

**MINUTES OFFHAM PARISH COUNCIL MEETING
TUESDAY 11th APRIL 2017 AT 7.30PM
OFFHAM VILLAGE HALL COMMITTEE ROOM**

Present: Cllrs D Frankling (Chair), W Pierce, P Slate, D Stretton, W Williams, County Councillor Hohler (7.30-7.40pm), 2 members of public, Clerk

MINUTES	ACTION
1. APOLOGIES RECORDED, DECLARATIONS OF INTEREST MADE AND REGISTER OF INTERESTS: Apologies were recorded from B Oliver (Vice-Chair), M Begbey, Borough Councillor Balfour and PCSO Stanley.	
2. MINUTES ARISING FROM 7th MARCH 2017: The minutes arising from 7 th March were agreed by all Councillors and signed as approved by Cllr Frankling.	DF
3. <u>PLANNING</u> New Applications: <ul style="list-style-type: none"> ○ TM/17/00767/FL – Honeywood Place, Church Road – single storey rear and side extensions. There were NO OBJECTIONS. <u>Approvals:</u> <ul style="list-style-type: none"> ○ TM/17/03778/FL – Barfield Farm, Aldon Lane – erection of 4 mobile timber self contained pods to provide bed and breakfast accommodation within the main orchard at Barfield Farm, including associated change of use of land ○ TM/16/03777/FL - 1 Church Farm Cottages Church Road - Demolition of single storey side extension. Erection of 2/3 storey side extension, single storey rear extension, dormer window to front roof slope and open porch ○ TM/16/03752/LDP – Orchard Lea, Comp Lane – Lawful Development Certificate Proposed: Single storey rear extension. CERTIFIED ○ TM/16/02991/FL – The Dairy, Teston Road – Part single storey, part two storey extension to side and rear incorporating first floor rear terrace. Conservatory to rear. Detached to garage to rear <u>Refusals and Enforcements:</u> <ul style="list-style-type: none"> ○ TM/16/01957/FL – Cardus, 4 Old Rectory Ground – Extension and refurbishment of existing dwelling – appeal against refusal of permission. REFUSED. <u>Any other Planning Matters:</u> There was nothing to report. <u>VOSAs:</u> There was nothing to report.	Clerk
4. EXTERNAL REPORTS: <ul style="list-style-type: none"> • County Councillor: Cllr Frankling suggested a number of sites for the Mobile SID but KCC Highways rejected these. They visited the village and have approved only 3 sites: (1) 	

Signed

Date

	<p>Outside Chimneys at the junction of Church Road and Teston Road (bi-directional), (2) opposite the Recreation Ground pointing to the Western direction (Unidirectional) and (3) outside St Pirans House on Teston Road pointing in the Western direction (unidirectional).</p> <p>Two of the sites are at the Western end of the village, and the traffic report indicated that most problems were in this location. Two of the locations are on the pavement, which is Highways Land. They are making enquiries about whether the third is on private land and will need an easement agreement. A quote of £6500 has been received from KCC Highways for the Mobile SID and the Parish Council was grateful to receive £6,000 of funding from KCC.</p> <p>Regarding the Parish Council's concerns about pavement parking, Cllr Hohler said that TMBC deal with parking issues. KCC only deals with Traffic Regulation Orders for yellow lines, when requested by the Borough Council.</p> <p>Cllr Frankling explained that the Environmental Enhancement Plan was supposed to start yesterday but has been delayed until Tuesday 18th April.</p> <ul style="list-style-type: none"> • Borough Councillor: There was no report. • Police: There was no report. 	
<p>5.</p>	<p>ANY MATTERS RAISED BY MEMBERS OF THE PUBLIC THAT ARE NOT ALREADY ON THE AGENDA:</p> <ul style="list-style-type: none"> ○ The potential impact on the village of an increase in blasting at Blaise Farm – is there going to be any co-ordinated approach to gather responses to the proposal? <p>Cllr Frankling said that once a formal planning application is submitted we will strenuously object. But the Parish Council is one voice and it is important that as many people as possible object. When the application is submitted we will mail the village and put the information onto the website. We think that Kings Hill Parish Council will object as well.</p> <p>We've already asked for a geological survey, but will need to mobilise when the application comes through. It is KCC who deal with the planning but we hope that TMBC will support us. There is permission for the blasts taking place at the moment and it is within those limits.</p> <ul style="list-style-type: none"> ○ Is there any use in having a petition? <p>Cllr Frankling said that as planning is a formal process, it is better for more objections made to that.</p> <ul style="list-style-type: none"> ○ Will there be possible extensions to the size of the quarry? <p>Cllr Frankling does have plans for the site. It is not believed they have any adjacent land, but permission is in place to extend within the confines of Blaise Farm.</p> <ul style="list-style-type: none"> ○ A resident asked whether a log was being kept of the blasts. <p>The Parish Council does not keep a log about the blasts. The Clerk was asked to send out notification about the blasts to the Village asking people to keep a record of their impressions of the nature of the blast, with the time and date. These could be presented at liaison meetings and be matched to where they blasted that day.</p>	<p>Clerk</p>

Signed

Date

<p>6.</p>	<p>MONTHLY TOPICS FOR DISCUSSION:</p> <ul style="list-style-type: none"> • Pavement parking in the village TMBC have said that <i>"in most cases vehicles are not allowed to park half on the road and half on the pavement unless there are covered by a suitable sign which indicates that parking on the pavement is allowed, these are usually blue signs showing a vehicle parked at an angle and are usually sited in narrow street locations. We can enforce where a single or double yellow line is present, if no lines are present and vehicles are parked partly on the road and on the pavement it becomes a police matter as only they can enforce for obstruction of the footway"</i>. The Clerk was asked to notify the PCSO. • Gates onto Cosgrave Field Cllrs did not agree that residents should have gates onto Cosgrave Field. The Clerk was asked to write to the owner of the property with a gate, stating that they did not have a right to use Cosgrave Field, permission was not sought and the Parish Council did not want to create a precedent with other properties. • Village Hall Car Park The Parish Council has been notified by the Village Hall Committee that one of the cubs had an injury in the hall car park early in March which unfortunately has resulted in an ankle fracture. • Mobile Speed Indicator Device This has already been discussed. Cllrs Frankling and Stretton will look into the cost of cameras which can also record number plates. • Annual Review: Standing Orders, Financial Regulations, Bye-Laws, Parish Councillors Attendance <ul style="list-style-type: none"> ○ The Standing Orders were considered and confirmed as approved without amendment as already adopted. ○ New Financial Regulations based on the NALC model were considered and adopted. ○ The bye-laws were considered and no amendments were necessary. <p>Councillors attendance at meetings was discussed. Some residents have expressed an interest to be involved on the Parish Council. If Cllrs are finding it difficult to attend meetings there are others who would like that opportunity.</p>	<p>Clerk</p> <p>Clerk</p> <p>DF+DS</p> <p>All</p>
<p>7.</p>	<p>ONGOING PROJECTS/REPORTS:</p> <ul style="list-style-type: none"> • Environmental Enhancement Scheme – start date 18.04.17 Details have already been discussed. A quote for making and installing the gateways on The Green of £3,200 has been received which is quite comprehensive. Another quote will be obtained. Cllr Frankling will speak to KCC Highways to discuss payment of the gates. The plan and changes to it were discussed in detail at the APM. • Parish Council Projects Pond – Cllr Frankling has purchased some duckweed inhibitor. A Working Party met at the Pond recently and moved a huge amount of brambles. They couldn't clear the duck house as there was already a duck in there with 12 ducklings. A wire mesh has been put over the drain cover, to prevent ducklings falling down there as they did last year. 	<p>DF</p>

Signed

Date

	<p>The Well – Cllr Frankling will look at the work that is needed then liaise with other Cllrs.</p> <ul style="list-style-type: none"> • Parish Land and Property and Trees: Repairs, maintenance and any other matters <ul style="list-style-type: none"> ○ Cllr Frankling agreed to look at the Marine Ply on the large frame in the playground. ○ Cllr Williams will use baling twine to pull back the hedge in Pepingstraw Close to keep it falling out. The hedge cannot be cut as there is nothing behind it and it will leave a hole. ○ The hornbeam has been planted next to the bus shelter. It needs highlighting and protecting from being damaged when the grass is cut. Cllr Pierce will look at this. ○ The fir trees in Cosgrave Field have been inspected by Adrian Marchant. He has quoted for <i>"5 Scots pines, dismantle and fell to ground level due to them shedding branches and large limbs and becoming unsafe – raise the lower crowns on remaining trees"</i>. Cllr Frankling will inspect so that any action can be taken before the Jazz event. ○ A telephone report was made to the Parish Council expressing concern about 200ft tall trees in Hayes Lane which would impinge a fire engine or were ready to fall over. Both Cllr Williams and Adrian Marchant have inspected and cannot find anything that would impinge a fire engine, or may fall over or is that tall. ○ Cllr Williams reported that the fence from the footpath near Hayes Lane onto the Landfill site has fallen so you can walk straight into the quarry. The Clerk was asked to report this. ○ Cllr Williams has entered the village into the Kent Men of the Trees competition and they will be visiting in May. If anyone notices anyone planting anything new they should tell Cllr Williams. The Council have just planted the hornbeam and Stephen Betts has also planted some new trees. ○ Cllr Frankling will notify Cllr Williams before the granite chippings are delivered, so she can ensure the Mulberry Tree is kept safe. ○ Cllr Williams has got 14 sponsors for the 2018 calendar. The panel felt the photos selected for the calendar were stunning. The Parish Council have been fortunate to get the printing done at a discounted rate for the 3rd year which helps costs. There was a discussion about themes for the 2019 calendar. Suggestions for Historic Offham Photos and Animal pictures were discussed. It was agreed that the 2019 theme would be for historic Offham photos. • Village Hall There is lots of work being carried out to the hall. A proposal was put to the APM on precepting money for the Village Hall and this was universally approved. This will apply from 2018-19. • Village Trust There was nothing further to report. 	<p>DF</p> <p>DF</p> <p>WW</p> <p>WP</p> <p>DF</p> <p>Clerk</p> <p>WW All</p> <p>DF + WW</p>
<p>8.</p>	<p>PARISH COUNCILLOR REPORTS:</p> <ul style="list-style-type: none"> • Blaise Farm (12.09.17) There is no further update. • Offham Landfill Site There is no further update. • JPCTCG – 30.03.17 Cllrs Frankling and Stretton attended. Cllr Stretton reported about the lengthy 	

Signed

Date

	<p>meeting and long discussion about strategies employed by local Parish Councils to minimise the impact of the Maidstone Local Plan. There were quite detailed presentations. Maidstone Borough Council are being challenged about the overall plan by Maidstone Parishes and several other interested groups. The meeting was very complimentary about how Tonbridge & Malling Borough Council have approached their local plan process to date.</p> <p>New Government rules are trying to make all Borough Councils recognise that they are inter dependent and affect nearby parishes – eg Hermitage lane.</p> <p>East Malling have purchased two Speedwatch SIDs, and Cllrs Stretton will clarify exactly what they are.</p> <ul style="list-style-type: none"> • Pond 2 duck crossing signs have been installed. • Speedwatch This has already been discussed. • Annual Parish Meeting 4th April 2017 The draft Minutes can be displayed on the Parish Council website. About 60 people attended the meeting which was interesting and informative. Stewart Malcolm was unable to attend the APM, but was presented at the meeting with a framed photo and awarded the Offham Community Award in recognition of his many years of contribution to the Village. He was thanked for his support the village which was greatly valued. Cllr Frankling has discussed opening a Facebook page for the Parish Council and this will go up this year. • Village Calendar: 2018 and 2019 This has already been discussed. 	<p>DS</p>
<p>9.</p>	<p>MONTHLY CHECK LIST:</p> <ul style="list-style-type: none"> • Highways: <ul style="list-style-type: none"> ○ Any potholes should be reported to KCC quickly as they have money allocated to deal with this ○ Cllr Frankling has discussed extending the 30mph limit beyond Spadework with KCC Officers who were supportive and think we have a good case. There will be a cost of £300. Cllrs AGREED they would be happy to fund this. As well as safety benefits, an extended 30mph limit may allow a further site for the mobile SID along that stretch of road. ○ A resident has reported being confronted by 3 horses who were being ridden the wrong way along North Meadow. Cllrs were not aware of having seen horses riding the wrong way along North Meadow before, but the Clerk was asked to notify the PCSO. ○ Nurses visiting Underwood often go in the right way, but exit the wrong way. A request will be made for Underwood to put a sign by their front door reminding drivers that they must turn right on leaving. • Any other matters: There were no other matters. 	<p>DF</p> <p>Clerk</p> <p>DF+BO</p>
<p>10.</p>	<p>Up and Coming Events:</p> <ul style="list-style-type: none"> • Offham Society – Jazz Event 18th June 2017 Cosgrave Field Cllr Slate will complete a risk assessment of Cosgrave Field. • May Day 29th April 2017 Cllrs Oliver and Slate will complete a risk assessment of the village green. Cllr Frankling has had two signs made for the road for Village events – one for 	<p>PS</p> <p>BO+PS</p>

Signed

Date

	the junction of King Hill and one for the junction of Seven Mile Lane. Cllr Pierce explained that the steam engine is being repaired. He has been asked to display a ploughing engine but it will need to be driven on a lorry and low loader which will be parked outside the pub. This is very large. Cllrs AGREED they had no objections to this.																																																	
11.	CORRESPONDENCE AND MATTERS ARISING: A thank you note has been received from the Scout group for the Parish Council's donation.																																																	
12.	<p>FINANCIAL MATTERS:</p> <ul style="list-style-type: none"> Cheques for approval and signature and Financial Statement: <table border="1"> <thead> <tr> <th>Cheque</th> <th>Payee</th> <th>Description</th> <th></th> </tr> </thead> <tbody> <tr> <td>1478</td> <td>Clerk</td> <td>Salary & Expenses March 2017</td> <td>£689.21</td> </tr> <tr> <td>1479</td> <td>HMRC</td> <td>PAYE & NI March 2017</td> <td>£71.98</td> </tr> <tr> <td>1480</td> <td>Viking Direct</td> <td>Office Supplies</td> <td>£98.36</td> </tr> <tr> <td>1481</td> <td>Village Hall Committee</td> <td>Hall Hire Quiz Night</td> <td>£68.00</td> </tr> <tr> <td>1482</td> <td>SE Young</td> <td>Car Park Gardening</td> <td>£20.00</td> </tr> <tr> <td>1483</td> <td>W Williams</td> <td>Reimbursement Costs APM</td> <td>£20.61</td> </tr> <tr> <td>1484</td> <td>St Michaels PCC</td> <td>Churchyard gardening 2017</td> <td>£1000.00</td> </tr> <tr> <td>1485</td> <td>KALC</td> <td>Membership Renewal 2017</td> <td>£343.44</td> </tr> <tr> <td>1486</td> <td>D Stretton</td> <td>Reimbursement Costs APM</td> <td>£55.58</td> </tr> <tr> <td>1487</td> <td>D Frankling</td> <td>Reimbursement Costs APM+Sign</td> <td>£115.61</td> </tr> <tr> <td></td> <td></td> <td>TOTAL</td> <td>£2,482.79</td> </tr> </tbody> </table> <p>The financial statement for March was approved and signed. The end of year papers will be ready for the May meeting.</p> <ul style="list-style-type: none"> Any other financial matters There were no other matters. 	Cheque	Payee	Description		1478	Clerk	Salary & Expenses March 2017	£689.21	1479	HMRC	PAYE & NI March 2017	£71.98	1480	Viking Direct	Office Supplies	£98.36	1481	Village Hall Committee	Hall Hire Quiz Night	£68.00	1482	SE Young	Car Park Gardening	£20.00	1483	W Williams	Reimbursement Costs APM	£20.61	1484	St Michaels PCC	Churchyard gardening 2017	£1000.00	1485	KALC	Membership Renewal 2017	£343.44	1486	D Stretton	Reimbursement Costs APM	£55.58	1487	D Frankling	Reimbursement Costs APM+Sign	£115.61			TOTAL	£2,482.79	
Cheque	Payee	Description																																																
1478	Clerk	Salary & Expenses March 2017	£689.21																																															
1479	HMRC	PAYE & NI March 2017	£71.98																																															
1480	Viking Direct	Office Supplies	£98.36																																															
1481	Village Hall Committee	Hall Hire Quiz Night	£68.00																																															
1482	SE Young	Car Park Gardening	£20.00																																															
1483	W Williams	Reimbursement Costs APM	£20.61																																															
1484	St Michaels PCC	Churchyard gardening 2017	£1000.00																																															
1485	KALC	Membership Renewal 2017	£343.44																																															
1486	D Stretton	Reimbursement Costs APM	£55.58																																															
1487	D Frankling	Reimbursement Costs APM+Sign	£115.61																																															
		TOTAL	£2,482.79																																															
13.	AGENDA ITEMS FOR NEXT MEETING AGM will be held during the May meeting. Cllrs Williams and Slate gave their apologies.																																																	
14.	ANY OTHER BUSINESS: There was no other business.																																																	

The Meeting concluded at 8.50 pm.

Date of next meeting and Annual Parish Council Meeting: **Tuesday 2nd May 2017** at 7.30pm

Signed

Date