

# Meopham Parish Council

The Windmill, Meopham Green, Meopham, Kent DA13 0QA - Tel: 01474 813779  
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## To all Members of Meopham Parish Council

You are hereby summoned to attend a virtual meeting via zoom of the **Full Council Working Group** of the **Full Council** of **MEOPHAM PARISH COUNCIL** on **19<sup>th</sup> October 2021** at **7.30pm**. All decisions made will be actioned under temporary delegated authority of the Clerk. Papers have been circulated for items shown by (\*)

Yours faithfully

*Sarah Egglesden*

**Clerk**

**Date of Issue: 13<sup>th</sup> October 2021**

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Members of the Public and Press are welcome to join the Zoom Meeting.

To join the meeting please use the following link: -

<https://us02web.zoom.us/j/83038733494?pwd=ZSszMXh0Unp1VzA2bERJN2JNL21iZz09>

## A G E N D A

1. **Apologies for Absence:** - To receive and accept apologies
2. **Declarations of Members' Interests:** - To receive declarations of pecuniary and non-pecuniary interests

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### CLOSED SESSION

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the next item, the public and press will be asked to leave the meeting

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3. **Councillor vacancy for the Meopham Green and Camer Ward, to be filled by co-option:** - To ratify the recommendation from the Interview Panel

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The meeting will be re-opened to the press and public

4. **To receive minutes of previous meetings:** - 13.07.21, 08.09.21 and 04.10.21 (\*)
5. **To consider any matters arising from the above Minutes**
6. **To receive reports from:** -  
6.1 **County Councillor**

- 6.2 **Borough Councillors**
  - 6.3 **Community Warden**
7. **Public session:** - questions from the public
8. **Standing Committees and Committees:** - To note the minutes and consider any recommendations
- 8.1 Environment and Amenities Committee Meeting – 07.09.21 (\*)
    - 8.1.1 On the recommendation of the E&A Committee, to consider approval for a request for a memorial tree on Pitfield Green. Suggested a flowering cherry tree to replace the ash tree previously removed. Watering and maintenance to be carried out by the applicant (\*)
    - 8.1.2 On the recommendation of the E&A Committee to consider approval for a memorial bench on Priestwood Green and to delegate approval of the design and exact location to the next E&A Committee meeting (\*)
  - 8.2 Administration and Resources Committee Meeting – 21.09.21 (\*)
    - 8.2.1 On a recommendation from the A&R Committee to propose to change the Parish Councils web domain name to meophamparishcouncil.gov.uk and to retain meopham.org indefinitely
    - 8.2.2 On a recommendation from the A&R Committee to consider a new system of 'corporate' emails be adopted based on Google Workspaces at an estimated cost of around £850 a year – *to note this is to be deferred to the next FC meeting.*
  - 8.3 Planning and Projects Committee Meeting – 05.10.21 (\*)
    - 8.3.1 On the recommendation of the P&P Committee, to consider approval for 2 policies for the defibrillator, recommended by the Community Heartbeat Trust, for recommissioning of the defibrillator and use of defibrillators by those with disabilities and special needs (\*)
  - 8.4 Planning Applications Committee Meeting – 20.07.21, 24.08.21 and 28.09.21(\*)
9. **Financial Matters**
- 9.1 To note Meopham Parish Council's Income and expenditure up to the 13.10.21 (\*) (to follow)
  - 9.2 To receive the schedule of payments in accordance with Financial Standing Order 5.2 (\*) (to follow)
  - 9.3 To receive the bank statements balance as at 13.10.21 (\*) (to follow)
10. **Parish Council representatives on external bodies:** - To receive and note reports (\*) (to follow)
11. **Kent County Council Reconnect Locality Grant**
- 11.1 Motion received from Cllr Green - To consider that the Council makes a bid to benefit the young people of the Parish in the form of a project centred on a special event held to publicise the local youth club with a view to attracting new members and volunteers for it held in conjunction with other appropriate organisations (\*) (to follow)
12. **Streetlights**
- 12.1 Following the termination of the Agreement between Meopham Parish Council and Gravesham Borough Council relating to Parish Council owned streetlighting in Meopham, to be passed to MPC with effect from 01.04.22, to consider the options presented to the council, in consideration for setting the budget for 2022-23 (\*)
    - (a) To consider that Meopham Parish Council takes over the full maintenance and the unmetered electricity supply for all 63 streetlights from 1.04.22 based on the estimated costs received to date.
    - (b) To consider that Meopham Parish Council pays KCC an amount to pass on 34 adoptable streetlights 1.04.22 and then take on the maintenance and

unmetered electricity supply for the remaining 29 unadoptable streetlights from Gravesham Borough Council from 01.04.22.

13. **FCC Communities Foundation Funding Grant for Judson's Recreation Ground - Replacement Trim Trail Equipment**  
**13.1** To note the successful grant application awarding £6439.86 for new trim trail equipment  
**13.2** To approve Cllr Sheila Buchanan as the signatory for the Agreement between Meopham Parish Council and FCC Communities Foundation Funding Grant (\*)
14. **Motion received from Cllr M Bramer: To consider a request from Cllr Max Bramer to join the Environment and Amenities Committee – currently 1 space available.**
15. **Motion received from Cllr Green: - The Parish Council notes the poor condition and apparent lack of security of the site owned and/or operated by British Telecom PLC in Green Lane, Meopham. To consider and propose instructing the Clerk to write to British Telecom PLC asking it to urgently improve the security and it's general condition and appearance and to respond to the request within 28 days. (\*)**
16. **To consider and approve a request from The Rotary Club of Gravesend and Meopham to plant crocus bulbs on Pitfield Village Green, adjacent to the Public Toilets, in support of eradicating Polio (\*)**
17. **Parish Council Meetings: - To review and considering renewing the decision made at the Annual Meeting of the Council on 4.5.21, to extend the delegation of council decisions to the Clerk in consultation with 'Working Groups' of the council or committee and wherever possible, consultation with members will be undertaken during a virtual scheduled meeting. Such delegation is to enable the council to fulfil its responsibilities to its residents. Current decision due to end on 1/11/21.**
18. **Correspondence: to note the correspondence list (\*)**
19. **Chairman's announcements**

**DISTRIBUTION:**

**Council Members:** Cllrs. D Bramer, M Bramer, S Buchanan, (Chairman), C Dalby, G Green, S Gofton, P. Luxford, J McTavish, J Ogden (Vice Chairman), A Rose and B Wade

**County Councillor:** Cllr. B Sweetland

**Borough Councillors:**

Cllr F Wardle  
Cllr. D Tiran

Cllr. G Harding  
Cllr.E Aslam

**AGENDA ONLY: -**

**Member of Parliament:** A Holloway

**Community Warden:** M Cason

**PCSO:** K Lowe