

Meopham Parish Council
Minutes of Meeting of a Planning & Projects Committee
held on Tuesday 20th September 2016 at 2.00pm
in the Windmill, Meopham Green

Committee Members present: Cllr D Bramer (Vice Chairman), Cllr M Bramer, Cllr S Buchanan, Cllr S Gofton,

In attendance: Mrs N Jerram (Clerical Assistant), Cllr B Wade, Mandy Cason (Community Warden)

Item 1 **To receive Apologies for Absence**

P.28 There were apologies from Cllr McTavish (holiday) and Cllr Knott (unwell)

Item 2 **To receive Declarations of Interests**

P.29 There were no declarations of interest.

Item 3 **To approve the minutes of previous meeting: 21.06.16**

P.30 The minutes of the meeting held on the 21.06.16 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.

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

P.31 Members noted the following:

Item 6, P.6 - Extended double yellow lines outside NFU building have been removed.

Item 12, P.18 – Meopham Village Hall will be applying to MPC for funding for an onsite defibrillator.

Cllr Gofton arrived at 2.10pm

Item 5 **Planning Applications**

5.1 To consider and make recommendations on Planning Applications:

2016/0792 – WHITEWAYS, HORNS OAK ROAD, MEOPHAM DA13 0BX

Continued use of existing garage/annex as a residential dwelling.

Cllr M Bramer proposed a motion of objection, seconded by Cllr Buchanan, on the basis the annex is to be used as a separate hereditament in the green belt. All members voted in favour.

2016/0674 - LAND AT ROSALIE, MEADOW LANE, CULVERSTONE

Erection of a three bedroom detached dwelling and detached garage.

Cllr D Bramer proposed a motion of objection on the grounds that the site is outside the Culverstone Village envelope and would constitute inappropriate development in the green belt, this was seconded by Cllr M Bramer and all members voted in favour.

2016/0784 - 56 BEECHWOOD DRIVE, MEOPHAM DA13 0TX

Erection of a front porch.

Cllr D Bramer proposed a motion of no objection, seconded by Cllr Buchanan and all members voted in favour.

2016/0642 - 19 WILLOW WOOD ROAD, MEOPHAM DA13 0QT

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.

Cllr M Bramer proposed a motion of objection, seconded by Cllr Buchanan, on the grounds of excessive bulk and over-development. All members voted in favour.

2016/0556 - IVY COTTAGE, LEAFY LANE, MEOPHAM DA13 0DR

****Revised Description**** Erection of a single storey extension and external staircase to the upper floor accommodation in connection with the use of the loft space as office and the ground floor as ancillary accommodation in replacement of the existing ancillary accommodation within the loft space approved under application GR/2001/0194

On a motion proposed by Cllr D Bramer and seconded by Cllr Buchanan, it was agreed Meopham Parish Council would not be commenting on this application. All members voted in favour.

2016/0547 - GENTLE SHEPHERD, VALLEY LANE, CULVERSTONE DA13 0DG

Erection of stable block and tack room.

On a motion proposed by Cllr D Bramer and seconded by Cllr M Bramer, it was agreed Meopham Parish Council would not be commenting on this application. All members voted in favour.

2016/0717 - WOODSIDE, CARTERS HILL LANE, MEOPHAM, DA13 0UG

Erection of a single storey rear extension and construction of a dormer window in the front roof slope.

Cllr Buchanan proposed a motion of no objection, this was seconded by Cllr D Bramer and all members voted in favour.

2016/0827 - WHITE HOUSE WHITEPOST LANE CULVERSTONE DA13 0TZ

Erection of a two storey rear extension and erection of a front porch

Cllr Buchanan proposed a motion of no objection, seconded by Cllr D Bramer and all members voted in favour.

2016/0834 - 28 CRICKETERS DRIVE, MEOPHAM DA13 0AX

Erection of single storey rear and side extensions, alterations to existing hipped roof to form a gable end and construction of a dormer window in the rear roof slope. Extension to the driveway and vehicle access

Cllr M Bramer proposed a motion of objection, seconded by Cllr D Bramer, on the grounds of over-development. 3 members voted in favour with 1 abstention.

2016/0826 - TREE TOPS WROTHAM ROAD MEOPHAM KENT DA13 0QW

Erection of a single storey side extension

Cllr Buchanan proposed a motion of no objection, this was seconded by Cllr D Bramer and all members voted in favour.

2016/0836 - HARVEST, DAVID STREET, MEOPHAM, GRAVESEND, KENT DA13 0BT

Erection of a single storey rear extension to form a kitchen/dining area

Cllr Buchanan proposed a motion of no objection, seconded by Cllr M Bramer, subject to compliance with green belt policy. All members voted in favour

On a proposal by Cllr D Bramer and seconded by Cllr Buchanan, the Vice Chairman proposed a motion to suspend standing orders and invited the Community Warden to speak on parking issues. All voted in favour.

Standing orders were then reinstated.

3.05pm – Mandy Cason (Community Warden) left the meeting.

Item 6 **Highway Issues:**

6.1 To update on meeting with KCC Highways

P.32 Members agreed that the Highways meeting was useful and it had been agreed that quarterly meetings would be held in future with the Highways Steward.

P.33 Cllr D Bramer spoke regarding the dirty road signage in the village. Members were asked to check in their ward for signs which need cleaning. Photographs of signs with location details to be reported to the parish office for forwarding to Highways.

P.34 Discussions took place regarding large lorries parking around Meopham Green. Members agreed there is no parking restrictions around the green and no damage had occurred, but concerns were raised in the event of emergency vehicles needing access. It was agreed that the Community Warden would speak to the owners of the vehicles to find out why they were parking there.

Further discussions followed regarding the possibility of a road sign put in place advising lorry drivers that the road is “unsuitable for large vehicles” and it was agreed the clerk would look into this with KCC and copy in correspondence to County Cllr Bryan Sweetland.

Action: Clerk

P.35 Members discussed email from KCC regarding available salt bags for Winter 2016 and it was agreed the Clerk would contact Wards Estate Agents and Meopham Village Hall to see if they could accommodate a salt bag.

Action: Clerk

P.36 Cllr D Bramer spoke about the KCC Highways Tracker Survey emailed to P&P committee and asked members to collate their views by the end of September for the parish office to submit. Also it was agreed the email should be forwarded to all council members for their comments.

Action: Clerk

P.37 Cllr D Bramer informed everyone of a further email received from a resident in Chapmans Hill regarding possible speed restriction enforcement. It was agreed the clerk would respond informing the resident that with regret the council did not have the power to enforce any further action and the resident should contact KCC directly if they wish to take this issue further.

Action: Clerk

P.38 Cllr D Bramer advised members of a call to the office from a resident from Hadley Close concerned by speeding cars at night along Whitehill Road and the possibility of traffic calming humps being introduced. It was agreed that this was something the resident would need to speak directly to KCC about as regrettably the Parish Council does not have the power to implement these changes.

3.35pm – Cllr Gofton left the room.

P.39 Cllr Buchanan spoke with reference to the above traffic concerns from residents and the future public meeting to be arranged by the Parish Action Team (PAT) which could focus on the traffic issues in the parish.

3.40pm – Cllr Gofton returned to the meeting.

Item 7 **Bus Shelter update**

P.40 The Clerical Assistant advised members that KCC would be revisiting the bus shelters in the parish to cut back overhanging vegetation and also to jet wash the shelters.

It was agreed the rose bushes by the bus stop near the public conveniences need weeding and pruning. Clerk to contact GBC.

Action: Clerk

Item 8 **Local Plan Strategy update**

P.41 Members noted the meeting to be held at 7.30pm, 20th September 2016 at Gravesham Borough Council, some members of the Planning & Projects Committee would be attending.

Item 9 **Affordable Housing update**

P.42 Members noted the date of the next Affordable Housing Meeting at GBC. 8th November 2016 at 10.30am.

P.43 It was discussed whether this was a suitable forum to mention finding out who is responsible for maintaining the land behind Evenden Road as several residents have made complaints to the Parish Council about vegetation encroachment.

After further discussion it was agreed the Parish Council would contact the Land Registry on behalf of the residents to clarify ownership.

Action: Clerk

Item 10 **Parish Plan**

10.1 Update on the Parish Action Team

P.44 Cllr Buchanan advised members the next PAT meeting organised by a team member was to be held on Wednesday 21st September and members agreed the last PAT meeting held had resulted in some residents taking an active role in taking this project forward.

10.2 To agree to delegate authority to the Clerk to authorise expenditure up to £250 for the Parish Action Team for promotional work and initial meeting costs

P.45 Members discussed the proposed Parish Action Team stand to be organised for the Xmas Fayre to be held at St. Johns Church on 19th November 2016.

It was agreed that the £250 expenditure authorised to the Clerk for promotional work would include the cost of £15.00 for the above stand at the Xmas Fayre. This motion was proposed by Cllr Buchanan and seconded by Cllr Gofton and all voted in favour.

Item 11 **Community Festivities – Update**

P.46 Cllr Gofton spoke regarding the proposed project for ‘Gourmet on the Green’. This is to be organised for September 2017. The idea is to do something along the lines of Cobham’s ‘Munches on the Meadow’ and to speak to them about their programme and guidelines. Discussions followed on budget costs for this project to be agreed at the pre-budget meeting in October.

Item 12 **To consider any potential P&P Projects for 2017-18 in preparation for the forthcoming Pre-Budget meeting in October**

P.47 Cllr Buchanan mentioned the possibility of a future project involving the local schools in a pageant e.g. The History of Meopham.

Cllr D Bramer asked members to forward any ideas for future projects to her or the parish office before the pre-budget meeting on 11th October.

Item 13 **Financial Matters**

13.1 To note expenditure for the Planning and Projects Committee Expenditure from 21st June 2016 to 14th September 2016

P.48 It was noted by all members.

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

P.49 It was noted by all members.

Item 14 **To note correspondence received**

P.50 Members noted list of correspondence.

P.51 Members also noted letter from KCC regarding planning decision on Meopham Library.

P.52 Members discussed email from a resident concerned by the location of bus stop at Nash Bank. It was agreed to reply to the resident informing them that this bus stop had recently been improved for disabled access but was also outside Meopham Parish.
Action: Clerk

Meeting closed at 4.10pm