

**Meopham Parish Council**  
**Minutes of Planning & Projects Committee**  
**held on Tuesday 10<sup>th</sup> July 2018 at 7.30pm**  
**in the Windmill, Meopham Green**

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

**In attendance:** N Jerram (Clerical Assistant)

**Item 1**      **To receive Apologies for Absence**

**PP.1**      Apologies were received from Cllr Gofton (holiday)

**Item 2**      **To receive Declarations of Interests**

**PP.2**      There were no declarations of interest.

**Item 3**      **To approve minutes of previous meeting (27.03.18)**

**PP.3**      The minutes of the meeting held on the 27.03.18 were approved as a true record of the meeting on a proposal by Cllr Buchanan and seconded by Cllr M Bramer. All members voted in favour.

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

**PP.4**      **Item 7, 7.2 Heron Hill** – Cllr McTavish advised that the planning application for Heron Hill was still pending a decision by the planning department at GBC.

**Item 11, Defibrillators** – Cllr McTavish asked the clerk to contact Network Rail again regarding a defibrillator to be located at Meopham Station.

Action: Clerk

**Item 5**      **Highways Issues**  
**5.1 Parking Issues - Working Group Update**

**PP.5**      Cllr McTavish confirmed that the next meeting for the working group is scheduled for September. GBC parking enforcements had been contacted regarding the number of PCN's issued for the last quarter. 79 PCN notices were issued in April, May and June for the parish of Meopham. Mobile patrols have been increased.

Members were informed that a resident had complained about the noise of vehicles driving over the traffic count cables installed in the village this week by KCC. Members agreed to ask the clerk to inform the resident that they would only be in place for one week and had been situated in 3 key locations to record important data needed for volume, weight, and speed of traffic flow through the village.

Action: Clerk

### **5.2 Lower Thames Crossing - Update**

**PP.6** No update

**Item 6** **Grass Cutting – to note complaints received from residents and discuss the possibility of MPC taking over cutting of the verges**

**PP.7** Members noted complaints received. Cllr McTavish read out an email from GBC who are aware of numerous complaints regarding the cutting of the verges in the parish. Members discussed possible options to improve the service:

1. MPC take over cutting verges
2. Pay for additional cutting by GBC

Cllr McTavish read out an email from Shorne Parish Council who have decided against taking over the cutting of their greens. Moving forward members agreed to ask the clerk to carry out the following actions:

1. Ask KCC for costs for supplementary cutting of KCC owned verges.
2. Ask GBC costs for supplementary cutting of parish owned areas.
3. Ask Maintenance Contractor how many hours it would take to cut the verges.

Action: Clerk

**Item 7** **Local Plan – Update**

**PP.8** Cllr McTavish spoke of the Local Plan Review which is out for consultation and ends tomorrow (11<sup>th</sup> July)

**Item 8** **Affordable Housing – Update**

**PP.9** Cllr McTavish informed members that she is waiting for an update from GBC who have confirmed they are in discussion with Moat Housing and their agents. Members agreed that another meeting with GBC be arranged in the near future.

Action: Clerk

**Item 9**                    **Community Festivities/Events**  
**9.1 Picnic on the Green – Working Group Update**

**PP.10**                    Cllr McTavish listed the bookings for the above event and confirmed Meopham WI had agreed to a cake stall. The relevant permission forms had been sent to the Borough Council. The picnic poster is on the notice boards, social media and will be in the August edition of the Meopham Review. Further advertising is in progress with 2 banners to be erected each end of the village.

County Cllr Sweetland has verbally agreed to a KCC Members Grant to fund the event. Members discussed expenditure and on a proposal by Cllr Buchanan, seconded by Cllr D Bramer, all agreed a sum of £1,000 be applied for to fund the festivities.

Members noted £119.00 underspend from last year's grant. Following further discussion, on a proposed by Cllr Buchanan, seconded by Cllr Wade, all voted in favour to a virement of £119.00 from reserves to P&P Committees Festivities Budget to use for this year's event. This is to be approved at Full Council Meeting on 24<sup>th</sup> July.

**Item 10**                    **Community Action Team - Update**

**PP.11**                    No update on CAT. Cllrs Buchanan, D Bramer and McTavish will meet in the Autumn to discuss updating the last parish plan.

**Item 11**                    **Parish Guides – Over 60's Guide Update**

**PP.12**                    Cllr Buchanan advised this is work in progress. Cllr McTavish informed members that she has a price from the printers and is awaiting a price from Royal Mail for distribution costs. Grant funding for the cost of updating the guide can be sought.

**Item 12**                    **WW1 Commemorations – Working Group Update**

**PP.13**                    Cllr Wade spoke regarding the 39 deceased from Meopham on the war memorial. Suggested artwork in remembrance of the dead was circulated to members which could be erected on the hedge around the memorial. Members agreed this will be discussed further by the working group who will arrange a meeting and report back. Cllr D Bramer suggested that poppy seeds could be sown around the war memorial.

**Item 13**                    **13 Consultations**

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**13.1 Rights of Way Improvement Plan 2018–2028. Consultation closes on 12<sup>th</sup> September 2018**

**PP.14** Members discussed and agreed to ask Cllr Luxford if she would respond to this consultation on PROW.

It was noted that Cllr Luxford had attended The Big Conversation Consultation on Rural Transport.

Discussions followed on a motion to delegate to the clerk in conjunction with Cllr Buchanan to put forward Meopham & District Footpaths Group for the Groundwork Community Award for the work they do clearing footpaths. This motion was proposed by Cllr M Bramer, seconded by Cllr McTavish and all voted in favour.

Action: Clerk and Cllr Buchanan

**Item 14**      **Financial Matters**

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

**PP.15** The above was approved on a proposal from Cllr Buchanan, seconded by Cllr D Bramer and all voted in favour.

**14.2 To note the Planning and Projects Committee expenditure up to 10.07.18**

**PP.16** Members noted the above.

**Item 15**      **15 Correspondence - to note correspondence received**

**PP.17** Members noted the correspondence list.

Meeting closed at 8.55pm

**Appendix 1**

CHQ	DATE	PAYEE	DETAILS	GROSS	VAT	NET
2167	03.07.18	GBC	TEMPORARY EVENT NOTICE FOR PICNIC ON THE GREEN	£21.00		£21.00

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