

Minutes of a meeting of Full Council

held on Tuesday **20th October 2015** at 07:30 pm

at **Harvel Village Hall**, Harvel Street, Harvel

Present: Cllrs Buchanan, (Chairman), D Bramer, M Bramer, S Goffon,
P Hasler, P Howard, R Knott, T Leyshon, J McTavish, J Ogden
(Vice), D Powell and B Wade

In attendance: J Burgoyne (Borough Councillor), K Bugden (ACRK)
M Cason (Community Wardens), 9 Members of the Public
Mrs S Eggesden (Parish Clerk)

The Chairman welcomed everyone to the meeting and made everyone aware that this meeting was being recorded.

Item 1: Apologies for absence

C.75 There were no apologies for absence.

Item 2: Declarations of Interest

C.76 There were no declarations of interest.

On a proposal by Cllr Buchanan and seconded by Cllr Ogden the Chairman proposed a motion to suspend Standing Orders and invited the Borough Councillor and the Community Warden to speak on matters of interest. Questions were also invited from the members of public. All voted in favour.

Standing Orders were then reinstated.

Item 3: To approve minutes of the previous meetings (21.07.2015 & 22.09.15)

C.77 The minutes of the meeting held on 21.07.15 were approved as a true and correct record on a proposal by Cllr Buchanan and seconded by Cllr Ogden. All voted in favour. The minutes of the meeting held on 22.09.15 were approved as a true and correct record on a proposal by Cllr Leyshon and seconded by Cllr Knott. All voted in favour.

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

C.78 There were no matters arising.

C.79 Cllr Buchanan proposed a motion to bring forward agenda item 6a(ii) to allow Kathy Bugden (ARCK) to speak on Neighbourhood Plans. This was seconded by Cllr M Bramer and all voted in favour.

On a proposal by Cllr Leyshon and seconded by Cllr M Bramer the Chairman proposed a motion to suspend Standing Orders and invited Kathy Bugden to speak. All voted in favour.

Standing Orders were then reinstated.

Item 5: To consider and make recommendations on Planning Applications

C.80 2015/0970 Pinecroft Norwood Lane Meopham Gravesend Kent DA13 0YF

Erection of a single storey rear extension. No objections subject to neighbour consultation was proposed on a motion by Cllr Knott and this was seconded by Cllr Powell. All voted in favour. The motion of no objection subject to neighbour consultation was agreed.

2015/0326 Melliker Farm Oast Longfield Road Meopham Kent DA13 0JD

Revised Drawings - Demolition of existing rear porch and single storey south wing and replacement with new two storey south wing with basement, accessed by glazed link. Objections on the ground of bulk and overdevelopment within the green belt resulting in a detrimental effect to the openness of the countryside was proposed on a motion by Cllr Powell and this was seconded by Cllr Hasler. There were 11 votes in favour and 1 abstention. The motion for the above objections was agreed.

2015/0957 Land North of Eastfield David Street Meopham Gravesend Kent DA13 0BT

Application for determination as to whether prior approval is required for the proposed change of use and conversion of the livestock facility and agricultural storage barn to 3 no. dwellings under class Q(9a) and determination as to whether prior approval is required for the design and external appearance of the building under Class Q(b). Cllr McTavish proposed a motion that the council make no comment on this application an objection and this was seconded by Cllr Powell. All voted in favour. The motion of no comment was agreed.

2015/0977 Hideout Whitepost Lane Culverstone Gravesend Kent DA13 0TW

Erection of a detached timber carriage house/garage at the front of the property. Cllr Howard proposed a motion of no objection and this was seconded by Cllr Knott. All voted in favour. The motion of no objection was agreed.

2015/0919 Strawberry Wood Dean Lane Harvel Gravesend Kent DA13 0BS

Demolition of existing utility room, cloakroom, bathroom, part kitchen and loggia and erection of a single storey rear extension to provide bedroom, bathroom and kitchen, and an open porch to side. Cllr Leyshon proposed a motion of no objection and this was seconded by Cllr Buchanan. All voted in favour. The motion of no objection was agreed.

2015/0975 5 The Pippins Meopham Gravesend Kent DA13 0HB

Erection of a first floor rear extension to form enlarged bedroom with ensuite shower room and conversion of existing garage to habitable bedroom. Cllr Wade proposed a motion of no objection subject to neighbour consultation and this was seconded by Cllr Leyshon. All voted in favour. The motion of no objection subject to neighbour consultation was agreed.

2015/0993 Willows Valley Lane Culverstone Gravesend Kent DA13 0DQ

Erection of a single storey extension. Cllr D Bramer proposed a motion of no objection and this

was seconded by Cllr Leyshon. All voted in favour. The motion of no objection was agreed.

2015/0981 3 Grenville Close Meopham Gravesend Kent DA13 0PH

Erection of a part two storey and part single storey rear extension and single storey front and side extensions. Cllr Hasler proposed a motion of no objection subject to neighbour consultation and this was seconded by Cllr Wade. All voted in favour. The motion of no objection subject to neighbour consultation was agreed.

2015/0962 White Horse Riding Centre White Horse Lane Meopham Kent DA13 0UE

Continued use of land for siting of a caravan. Cllr M Bramer proposed a motion of no objections subject to a recommendation that temporary permission is given for a two-year period subject to the receipt by GBC of a satisfactory report from its Rural Planning Consultant and subject to neighbour consultation and that the Council also recommend that permission should apply only while the caravan is being used by the present occupants. This was seconded by Cllr Howard. There were 10 votes in favour and 2 abstentions. The motion of no objection subject to the above comments was agreed.

2015/0868 Greenshaw House Wrotham Road Meopham Kent DA13 0AU

Application for a minor material amendment to planning permission ref 2014/0592 for demolition of an existing timber barn and erection of single storey dwelling with integral garage; to allow a reduction in the size of the building, increase in the ridge height to 3.9 metres and reconfiguration of the internal layout. Cllr Wade proposed a motion of no objection and this was seconded by Cllr Hasler. All voted in favour. The motion of no objection was agreed.

Linden Wood Manor – Cllr McTavish reported that the Enforcement Officers were due to visit the site regarding the fence. It was agreed that councilors would individually write to GBC with their concerns on this.

Item 6: To receive and note minutes of and/or to determine recommendations made by Standing Committees:

(a) Planning & Projects Committee – 01/09/15

C.81 Cllr Buchanan proposed a motion to receive and note the minutes of the P&P Committee. This was seconded by Cllr D Bramer and all voted in favour.

(I) Affordable Housing Sub Committee

C.82 The Sub Committee minutes from 15/10/15 had been circulated. The Affordable Housing meeting with GBC is on 27/10/15 at 2pm and all councillors are welcome to attend.

(II) Neighbourhood Plan – update from Cllr McTavish

C.83 Further discussion took place following the talk from K. Bugden regarding the suggestion of holding a workshop with other interested parties/parishes.

(III) To consider a motion, proposed by Cllr McTavish, to make a decision with regard to the development of a Neighbourhood Plan

C.84 Cllr Powell proposed a motion to defer the above motion and this was seconded by Cllr M Bramer. All voted in favour.

C.85 Cllr Buchanan proposed that a workshop is set up with the help of Cllr McTavish. Cllr Ogden seconded this and all voted in favour.

Action: Cllr McTavish

IV) GBC Rural Conservation Appraisal – update from Cllr D Bramer

C.86 Both Cllrs D and M Bramer attended the public presentation on this. As the same weight would be given to individual comments as group comments, Cllr D Bramer recommended that individual councillors put in their own comments.

6(b) Environment & Amenities Committee Meeting: 22.09.15

C.87 Cllr Buchanan proposed a motion to receive and note the minutes of the E&A Committee. This was seconded by Cllr Hasler and all voted in favour.

(I) To note the Judson's Sub Committee Minutes – 29.9.15

C.88 Minutes were noted.

(II) Youth Club – update from Cllrs Hasler and Knott

C.89 Cllr Knott had visited the Grand. The Youth Club has been suspended during the winter months. Currently the Youth worker is off on long term sick leave.

C.90 Discussion took place regarding a Health and Safety inspection for Judson's Pavilion. Cllr Howard offered to put a qualified person in touch with the Council who could carry this out. Cllr Buchanan proposed that members take up Cllr Howard's offer and Cllr Bramer seconded this. All voted in favour.

Action: Cllr Howard/Clerk

6(c) Administration and Resources Committee Meetings: 6 October 2015

C.91 Cllr Buchanan proposed a motion to receive and note the minutes of the A&R Committee. Cllr Ogden seconded this and all voted in favour.

(I) To note the Standing Orders Sub Committee minutes - 8.9.15

C.92 The minutes were noted.

(II) On a recommendation from the A&R Committee, to consider a motion to adopt Standing Orders and the Financial regulations

C.93 Cllr Bramer asked the Chairman if the new Financial Regulations be subject to the Standing Orders rules in respect of SO25b. The Chairman confirmed they would not.

C.94 Cllr Powell proposed a motion to change SO's 1Q to read 'the' decision instead of 'his'. Cllr Buchanan seconded this and all voted in favour. Cllr Powell then proposed a motion to adopt the Standing Orders and Financial Regulations. This was seconded by Cllr M Bramer and all voted in favour.

Action: Clerk

(III) On a motion proposed by Cllr Buchanan to review the options in respect of the continuation of the Cricket Club lease with regard to information received from Kent Legal Services

C.95 Following discussion on the lease, Cllr Leyshon stated that Cllr Wade should declare an interest in this item as she is Vice President of the Cricket Club. (SO 13.B) Cllr Buchanan proposed a continuation of the cricket club lease, to be drawn up by Kent Legal Services at a cost of £425 + VAT on the same conditions except for the new legal requirements. This was seconded by Cllr Ogden. There were 9 votes in favour, 2 against and 1 abstention. (Cllr Wade)

Action: Clerk

(IV) On a recommendation from the A&R Committee, to consider a motion to endorse the continuation of the Cricket Club Lease.

C.96 (Cllr Gofton left the room) Cllr Bramer proposed under SO 10a7 as a procedural issue, the members move onto the next item of business. This was seconded by Cllr Ogden. There were 8 votes in favour (Cllrs Buchanan, D Bramer, M Bramer, Hasler, Howard, Leyshon, McTavish and Ogden) and 3 against (Cllrs Knott, Powell and Wade) (Cllr Gofton returned to the room).

d) Personnel Committee Meeting – 7/10/15

(I) to note the minutes

C.97 Cllr Buchanan proposed that minutes are noted. This was seconded by Cllr Bramer and all voted in favour.

Item 7: To receive reports from Parish Council representatives on external bodies

C.98 Meopham & Districts Footpaths Group - Cllr Buchanan had attended the AGM. Ken Dare is no longer the Chairman.

C.99 Harvel Village Hall Management Committee - Cllr M Bramer and Knott reported that this is a well run committee, currently dealing with updating the hall and an issue with bats.

C.100 KALC – Cllr Powell reported that there were talks of the subscription going up and a feasibility study for J5 of the M25 and J10 for the M20. Cllr Buchanan requested a copy of the minutes from this meeting.

Action: Cllr Powell

C.101 Meopham Sports and Leisure – It was noted that the next meeting is on 9/12/15

C.102 Meopham Village Hall – Cllr Buchanan reported that they are trying to save the piano and they need a new roof.

C.103 NHS Darent Valley Hospital – Cllr Hasler and McTavish attended the AGM. They are doing well in relation to other hospitals. The A&E is having a 'facelift'. Cllr McTavish will write up some notes to circulate. There is a brochure available in the office for members to view.

Item 8: To consider a motion proposed by Cllr Buchanan to go ahead with the publication of the new Meopham Parish Guide 2015-17

C.104 Discussion regarding delivery arrangements took place. Cllr Bramer advised that that the contract states that this should be delivered to every house. Delivery costs would be looked into, including the possibility of combining delivery with another publications such as the 'over 60's guide. Cllr Buchanan proposed that we go ahead with the new Parish Guide and this was seconded by Cllr D Bramer. There were 10 votes in favour and 2 votes against.

Action: Clerk

Item 9: Arrangements for Remembrance Sunday – 8/11/15

C.105 This will take place from 3pm on Meopham Green. Volunteers are required. It was agreed that Cllr Buchanan would circulate a list of volunteers required to members along with the arrangements.

Action: Cllr Buchanan

Item 10: Financial Matters:

(a) To note Meopham Parish Council's completed Annual Return for 2014/15

C.106 This was noted by members.

(b) To note the visit by the Internal Auditor (D. Buckett) for the Interim Audit

C.107 This was noted by members. A report would follow.

(c) To note Meopham Parish Council's Income and Expenditure up to September 2015

C.108 This was noted by members. Cllr Leyshon had some queries regarding some of the amounts. The Clerk explained that the earmarked reserves had not as yet been recorded in the budget figures and she would be looking at this with the bookkeeper.

Action: Clerk

(d) Approve the schedule of payments in accordance with Financial Standing Order 5.2

C.109 Cllr Ogden proposed the schedule of payment is approved and this was seconded by Cllr Bramer. All voted in favour.

Item 11: To note correspondence received

C.110 Members noted the correspondence list.

C.111 Cllr Leyshon advised members that he is looking to in getting bus stops properly marked so illegal parking is then enforceable by GBC.

C.112 It was noted that Meopham Village Hall Committee have received a grant for a defibrillator.

The meeting closed at 10:12 pm.