

**Minutes** of a meeting of **Full Council**  
held on Tuesday **13<sup>th</sup> December 2016** at 7:30 pm  
at the Cricket Pavilion, Meopham Green

Present: Cllrs Buchanan, (Chairman), D Bramer, S Gofton, P Hasler, P Howard, P Luxford, J McTavish, D Powell, R Knott, J Ogden (Vice) and B Wade  
In attendance: M. Cason, Community Warden, , Borough Cllrs J Burgoyne and D Shelbrooke, County Cllr Bryan Sweetland, K Dare (M&DFG), 5 Members of the Public, Mrs S Eggesden (Clerk)

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

**Item 1:**      **Apologies for absence**

**C.88**            There were apologies from Cllr M Bramer.

**Item 2:**      **Declarations of Interest**

**C.89**            Cllr Wade declared an interest in item 6, Greenfarm Cottages, but not a financial interest.

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

County Cllr Sweetland spoke on the KCC budget for 2017-18 and his recent visits to the Meopham Baptist Church and the new Meopham Library site. Cllr Luxford asked for an update on the Lower Thames Crossing. Cllr Sweetland reported that the situation has not changed for a long time and is not sure when we can expect a decision.

7.38pm - Cllr McTavish arrived

Borough Cllr Burgoyne informed members that the new Gravesend Charter Market opened on 3.12.16. She also updated members with regard the GBC leader Cllr John Cubitt and agreed to arrange for GBC 400<sup>th</sup> years Commemorative programme to be sent to the Parish Office.

Borough Cllr Shelbrooke reported on GBC's future plans to save money. Cllr Powell asked if there would be free parking in Gravesend on the run up to Christmas? The Borough Cllrs advised that the scheme has changed and you can now have up to 2 hours free parking.

Community Warden Mandy Cason informed members on her work over the last few weeks which included:

- Dealing with abandoned vehicles
- Anti-social behaviour
- Bin fire at Camer Parade
- Bus shelter damage in Meopham
- Neighbourhood Watch meetings
- Attending 'Talk Time' at Meopham Library
- Chinnery Court – arm chair exercise and the need for further funding for this

A resident spoke on the planning application for 1 Greenfarm Cottages.

K. Dare, from Meopham and District Footpath Group, asked if the council could review its method of communication regarding forthcoming planning applications. The council noted this.

Standing Orders were then reinstated.

8.05 pm – Cllr J Burgoyne and County Cllr Bryan Sweetland left the meeting.

**Item 3:**      **To approve minutes of the previous meetings (18.10.16, and 15.11.16)**

**C.90**      The minutes of the meeting held on 18.10.16 were approved as a true and correct record on a proposal by Cllr Ogden and seconded by Cllr Gofton. All voted in favour. The minutes of the meeting held on 15.11.16, were approved as a true and correct record on a proposal by Cllr Ogden and seconded by Cllr Howard. There were 10 votes in favour and 1 abstention.

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

**C.91**      There were no matters arising regarding the minutes dated 18.10.16.

**C.92**      In respect of the minutes dated 15.11.16, Cllr Powell raised a question as to whether it was approved for him to have to the contact details of the Complaints Committee Chairman. Cllr Buchanan advised that this was not the case due to data protection.

**Item 5:**      **To consider participating in the KCC/KALC Volunteer Support Warden Scheme and the possibility of a collaboration with other parish councils in the Gravesham area**

**C.93** Cllr Buchanan informed members that the Administration and Resources Committee had allocated an amount in its budget for first year for this if the council wished to participate.

A motion to suspend Standing Orders was proposed by Cllr D Bramer, seconded by Cllr Buchanan and all voted in favour. The Chairman invited the Community Warden to speak. Standing orders were then reinstated.

Cllr Buchanan proposed that Meopham Parish Council agrees to participate in the scheme for 2 years and this was seconded by Cllr Luxford. There were 7 votes in favour, 3 votes against and 1 abstention. The proposal was agreed.

8.25pm - Cllr D Shelbrooke left the meeting at 8.05pm

**Item 6:** **To consider and make recommendations on Planning Applications**

**C.94** **2016/0787 PEPPERLAND VALLEY LANE, CULVERSTONE DA13 0DG**  
Erection of a garden lounge. No objection although the council is surprised that the building will have not door or window was proposed by Cllr Luxford and seconded by Cllr Wade. All voted in favour.

**2016/1078 15 PITFIELD DRIVE, MEOPHAM, DA13 0AY**  
Erection of a first floor rear extension. No objection was proposed by Cllr Buchanan and seconded by Cllr Hasler. All voted in favour.

**2016/0716 1 GREENFARM COTTAGES, MEOPHAM DA13 0QE**  
Demolition of existing lean-to garage/shed and erection of a single storey side and part two storey and part single storey rear extension. Members were given time to read correspondence from the applicant. A motion to suspend Standing Orders was proposed by Cllr Buchanan, seconded by Cllr Ogden and all voted in favour. Questions to the applicant followed. Standing Orders were then reinstated. Following discussion, members requested the plans to be circulated before making a decision. It was therefore agreed to discuss this planning application last whilst plans were circulated.

8.35pm – M Cason left the meeting.

**2016/0874 CAMER FARM BARN, CAMER ROAD, MEOPHAM DA13 0XT**  
Erection of a two storey side extension to existing dwelling and erection of detached outbuilding to form one bedroom annex. Cllr Wade proposed an objection on the grounds of exceeding the green belt policy, mass bulk scale and an historical problem relating to previous applications. This was seconded by Cllr Knott and all voted in favour of the objection.

**2016/0958 WHITE GABLES, WROTHAM ROAD, MEOPHAM DA13 0HX**  
Erection of single storey rear extension, a porch at the side and continued use of

the garage as storage. Cllr Knott proposed no objection subject to neighbour consultation and this was seconded by Cllr D Bramer. All voted in favour.

**2016/1029 61 TRADESCANT DRIVE, MEOPHAM, DA13 0DZ**

Erection of a single storey rear extension to enlarge kitchen, single storey front extension and conversion of garage into a bedroom and en-suite. Cllr Gofton proposed no objection and this was seconded by Cllr Powell. All voted in favour.

**2016/1076 DOWNEND, NORWOOD LANE, MEOPHAM DA13 0YE**

Erection of two storey rear extension to form kitchen/diner with two bedrooms over; conversion of the integral garage and erection of a single storey front extension to form playroom and porch; single storey side extension to form enlarged lounge. Cllr McTavish proposed no objection subject to consultation with neighbours and this was seconded by Cllr Gofton. There were 10 votes in favour and 1 abstention.

**2016/0816 KRISTINA, RHODODENDRON AVENUE, MEOPHAM DA13 0TU**

Application for a minor material amendment to planning permission reference 2014/0498 for details pursuant to outline planning permission ref.no. 2013/0882 relating to external appearance, layout, scale and landscaping for the erection of a detached chalet style dwelling with rooms in the roof and a detached double garage; to allow the relocation of the detached garage. Cllr D Bramer proposed no objection and this was seconded by Cllr Knott. All voted in favour.

**2016/1028 REVISED PLAN - COPPERFIELD VALLEY LANE, CULVERSTONE, DA13 0DQ**

Application for minor material amendment to planning permission ref. no. 20160611 for the erection of single storey side and rear extensions, insertion of dormer windows into front and rear roof slopes and the creation of front barn hipped gable to existing roof with associated internal and external works; to allow alterations and the enlargement of the single storey rear extension. Cllr Howard proposed no objection providing this fits in with Green Belt and GBC policies. This was seconded by Cllr Powell and all voted in favour.

**2016/1089 ST. CATHERINE, WROTHAM ROAD, MEOPHAM, DA13 0JJ**

Alteration of the hipped roof to a gable end and conversion of the roof space to a bedroom and en-suite. Cllr Powell proposed no objection and this was seconded by Cllr Hasler. All voted in favour.

**2016/1107 WONKY LOG, VALLEY LANE, CULVERSTONE, DA13 0DG**

Demolition of existing dwelling and erection of a detached two storey 2 no. bedroom dwelling. Cllr Howard proposed an objection on the grounds of Green Belt policy and that the application exceeds the original size. This was seconded by Cllr Wade and all voted in favour.

**2015/1034 SQUIRREL LODGE, BEECHWOOD DRIVE, MEOPHAM DA13 0TX**

REVISED PLAN – Retention of swimming pool and hardstanding. Cllr Howard proposed no objection and this was seconded by Cllr Knott. All voted in favour.

**2016/1175 44 EDIVA ROAD, MEOPHAM, KENT DA13 0ND**

Retention of the conversion of the dwelling into two separate dwellings and erection of a rear conservatory. Cllr Knott proposed that the council agrees to defer commenting on this application as we now understand that the application is invalid due to the Enforcement Officer's enquiry. This was seconded by Cllr Wade and all voted in favour.

8.45pm – 3 members of public arrived.

**2016/1141 THE IVY HOUSE, WROTHAM ROAD, SOUTH STREET, MEOPHAM**

Application for a Lawful Development Certificate in respect of the continued use of land and building for the storage of plant and machinery. This was noted by members.

**2016/1143 VERONA, 65 RHODODENDRON AVENUE, MEOPHAM**

Application for a Lawful Development Certificate in respect of the proposed replacement of mobile home. This was noted by members.

**2016/0716 1 GREENFARM COTTAGES, MEOPHAM DA13 0QE**

Demolition of existing lean-to garage/shed and erection of a single storey side and part two storey and part single storey rear extension. Following discussion and members viewing the plans, it became apparent that members were not viewing the correct revised plans dated 3/11/16. Cllr Buchanan proposed that a decision is deferred until we have the correct plans. This was seconded by Cllr McTavish and 8 voted in favour, 2 against and 1 abstention.

Cllr McTavish advised members that the applicant for 11 Parade at Camer has not yet obtained planning permission for the deep fat fryer.

9.10pm 1 member of public left the meeting.

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

**7.1** *Environment & Amenities Committee Meeting: 01.011.16*

**C.95** Minutes were received and noted by members

**7.1.1** *To note the grants awarded by the Committee*

**C.96** The list of grants was noted by members

**7.2** *Planning & Projects Committee Meeting: 29.11.16*

**C.97** Minutes were received and noted by members.

**7.2.1** *To receive the minutes from the Parish Action Team Meetings on 29.11.16*

**C.98** Members received and noted minutes. Cllr McTavish reported on the proposed public meeting, date set for 23/1/17. Adam Hollaway MP was unable to attend. Matthew Scott, Police and Crime Commissioner had been invited to speak. Minutes from the meeting dated 6.12.16 would be circulated in due course.

**7.3** *Administration and Resources Committee Meeting: 29.11.16*

**C.99** Minutes were received and noted by members

**7.3.1** *To note the agreement of the donation of a defibrillator and cabinet from KALC/Kent Fire and Rescue Service, to be installed at Meopham Village Hall*

**C.100** Members noted this. The village hall would maintain the new defibrillator and it was noted that Meopham Parish Council's grant to the village hall for a new defibrillator would not now be paid to them.

**7.4** *Judson's Pavilion Committee Meeting: 25.10.16*

**C.101** Members received and noted the minutes. Cllr Ogden reported on a meeting held yesterday with a representative of Kent FA and the proposed site meeting in January with a member of the Football Foundation to look at the plans. Unfortunately he had found out from Kent FA that the plans should have been submitted to them prior to seeking planning approval to assist with the plans meeting with Football Foundations criteria but Judson Committee members were unaware of this. We are still waiting to hear from GBC regarding the planning decision on the application.

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

**C.102** Age UK – Cllr Knott informed members that they are now providing daybreaks for dementia respite and have trained NHS staff to provide some help at home. It was agreed the clerk would publish the Age UK contact details on the parish social media sites to help publicise their services

***Action: Clerk***

**C.103** Clay Cottages Trust – Cllr Knott reported that they still need new trust members as currently there are only 2 people left on the committee.

**C.104** Culverstone Community Centre – Cllr D Bramer reported that they are looking at refurbishing the kitchen and will be looking for grants next year.

**C.105** Gravesham Joint Transportation Board – Vacant position

**C.106** Harvel Village Hall Management Committee – Cllr Knott asked the Clerk to contact the hall’s treasurer in respect of the grant issued to them, to confirm the amount.

***Action: Clerk***

**C.107** KALC – Cllr Buchanan reported on the KALC AGM. Cllr Powell reported on that the next Area KALC meeting is in January. Cllr Buchanan asked Cllr Powell to request that the Area minutes are sent to the Parish office as we have not been receiving these.

***Action: Cllr Powell***

**C.108** Meopham Sports and Leisure Association – Cllr Wade reported that there is a meeting coming up shortly.

**C.109** Meopham Village Hall Management Committee – Cllr Knott reported that the hall is doing well with many bookings. They have £18000 towards the roof fund so far.

**C.110** Meopham Windmill Trust – New windows and doors are being fitted next week in the parish office followed by new heaters in the New Year.

**C.111** Darent Valley Hospital Trust – A booklet on the Trust is available in the parish office.

**Item 9:** **Financial Matters**

**9.1** To note Meopham Parish Council’s Income and expenditure up to the 06.12.16

**C.112** This was noted by members

**9.1.1** To note the receipt of £6000 for the easement across Meopham Green

**C.113** This was noted by members

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

**C.114** The schedule of payments was approved on a proposal by Cllr Ogden and seconded by Cllr Howard. All voted in favour.

**C.115** The invoice for the parish council by-election was noted at a cost of £4892. Cllr Buchanan proposed payment for this and the funds are transferred from the council’s reserves to the Administration and Resources Committee budget. This was seconded by Cllr Ogden and all voted in favour.

**9.3** To approve the transfer of £850, received from KCC Legal Services for reimbursement of legal fees for the easement on Meopham Green, from reserves to the Administration and Resources Committee

**C.116** The above motion was proposed by Cllr Buchanan and seconded by Cllr Ogden. All voted in favour.

**Item 10:** **To note correspondence received**

**C.117** Members noted correspondence list.

**C.118** Cllr Buchanan asked members to read a copy of the letter from Meopham Over 60's regarding their missed small grants application to the council this year. Cllr Buchanan then proposed that the council pays £150 to the Meopham Over 60's as a grant and the grant money is taken from the Meopham Village Hall grant money that is not now not required. This was seconded by Cllr Hasler and all voted in favour. It was agreed that the clerk would write to inform them that this is paid in exceptional circumstances this year.

***Action: Clerk***

**C.119** Cllr Luxford advised members that she would be willing to become the parish representative at the Gravesham Joint Transportation Board. This was agreed.

The meeting closed at 09:35 pm.