extensions</p> <p>Members noted the above.</p>
<b>2016/0750</b>	<p><b>***REVISED PLANS*** Meopham Valley Vineyard, Meopham Green DA13 0PY</b></p> <p>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.</p> <p>Cllr Buchanan proposed a motion of no objection subject to clarification of access; this was seconded by Cllr M Bramer. 3 voted in favour, 1 voted against and there were 2 abstentions. The motion was therefore agreed.</p>

**Item 6**      **Highways Issues**

**6.1 Update from the KCC Highways Seminar**

**P.58**

Cllr M Bramer informed members that KCC are short of money and are planning to cut spending resulting in cuts in services. These services and associated administration is likely to be passed on to Parish Councils. If these changes are to be implemented then the council will need to look into building up its reserves and employing additional staff.

Cllr McTavish questioned if KALC are looking into this and asked Cllrs Buchanan and Ogden if they could raise this question at the forthcoming KALC AGM they will be attending.

**6.2 Update regarding lorries parking around Meopham Green**

**P.59**

Cllr Wade informed members that the lorries were no longer parking around the Green.

**6.3 To note the email from a resident regarding the parking concerns on double yellow lines at Camer Parade**

**P.60**

Cllr Buchanan confirmed that she had informed the resident that the council were trying to get the enforcement office at GBC to organise more patrols.

Cllr Knott informed members she had seen an officer patrolling near Meopham Primary School at school finishing time.

Cllr McTavish suggested councillors meet with the head of enforcement to discuss if anything further can be done.

***Action: Clerk***

**6.4 To note the contact from a resident concerning the fencing in Culverstone shop parking area**

**P.61**

Cllr D Bramer reported that a resident's fence has broken panels caused by vehicles that park in the shop's car park. Cllr McTavish confirmed that a Borough Councillor for that ward would be contacting the owner of the shop.

**6.5 Update on cleaning road signs in the Parish**

**P.62**

Cllr D Bramer told members that KCC Highways had confirmed they would only be able to clean a few signs in the Parish.

Cllr McTavish suggested the Clerk speak to the Community Warden regarding the possibility of 'community payback' being involved in cleaning the village signs. All members agreed to this action.

***Action: Clerk***

**Item 7**

**Bus Shelters**

**7.1 To agree to review the contract arrangement for the bus shelter cleaning for the parish prior to the end of the current contract in March 2017**

**P.63**

Cllr McTavish suggested the Clerk attempts to obtain 3 quotations. If this proves too difficult, to renew the existing contract.

***Action: Clerk***

Cllr D Bramer asked if the Clerk could inform councillors when the current contractor is due to carry out the next cleaning process in order for members to check work is satisfactory.

***Action: Clerk***

**7.2 Update on the vegetation cut back to certain shelters in the Parish**

**P.64** Cllr McTavish suggested a list of affected bus shelters is drawn up with photographs to be provided by ward councillors and forwarded to the clerk. It was agreed that a letter would then be drafted to KCC confirming that the work has still not been carried out.

***Action: Ward Councillors/Clerk***

**7.3 Update on the OS map for bus shelters**

**P.65** Discussions followed and it was agreed by all members that due to the costs involved the council would not pursue this.

**Item 8** **Local Plan Core Strategy**

**8.1 Update following the Local Plan Meeting held at GBC on 20.9.16**

**P.66** Cllr McTavish said there was very little feedback to report but GBC were working on a shortlist of sites which would be publicised in February 2017.

**Item 9** **Affordable Housing - Update**

**9.1 Update following the Affordable Housing Committee Meeting at GBC on 08/09/16**

**P.67** Cllr McTavish confirmed the meeting at GBC was a very positive meeting and many questions were answered.

Members discussed the various sites in the parish being looked at for possible affordable housing development. Cllr McTavish informed members that a further meeting was planned between the Borough Council and Moat Housing and GBC would inform the parish council of the outcome in due course.

**9.2 To agree if attendance at the GBC Affordable Housing Liaison meetings should only be open to appointed Sub Committee Members**

**P.68** Members discussed the number of councillors attending the above meetings and Cllr Buchanan suggested a total of 6 members attend, comprising of the sub-committee members plus any further councillors if appropriate up to a maximum of 6 representatives. This motion was proposed by Cllr Buchanan seconded by Cllr McTavish, 4 voted in favour with 2 abstentions.

**Item 10** **10.1 To note the proposed public meeting to be held on 23/01/17 at St. John's Church**

**P.69** Cllr McTavish advised members that this date had yet to be confirmed as there were no firm arrangements with the proposed speakers for this meeting.

**10.2 To agree the final arrangements for the stall at the Xmas Fayre at St. John's Church on 19/11/16**

**P.70** Members discussed the arrangements. Cllr McTavish confirmed the stall would be manned by councillors on a rota basis and the plan was to engage with the community and to publicise forthcoming events.

**Item 11** **Community Events**

**11.1 Update on community events for 2017**

**P.71** Cllr McTavish informed members that she had spoken to the Chair of the Meadow Rooms and they did not anticipate that the Meadow Rooms Committee would have any objections to Meopham Parish Council organising an event along similar lines to 'Munches on the Meadow'.

Cllr McTavish said she had approached the Chairman of Meopham Cricket Club who said availability for any forthcoming event was dependent on match fixtures. He advised MPC to write to the club with a couple of potential dates for consideration.

**Item 12** **Financial Matters**

**12.1 To note expenditure for the Planning and Projects Committee Expenditure from 20/9/16 to 09/11/16**

**P.72** It was noted by all members.

**12.2 To note the Planning and Projects Committee Income and Expenditure to date for the 2016/17 financial year**

**P.73** It was noted by all members.

**12.3 To consider and approve the proposed Planning and Projects Action Plan for 2017-2018**

**P.74** On a motion proposed by Cllr Buchanan and seconded by Cllr Gofton, all members voted in favour of approval of the Planning and Projects Action Plan for 2017-2018.

**12.4 To consider and approved the proposed Planning and Projects Committee budget for the 2017-2018 financial year**

**P.75** On a motion proposed by Cllr M Bramer and seconded by Cllr Knott, all members voted in favour of approval of the Planning and Projects Committee budget for the 2017-2018 financial year.

**Item 13**      **To note correspondence received**

**P.76**          Members noted list of correspondence.

The meeting closed at 10.15pm