

Meopham Parish Council
Minutes of Planning & Projects Committee
held on Tuesday 27th March 2018 at 7.30pm
in the Windmill, Meopham Green

Committee Members present: Cllrs D Bramer (Vice Chairman), M Bramer, Buchanan, Gofton, McTavish (Chairman), Wade

In attendance: N Jerram (Clerical Assistant), 2 members of public

Item 1 **To receive Apologies for Absence**

PP.122 Apologies were received from Cllr Luxford (unwell)

Item 2 **To receive Declarations of Interests**

PP.123 There were no declarations of interest.

Item 3 **To approve minutes of previous meeting (30.01.18)**

PP.124 The minutes of the meeting held on the 30.01.18 were approved as a true record of the meeting on a proposal by Cllr Buchanan and seconded by Cllr Wade. 5 voted in favour with 1 abstention (due to non-attendance at the last meeting)

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

PP.125 **Item 10, PP.113** – Cllr Wade advised that she had drafted a letter to be sent to schools and local organisations. Discussions followed and members agreed that Cllrs Buchanan, Luxford and Wade meet to discuss ideas to commemorate the 100th anniversary of the end of WW1.

Item 5 **Highways Issues**

5.1 Parking Issues - Working Group – To note the minutes

PP.126 Cllr McTavish spoke regarding the parking campaign and explained that the campaign is to be on hold until September. The banners erected in the parish are to be taken down with a view to reinstatement in September but the signs are to be left in situ. The working group will meet again in September.

7.40pm – 2 members of public arrived at the meeting.

5.2 Lower Thames Crossing - Update on the proposed meeting with Highways England

PP.127 Cllr McTavish advised that proposed meeting dates had been received from LTC and members agreed for these dates to be forwarded to all councillors with a suggested time of 5.30pm.

Action: Clerk

Item 6 **Arriva Bus Service**
6.1 Arriva Bus Service – To note the public meeting held on 14.3.18 attended by Cllr Knott

PP.128 Members noted the report provided by Cllr Knott.

Item 7 **Planning**
7.1 Planning and Regulatory Board Representation

PP.129 Cllr McTavish felt that if the parish council ask a borough councillor to call in an application to the regulatory board, then a representative from MPC should attend and speak at the meeting. Cllr Gofton said she would volunteer to attend in future if she is in agreement to the call in and has support from other members. All members agreed that a representative from MPC should attend in future.

7.2 Heron Hill

PP.130 Cllr McTavish referred to the notes circulated by Cllr Buchanan from the PCC meeting and members agreed that the parish council keep in regular contact with GBC to monitor the situation. No further action to be taken until MPC are consulted when the planning application is submitted.

Item 8 **Local Plan - Update**

PP.131 Members discussed the major consultation document to be distributed to every house in the borough at the end of April. All agreed this should be mentioned in the Meopham Review and councillors will hold a meeting following receipt of the paper to discuss the contents and complete as a parish council.

Item 9 **Affordable Housing – Update**

PP.132 No update. Awaiting response from GBC.

Item 10 **Community Festivities/Events**

10.1 Picnic on the Green – Working Group Update

PP.133

Cllr Gofton reported that the first meeting of the working group had taken place and plans for the picnic were progressing. She informed members that the event will be similar to last year with a few added attractions. It is likely that grant funding will be in place to meet the cost of the event.

Item 11

Defibrillators – To note the telephone kiosk is in use and therefore consider other potential locations in the parish for siting a defibrillator

PP.134

Members noted the telephone kiosk is in use at the station. Discussions followed and members agreed that Network Rail should be approached to ascertain if they are receptive to a defibrillator being located on the station wall.

Action: Clerk

Item 12

Village Name Sign - to consider if this is something that MPC could fund with the approval of KCC re site location

PP.135

Members discussed a request from a resident for a Meopham Village Sign to be installed at either end of the village. Cllr Wade produced photographs she had taken of the Welcome to Meopham sign already in situ. It was agreed therefore that another sign is not necessary. Cllr Gofton volunteered to inform the resident concerned.

Action: Cllr Gofton

Item 13

Community Action Team - Update

PP.136

Cllr McTavish confirmed there was no update. Discussions followed and it was agreed that the last parish plan be reviewed and updated with Cllrs D Bramer, Buchanan, McTavish and Wade meeting at the end of September to take this forward.

Action: Cllr D Bramer/Buchanan/McTavish/Wade

Item 14

Parish Guides – Over 60's Guide Update

PP. 137

Cllr Buchanan reported that this was work in progress. Cllrs Buchanan and McTavish had made a start and were looking into the costs involved for printing and producing the guide. Cllr McTavish added that they were looking into possible funding for this exercise.

Item 15 **15 Consultations**

15.1 Government Consultations on the National Planning Policy Framework & Developer Contributions – Deadline for comments 10th May 2018

PP.138 Cllr McTavish volunteered to respond to the above consultation with the clerk.

Action: Cllr McTavish/Clerk

15.2 Have your say on South East Water's draft Water Resources Management Plan 2019 – deadline for comments 21st May 2018

PP.139 Members discussed the above and it was agreed MPC were not qualified to respond on this consultation.

PP.140 **Consultation - Refresh of Kent Joint Municipal Waste Management Strategy - deadline 27 April 2018**

PP.141 The above consultation was added to the agenda for discussion and Cllr Wade volunteered to respond to this with the clerk.

Action: Cllr Wade/Clerk

Item 16 **Financial Matters**

16.1 To approve the Planning and Projects Committee schedule of payments in accordance with Financial Regulations 5.2 (Appendix 1)

PP.142 Members noted the above. All payments had previously been approved.

16.2 To note the Planning and Projects Committee expenditure up to 20.03.18

PP.143 Members noted expenditure.

16.3 To recommend a list of earmarked reserves from the P&P Committee budget to Full Council for approval, subject to any amendment in respect of any works being carried out before the 31/3/2018

PP.144 Cllr M Bramer proposed a motion to recommend the list of earmarked reserves from the P&P Committee budget to Full Council for approval, this was seconded by Cllr Gofton and all members voted in favour.

Item 17 **Correspondence - to note correspondence received**

PP.145 Members noted correspondence list.

Cllr McTavish thanked everyone for attending the meeting.

2 members of public left the meeting.

Meeting closed at 8.35pm

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Appendix 1

CHQ	DATE	PAYEE	DETAILS	GROSS	VAT	NET
P&P Meeting – 30.01.18						
2013	16/01/2018	Element UK Limited	Bus Shelter Cleansing – 21/12/17	£205.80	£34.30	£171.50
2014	16/01/2018	Signs Express	Signs x 6 – Parking Campaign	£185.21	£30.87	£154.34
2020	30/01/2018	Signs Express	Signs x 11 – Parking Campaign	£298.85	£49.81	£249.04

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