

**MINUTES OF OFFHAM PARISH COUNCIL MEETING  
TUESDAY 4<sup>th</sup> DECEMBER 2018 AT 7.30PM  
OFFHAM VILLAGE HALL COMMITTEE ROOM**

**Present:** Cllrs D Frankling (Chair), W Williams (Vice Chair), A Marchant, W Pierce, S Rickett, P Slate, D Stretton, County Councillor Hohler (7.35-7.50pm), Clerk, 1 member of public

MINUTES	ACTION
1. <b>APOLOGIES RECORDED, DECLARATIONS OF INTEREST MADE:</b> Apologies were received from Borough Councillor Balfour and PCSO MacMillan. There were no declarations of interest.	
2. <b>MINUTES ARISING FROM 6<sup>th</sup> NOVEMBER 2018:</b> The minutes arising from 6 <sup>th</sup> November were agreed by all Councillors and signed as approved by Cllr Frankling.	<b>DF</b>
3. <b>PLANNING</b> <b>New Applications:</b> There were no new applications.  <b>Approvals:</b> <ul style="list-style-type: none"> <li>• <b>TM/18/ TM/18/02363/PDVAR - Agricultural Land West of Wingfield Bank, Sandy Lane,-</b> Prior Notification: Change of use of an existing agricultural building and land within its curtilage into a residential dwelling house and associated building operations (part 3 Class Q). <b>PRIOR APPROVAL NOT REQUIRED</b></li> <li>• <b>TM/18/02430/TPOC - Kentfield House</b> - T1 dead standing Oak tree to dismantle to ground level</li> <li>• <b>TM/18/02432/TNCA - Yew Tree Cottage</b> - T1 - T3 Beech trees to reduce by 25% and remove back to main stem any small limbs</li> <li>• <b>TM/18/02330/FL - Godwell Farm</b> - Proposed conversion of redundant barn to residential dwelling</li> <li>• <b>TM/18/02325/TPOC - Cover Point, Church Road</b> - Two pine trees to crown lift to approx 4m and deadwood. Pine tree no 1 to remove branch close to house with compression fracture</li> <li>• <b>TM/18/02103/LB - Offham House</b> - Listed Building Application: Replacement of 13 windows to the front elevation with like for like windows, matching the original. The replacement windows will be made from Sapele timber, with an addition of heritage double glazing</li> </ul> <b>Refusals and Enforcements:</b> There was nothing to report.  <b>Any other Planning Matters:</b> Cllr Frankling responded to the TMBC Local Plan consultation on behalf of the Parish Council, saying that although we were concerned about increasing the number of houses we understand there was no option and we felt the process was professional and measured. It is understood there were 3750 responses - 3634 objections and 211 in support.  <b>VOSAs:</b> There was nothing to report.	
4. <b>EXTERNAL REPORTS:</b> <b>County Councillor:</b>	

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	<ul style="list-style-type: none"> <li>• The West Malling Quarry Site is not included in the KCC Minerals Plan. It went through Committee and Cabinet and now goes to the full KCC Meeting on 13 December for ratification. There is then a period of consultation for 6-8 weeks, which is analysed before it goes to the Inspector. The reason given for it to be excluded from the Plan was that it is Green Belt Land. There was a legal challenge by the promoter as there are quarries in greenfield sites. However, it was felt that working on this site will impinge on the openness of the Green Belt - because the houses are so near the bunds would have to be so high, and also because of the road situation. Also, there is no longer such an overriding need for such a long period of sand extraction and other sites have come up with some capacity.</li> <li>• The attempt to get a speed reduction on the A20 has not been successful.</li> <li>• KCC are still struggling with budgets and are determined not to cut non statutory duties. There is a determination not to close libraries which will be increasingly important as social venues in the future. They are able to make budget savings by changing some opening times. There is a consultation until 29 January which can be completed online or at a library.</li> <li>• Offham have been part of the KCC Big Conversation about buses. Pilots schemes are increasing the service to link villages by dropping off passengers at a location where they can get a main bus.</li> <li>• Cllr Frankling has received calls from residents to say how nice the workmen are in the Village. This is the last stage of the Environmental Enhancement Plan. After the work has finished, we want to replicate the speed and traffic count we did 3 or 4 years ago so there is an objective assessment of the impact of the Scheme, if any. The Parish Council would appreciate support from County Councillor Hohler to fund this, and recognise how much she has already helped Offham. Cllr Hohler agreed to help fund this if she had money available.</li> <li>• <b>Borough Councillor:</b> There was no report.</li> <li>• <b>Police:</b> PCSO Dylan McElligott will now be covering Offham.</li> </ul>	
<p>5.</p>	<p><b>ANY MATTERS RAISED BY MEMBERS OF THE PUBLIC THAT ARE NOT ALREADY ON THE AGENDA:</b> There were no matters raised.</p>	
<p>6.</p>	<p><b>MONTHLY TOPICS FOR DISCUSSION:</b></p> <p>a) To consider Consultation on the draft KCC Libraries, Registration and Archives strategy <a href="http://www.kent.gov.uk/lrastrategy">www.kent.gov.uk/lrastrategy</a> (29.01.19) Cllr Hohler discussed this with us.</p> <p>b) To consider Lower Thames Crossing Consultation (20.12.18) <a href="https://highwaysengland.citizenspace.com/ltc/consultation/">https://highwaysengland.citizenspace.com/ltc/consultation/</a> This was discussed.</p> <p>c) To consider request by Action with Communities in Rural Kent about Local Needs Housing and Survey A representative has been invited to the February meeting. There was a discussion about lower cost housing and rental that would only be available to people with links in village. This could be put to the village at the APM. Concern was expressed that building houses in areas that would not normally get planning permission, albeit because they are for local people, may create a</p>	<p><b>All</b></p> <p><b>All</b></p> <p><b>Clerk</b></p>

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	<p>precedent.</p> <p>d) To consider sites for HGV Pilot Scheme (KALC)  Cllrs will consider suggesting possible areas to prevent lorries travelling along roads which are deemed unsuitable.  It was reported that a lorry going to the farm got stuck in North Meadow and caused havoc. It had been travelling through the village. There have been increasing incidents of big lorries for the farm coming through village rather than from Kings Hill. The Clerk was asked to write to the farm about this.</p> <p>e) To receive updates on Environmental Enhancement Scheme  This will be completed this week when the resurfacing has finished. In hindsight, the note we sent to the village was the right thing to do and it was reassuring how many responses were independently supportive of the Parish Council. Cllrs found this very heartening. The majority of the whole village as well as Teston Road wanted the works carried out at night.  There have been problems reported with water laying outside Dutts Cottages on Teston Road. KCC Highways are waiting to see where the water goes when the road is resurfaced and they will jet the drains out. It is not known where the drains flow to and this has always been a problem with drains in the village and is not due to the Scheme. The drains can be jetted out but then still not work. All the Parish Council can do is pass the reports to Highways.  The resurfacing will be the end of scheme as far as Highways are concerned. We then have a one year remedial action window to rectify any problems. A new traffic count, which Cllr Hohler has agreed to fund, will show whether it has worked or not. It was felt that the scheme does work where there is a contra flow - if two cars are passing they do slow down. If there is only one car on the road it is debatable how you could ever slow them down.  The Mobile SID and VAS are having a great impact and Cllr Rickett and his team were thanked for their work on this.</p> <p>f) To consider quotes received and to award Maintenance Contract 2019  A two year contract was agreed with Cllr Marchant last year which does not expire until the end of 2019. Quotes have been sought from two contractors as per the Financial Regulations requirements.</p> <p>g) To receive Councillor reports on Fire Hydrant Checks  Cllrs will look at the hydrants in the village and report back to the Clerk.</p> <p>h) To receive an update on Parish Council request to remove trees in Play Area car park  TMBC have not answered this request yet.</p> <p>i) To consider nominations for KALC and Offham Community Awards Scheme 2019  The KALC Award must be agreed at the January meeting.</p> <p>j) To consider request to use Cosgrave Field (23.06.19) Offham Society &amp; St Michael's Church, Lazy Sunday Jazz  Councillors all AGREED to this request. Mike Rowe reported that he will supply the Parish Council with a risk assessment and that the event will be covered by the Church insurance</p> <p>k) To note KCC Public Diversion Order for Bridleway MR263 (part), Offham  This was noted.</p>	<p><b>All</b></p> <p><b>Clerk</b></p> <p><b>SR</b></p> <p><b>Clerk</b></p> <p><b>All</b></p> <p><b>Clerk</b></p>
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	<p>l) To consider Local Elections 2019 and any action Elections are in May and Cllrs need to decide whether they want to stand again. The Parish Council will send a note out to the village to see if anyone else is interested.</p>	<b>Clerk</b>
7.	<p><b>ONGOING PROJECTS/REPORTS:</b> <b>Village Trust</b> There is nothing to report. This should be taken off as a regular Agenda item.</p>	<b>Clerk</b>
8.	<p><b>PARISH COUNCILLOR REPORTS:</b> <b>Parish Councillor Reports:</b></p> <p>a) To note Kent Men of the Trees, Trees in the Village Competition 2018 – Offham Overall Winner Cllr Williams was congratulated on helping the village achieve first place in the Trees in the Village competition. The Parish Council has been awarded a Certificate, tree and cheque for £30. Councillors discussed how to spend the prize money, which will initially be allocated to Village Projects.</p> <p>b) Blaise Farm: (i) Quarry – to consider location of monitoring equipment and Noise complaint A noise complaint was received from a Cottage on The Village Green. The Clerk has passed on Gallagher’s details to the resident to liaise with them directly. Cllr Rickett has spoken to Bill Bowley from Gallagher’s. Cllr Rickett is concerned that the location of the current monitoring equipment is skewed to two sides of the quarry. It was explained that location of the equipment had been agreed by TMBC Planning and to move it would require their agreement again. Cllr Rickett has been invited by Gallagher to look at the location of the monitoring equipment. Gallagher have also invited Councillors to see the blasts being set off, and Councillors confirmed they would like to attend. Cllr Rickett will liaise with Gallagher to arrange this. Mike Rowe has maps of the area and videos of the rock strata which he will provide to the Parish Council, who expressed appreciation of any information he could provide.</p> <p>(ii) IVC Waste Management (19.03.19) Cllrs Rickett and Williams will attend.</p> <p>(iii) To consider report of gas odour in the village There has been a complaint about a natural gas smell in the village. This has been noticed on other occasions, and there was a smell of gas in North Meadow today. On another occasion this was noticed on the Village Green near the Quintain. British Gas investigated but could not find anything. Cllrs will keep this under review.</p> <p>c) Offham Landfill Site (25.04.19) The date of the next meeting was noted.</p> <p>d) To receive updates from JPCTCG (26.11.18) Cllr Stretton attended and reported:</p> <ul style="list-style-type: none"> <li>• Both Mike Whiting, KCC Cabinet Member, and Simon Jones, Director of KCC Highways spoke at the meeting</li> <li>• The Lower Thames Crossing was discussed, which will come out near the Inn on the Lake on the M2. The general concern was the fact that</li> </ul>	<p><b>Clerk</b></p> <p><b>SR</b></p> <p><b>SR</b></p> <p><b>SR+WW</b></p> <p><b>All</b></p>

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	<p>Highways England who are sponsoring it have said it won't have any effect on population of Kent to the West of where it comes out but will be felt by the population on the East - so any mitigation measures are only for the East. However, it was felt that all junctions on the M20 from here will be impacted. Traffic could even potentially go through Meopham. It needs to be stressed that Highways England must spend money to mitigate both East and West.</p> <ul style="list-style-type: none"> <li>• Each of the 5 bus pilot scheme trials uses a slightly different form, from coaches to taxis, trying to link villagers to a point where they can get onto a bus that takes them to a main area.</li> </ul> <p>Cllr Stretton agreed to formulate a response to the Lower Thames Crossing on behalf of the Parish Council.</p> <p>e) To receive update and reports from KALC There was nothing further to report.</p> <p>f) To receive updates and information from Offham Village Hall The Village Hall Committee are working incredibly hard and Cllr Williams reported on their recent fund raising. It was noted that the roof to the Committee Roof has been redone and the room is much warmer. They are replacing the flooring in the entrance hall next.</p>	<p><b>All</b></p> <p><b>DS</b></p>
<p>9.</p>	<p>a. To note any Highways problems (<a href="http://webapps.kent.gov.uk/kcc.khsfaultsgis.web.sites.public/">webapps.kent.gov.uk/kcc.khsfaultsgis.web.sites.public/</a>) There are no issues to report.</p> <p>b. To receive updates about Speed Indicator Devices Cllr Rickett has received details about how to retrieve the stored information from the Mobile SID. Cllrs would like more sites to use the Mobile SID and to purchase a second machine.</p> <p>c. To consider General Data Protection Regulations and receive updates The Clerk is working with Vision ICT to set up email addresses, and the Information Commissioners Office have accepted the payment by Direct Debit and confirmed the Parish Council's registration.</p> <p>d. To receive updates on Parish Council Projects There were no updates.</p> <p>e. To receive reports about Parish Land (including The Pond, the Pound, Village Green and Cosgrave Field), Property and Trees: Repairs, maintenance and any other matters Cllrs will meet in the play area to discuss works needed. Cllr Williams has cleared away leaves around the village. A pond working party is needed in the new year. The manhole cover on the Village Green has been repaired. Mr Betts has agreed to store the 1 tonne salt bag again.</p> <p>f. To consider Any other matters There were no other matters.</p>	<p><b>SR</b></p> <p><b>Clerk</b></p>
<p>10.</p>	<p><b>Events:</b></p> <ul style="list-style-type: none"> <li>• Poppies and plaques on The Village Green and Armistice Centenary Commemoration</li> </ul>	

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**Minutes of Offham Parish Council Meeting Contd**

	<p>Cllr Frankling met with Cllr Williams and the Clerk and draft figures have been circulated to Cllrs. TMBC will send out the Tax Base figures and the Election Expenses shortly. In principle it was felt that the precept from last year should be increased by £1,000 to cover the funding for the Village Hall as approved at the APM. The budget and precept will be approved at the January meeting.</p> <p><b>d) Any other financial matters</b>          Nat West have confirmed that the mandate has been changed to record Cllr Rickett as a signatory.          The Parish Council decided not to run the photo competition for a Calendar next year. Cllr Williams has other fund raising ideas.</p>	<p align="center"><b>Clerk</b></p> <p align="center"><b>WW</b></p>
<p><b>13.</b></p>	<p><b>AGENDA ITEMS FOR NEXT MEETING</b>          Race night and Precept.          Concern has been expressed that the Parish Council are not communicating information as well as we should. Cllr Frankling has emailed the Offham Society and May Day and Cllr Williams has emailed the Village Hall Committee suggesting we send the Agenda and draft Minutes to them direct so they can see exactly what is going on. This was Approved.          A resident has reported nearly being run over at North Meadow by two cars driving on both sides of the island the wrong way. It was suggested the gate might be moved to avoid the island being used. Cllr Frankling will approach Mr Betts and this will be discussed at the next meeting.</p>	<p align="center"><b>DF</b> <b>WW</b> <b>Clerk</b></p> <p align="center"><b>DF</b> <b>Clerk</b></p>
<p>13.</p>	<p><b>ANY OTHER BUSINESS</b>          The January meeting has been moved to 8<sup>th</sup> January 2019</p>	

The Meeting concluded at 9.30pm.

Date of the next Parish Council meeting: **Tuesday 8<sup>th</sup> January 2019** at 7.30pm

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