

**MINUTES OF THE OTHAM PARISH COUNCIL MEETING
HELD BY ZOOM ON MONDAY, 9 NOVEMBER 2020 AT 7.45 PM**

PRESENT: Cllrs K Hipkins (Chairman); R. Gray; S. Trench; V. Moon; H. Drake; C. Hickmott; Mrs T. Irving – Clerk; Cllr Gary Cooke (KCC); Mrs Kinga Stallwood + 2 further Members of the Public.

1 APOLOGIES: Cllr Newton (conflicting MBC meeting); PCSO Kirsty Greaves.

The apologies and reasons for absence were noted and accepted.

2 NOTIFICATION OF WHETHER ANYONE WISHES TO FILM, PHOTOGRAPH OR RECORD ANY ITEM – None received.

3 DECLARATIONS OF INTEREST: Cllr Trench – Item 13.

4 COUNCILLOR VACANCIES/CO-OPTION: Mrs Kinga Stallwood had expressed an interest in the vacancy and submitted details for circulation to Members prior to the meeting.

Following a chat with Mrs Stallwood, it was unanimously agreed to proceed with her co-option. Clerk to establish the rules for signing an Acceptance of Office. DPI and Co-option paperwork to be completed within 28 days. **ACTION: Clerk/Cllr Stallwood**

Whilst initial interest was expressed from other members of the public, this was not followed up further.

5 CRIME REPORT & POLICING UPDATE: PCSO Kirsty Greaves.

2 Crimes of note.

1 x Theft from vehicle – number plate stolen – Boyson Drive

1 x Theft other – keys left in a door taken – Butler Walk

Anti-social behaviour and other incidents of note:

Nuisance quad bikes in the woods. Regular patrols being carried out to monitor.

Nuisance youths with catapults in the area. No further incidents after patrols were carried out. Will continue to monitor and for resident to report any further incidents.

It was noted by Councillors an incident regarding a possible firearm in White Horse Lane took place recently.

6 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:

The meeting was reconvened.

7 APPROVE & SIGN MINUTES OF MEETING HELD ON 7 SEPTEMBER 2020: The minutes were agreed as a true and accurate record of proceedings & will be signed by Cllr Hipkins at his earliest convenience. **ACTION: CLLR HIPKINS**

8 RECEIVE BOROUGH COUNCILLORS REPORT: Not available.

9 RECEIVE COUNTY COUNCILLOR'S REPORT: See Appendix A

Cllr Cooke wished to add to his report that 'Youth Decides' will take place this Saturday. There is £10,000 funding available to assist with youth projects.

Cllr Cooke is working with churches to identify families who need support and might otherwise go without over Christmas.

He is also trying to bring older people together who might otherwise be socially isolated.

Cllr Gray asked if Cllr Cooke has any information regarding plans by Bellway Homes to widen Church Road? Cllr Cooke stated that such plans would require a traffic order. The work that is currently being undertaken is to repair potholes, not widen the road.

10 REVIEW OF COVID 19 CIRCUMSTANCES: Information continues to be circulated to councillors on a regular basis.

Sign required for play area to remind parents /carers that the safety of children remains their responsibility. **ACTION: CLERK**

11 BICKNOR WOOD – Flytipping: Bicknor Woods Group has purchased CCTV signs at two of the entrances, and are planning to put a 'No Fly Tipping' sign on the Gore Court Road entrance.

They have been discussing the possibility of installing an A or K frame, or even a kissing gate, but the cost will leave little in their reserves. They state that any help would be appreciated.

The group are funding the production of a woodland 5 year management plan and will be exploring funding raising.

12 FINANCE.

12.1 Approve Statement of Account:

Cheques issued

Cheques issued		
MBC	Play Area Refurbishment	419.70
RBL	Donation – Wreath	50.00
HMRC	PAYE	183.00
Maidstone Signs	V. Hall Sign	480.00
KCC Re Kent Pension	Employer/Employee (Sept)	170.88
T. Irving	Clerk's Salary/Expenses (Sept)	463.17
MBC	Play Area Refurbishm't (Final Payment)	14.56
Maidstone Signs	V. Hall Light	198.00

KCC Re Kent Pension	Employer/Employee (Oct)	150.58
T. Irving	Clerk's Salary/Expenses (Oct)	433.95
Commercial Services	Printing Ragstone	57.00

Cheques received:

HMRC	VAT Refund	255.31
MBC	PSS	728.00
NatWest	Interest – Business Acct	0.12

Balance of Current Account: £22,801.99 credit, after all cheques sent/rec'd

Balance of Business Reserve Account: £4,922.34

Total Funds: £27,724.33

Cllr Trench proposed acceptance of the above, seconded by Cllr Hipkins & unanimously agreed. **RESOLVED**

12.2 BUDGET PROPOSALS 2021/22: It was agreed that £2,000 be set aside for notice boards and an amount yet to be determined may be required for a car park.

12.3 Other Matters to Report: Work continues on the financial regs.

New accounts are not being accepted by HSBC at the moment due to the coronavirus.

ACTION: CLERK

13 CONSIDER PLANNING APPLICATIONS: RECEIVED/GRANTED

- Following Cllr Newton's move to MBC's Planning Committee, it was agreed that Cllr Hickmott will replace him on OPC's Planning Committee. **ACTION: CLLR HICKMOTT**

New Applications

20/504086/FULL Amber House, Otham Street

Proposal – Erection of a two storey rear extension with first floor balcony and first floor side extension. Changes to fenestration.

20/504933/FULL Bishops & Bishops Annex, Avery Lane

Demolition of existing dwelling (Bishops Annexe) and garage/workshop/machinery store. Erection of 1 no replacement dwelling and garage. Erection of replacement garage/workshop/machinery store to serve Bishops.

(Cllr Trench expressed an interest and will not comment due to being a close neighbour).

Applications Granted

20/500713/FULL Bicknor Farm (now known as Monchelsea Park), Sutton Road.

Delegated report – Permitted.

Awaiting Decision by MBC

20/504438/ FULL Aspley House, Avery Lane ME15 RZF8

Re. Conversion of existing garage into an annexe ancillary to the main dwelling together with single storey extension, external alterations and insertion of rooflights. Creation of 1

no. additional parking space, alterations to driveway and associated hard and soft landscaping.

The council has no objections to this application. However, it was requested that a condition could be added to ensure that the extension is only used as an ancillary dwelling and cannot be used as a separate home.

Update Church Road Planning Application. The Inquiry will start on 23 November and will be open to the public but registration will have to be made with the Inspectorate in advance. Contact details for registering to be advertised on the website and Facebook. **ACTION: CLERK/CLLR TRENCH/MOON**

14 VILLAGE GREEN

Update re Bollards: An order has been placed with Steven Waring in the sum of £301.50. This includes replacement or reinstatement of the bollards (as considered appropriate) and reinstalling the removal post.

Car Park: NT confirmed to Cllr Drake that they will not be willing to open the Stoneacre car park to the general public due to potential problems with vandalism and it could become waterlogged.

Cllr Hipkins and the Clerk attended a meeting with MBC to explore the possibility of a car park. A ball park figure of £20,000 to £25,000 was advised for one with no foundations. The track would run between the Oak and Field Maple but careful attention will be required to avoid damage to the roots. Cllr Hipkins to take the suggested measurements and discuss with MBC's Landscape Officer.

ACTION: CLLR HIPKINS

Consider Request to Install Bench: Cllr Stallwood elaborated on her original request and stated that she would be very happy if a bench, or tree could be planted in memory of her father? It was proposed, seconded & **RESOLVED** that a fruit tree was a great idea as the green already has a sufficient amount of benches. Clerk to seek advice from Steven Waring for the best position. **ACTION: CLERK**

The S106 form has been completed and returned to MBC to request the play area funding. The Clerk also submitted a request for noticeboards but was advised that the agreement had not made a provision for this. However, as it is unclear what has happened to the monies that were set aside in the agreement for a Community Needs Study, could it be possible for this to be used?

15 **NEIGHBOURHOOD PLAN: Provide update:** The Regulation 16 consultation is now open and will finish on 27 November. All responses will be considered by the appointed examiner. A report will be submitted and go to a referendum. 50% of everyone who votes needs to say 'yes' to the plan.

16 **COMMUNITY RIGHT TO BID/ASSET(S) OF COMMUNITY VALUE: White Horse PH.** It was agreed that this should be explored again. Cllr Trench to head up the new project and recirculate the information that was previously gathered.

ACTION: CLLR TRENCH

17 RECEIVE REPORT OF MEETINGS AND SEMINARS ATTENDED:

- KALC meeting of 1 October attended by Cllr Gray – minutes circulated.
- Meeting to discuss OPC response to the Government's Planning White Paper was attended by Cllr Hipkins, Hickmott and the Clerk. Response agreed by all members prior to submission.
- Village Green Car Park meeting attended by Cllr Hipkins and the Clerk on 28 October – see Item 14 above.

18 NOTICE BOARDS: A board is required for both The Coppice and Bicknor Wood – See Items 12.2 and 14 above.

19 HEDGE CUTTING/BICKNOR WOOD (Future Maintenance): Having made a request for the hedge at the junction of White Horse Lane/Gore Court Road to be cut back, the Clerk was advised by Bellway Homes that this would be carried out w/c 26 October. Clerk to chase and establish if they are aware that a section of the hedge has been removed by a resident? Reinstatement of the missing hedge to be requested. Has someone been appointed to carry out future maintenance? **ACTION: CLERK**

The owner of the hedge further down WH Lane has also been contacted twice to request that the top and roadside are cut.

20 URGENT MATTERS: Cllr Trench agreed to take on the role of KALC representative (Cllr Hickmott to cover the meeting of 23 Nov in Cllr Trench's absence).

ACTION: CLLRS TRENCH/HICKMOTT

21 RECEIVE CORRESPONDENCE: Various correspondence circulated by email.

- Invitation to attend KHS Remote Parish Seminar 19 November. Cllr Hickmott to represent the Council. **ACTION: CLLR HICKMOTT**

22 ADDITIONAL MATTERS TO BE DISCUSSED AT NEXT MEETING ON 9 NOVEMBER 2020: Please contact the Clerk if you have items that you wish to be considered for the agenda.

There being no further business, the meeting closed at 9.15 pm.

The next meeting of the Council will be held on Monday 11 January, 2021.

Appendix A – County Councillors Report.



Nov 20 Parish
Report.docx