

**MINUTES OF THE OTHAM PARISH COUNCIL MEETING
HELD ON MONDAY, 9 JULY 2018 AT 7.45 PM
IN THE VILLAGE HALL**

PRESENT: Cllrs R. Gray (Chairman); S. Trench; V. Moon; R. Gardner; K. Hipkins; G. Newton (OPC & MBC); PCSO Zoe Turner; Cllr G. Newton (MBC); Cllr G Cooke (KCC); 2 Members of the public.

1 Minute silence was held to mark the passing of former parish councillor, Robert (Bob) Drake.

1 APOLOGIES: Cllr Drake (personal reasons) & Teresa Irving (Clerk) Holiday.

Apologies and the reasons for absence were noted and accepted.

Cllr Knottley's absence was noted.

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

3 DECLARATIONS OF INTEREST: There were no declarations.

4 FORMAL RESIGNATION OF CLLR/COUNCILLOR VACANCY: Further to Lynden Gandotra's resignation (May meeting). MBC has confirmed that the statutory period is complete and co-option can now take place.

5 RECEIVE POLICE REPORT: Reports obtained from e-watch.co

Between 9:00pm on Wednesday 16th of May and 7:00am on Thursday 17th of May in Avery Lane. Furniture was stolen from a residential garden.

PCSO Turner advised that there was a burglary in Avery Lane on 29 May which is under investigation.

In addition to the above:

- Noisy cars on the village green at night will be monitored.
- Checks to be carried out on an abandoned car near the White Horse PH.
- PCSO Turner is monitoring reports of Downswood youngsters 'trouble making/littering'.

6 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC: It was noted with thanks that metal struts have been removed from the Three Tees.

7 APPROVE & SIGN MINUTES OF MEETING HELD ON 14 MAY 2018: The minutes were agreed as a true and accurate record of proceedings & were duly signed by Cllr Gray.

8 RECEIVE BOROUGH COUNCILLORS REPORT:

The Bramley appeal has been submitted to the Inspectorate for a decision. The PC has submitted their comments and residents have until 25.07.18 to give their views. These need to be fact based, not emotional and can include photographic evidence. An important point to note is that the location stands within the Conservation Area.

Information regarding the Inspectorate to be circulated via the Residents Association email – Cllr Moon to obtain details from Lynden Gandotra, the website and Facebook.

ACTION: Cllr Moon

Work is being carried out to have the Len Valley declared a nature reserve.

Cllr Newton is now a member of the Finance and Policies Committee and confirmed that MBC is currently financially sound.

9 RECEIVE COUNTY COUNCILLOR'S REPORT:

Work on pot holes continues with the most dangerous holes being temporarily repaired, until they can be permanently filled.

7,500 Holes have been patched and 4,100 potholes have been completed in the MBC area.

Repair work in Avery Lane has been completed.

Resident's communication regarding potholes and road closures needs to be improved.

Vegetation requires cutting back at the junction of Otham Street/A20.

New road markings appeared today at the junction of White Horse Lane/Church Road/Gore Court Road

Budget constraints continue. Social Services & Health integration/communication work is ongoing with the NHS.

Cllr Cooke to pursue the white lining for Church Road.

There is further evidence of the Golding Homes proposals to develop a 5,000 garden village in Otham.

10 FINANCE.

10.1 Approve Statement of Account:

RESOLVED: The council approved the following payments.

KALC	Annual Membership 2018/19	282.89
CPRE	" " "	36.00
ACRK	" " "	50.00
T. Irving	Clerk's Salary/Expenses (May)	417.64
KCC	Employer/Employee Pension	121.36
KCS	Printing of Ragstone	54.00
HMRC	PAYE	181.20

T. Irving	Clerk's Salary/Expenses (June)	407.55
KCC	Employer/Employee Pension	123.51
Receipts		
MBC	PSS*	439.32
Natwest	Business Account Interest	0.61

*MBC has advised that the incorrect amount has been paid due to an administrative error'. This will be adjusted in Oct 2018.

Balance of Current Account: £23,026.50 credit, after all cheques sent/rec'd
Balance of Business Reserve Account: £4,905.11
Total Funds: £27,931.61

10.2 Other Matters to Report: The supporting statement was submitted to PKF Littlejohn on 01.06.18 requesting an Exemption Certificate – no response as yet.

11 PLANNING APPLICATIONS: RECEIVED/GRANTED:

New Development, Bicknor Wood – Road Naming.

MBC has rejected many of the road names that OPC submitted to Bellway Homes on the basis of; duplication (cannot be similar) and must not be the names of living people.

New suggestions to be forwarded with names from the War Memorial + 'Drake'.

12 OTHAM FETE UPDATE/BANNERS FOR FUTURE FETES: The OPC stand collected 80 comments for the Neighbourhood Plan in connection with open spaces and their uses.

It was unanimously agreed to purchase an OPC banner for use at future fetes.

13 RECEIVE REPORT OF MEETINGS AND SEMINARS ATTENDED:

Bellway Homes have requested a meeting with OPC to discuss Bicknor Park. This has provisionally been booked for 11 am on 11 July at Eclipse Park.

Cllr Moon attended the rural transport 'Big Conversation' meeting.

Three ideas were put forward:

1. Feeder service, using a minibus to the main bus routes.
2. Bookable, flexible bus service which will be call centre based (Arriva Click).
3. Utilize taxi buses (school buses) during the rest of the day for other journeys.

A pilot scheme will start in October (see You Tube clip "my first mile Bristol"). The project is already working in Sittingbourne.

The next meeting will be held at County Hall, Maidstone on 9 July between 7-9pm.

14 URGENT MATTERS: The confirmed cost of having the 2 trophies repaired is far greater than originally estimated. To clean, repair damage, fit new bases & a band will be £216 per cup.

Despite Langley PC offering to share the cost of one trophy, it was agreed not to proceed with repairs.

15 MATTERS ARISING FROM PREVIOUS MEETING.

- **Litter Bin.** It is unclear where MBC will be positioning the new bin in White Horse Lane? Cllr Moon to discuss the best location with James Barker.

ACTION: Cllr Moon

- **SIPA Parish Grant Scheme.** It was agreed to apply for a match funded SIPA grant for replacement fencing etc.

Cllr Gray to research and circulate findings.

ACTION: Cllr Gray

16 NEIGHBOURHOOD PLAN UPDATE: The group has collected data about the use of green spaces and footpaths in Otham. The information will be used to designate the Local Green Spaces.

Cllr Gray has a family contact that may be able to assist with the layout/typeset of a brochure detailing walks.

Progress to be checked for the new Community Centre (there will be a 6 week window once Bellway have started work).

17 VILLAGE GREEN: Fencing & Seats/Tree donation: Further to the appeal in the Ragstone. Unfortunately, no one has come forward with offers of help. However, Mr Mills has very kindly offered to donate £500 towards a seat for the Village Green in memory of his late brother.

Mr Marchant would like to donate a sapling to replace the dead one on the western boundary of the green. Mr Waring has been asked to quote to remove the dead tree.

ACTION: Clerk

It was noted that a stone has been dislodged from the War Memorial and repairs are required.

Cllr Newton was thanked for his offer to repair & clean the memorial.

ACTION: Cllr Newton

18 GDPR COMPLIANCE: Draft policies were drawn up and displayed on the website, as previously agreed.

Following due consideration, it was agreed to adopt the draft General Privacy Notice, Document Retention Scheme & Data Audit.

19 CHRISTMAS CAROLS: Thanks were formally recorded to Christine and Dominic Fisher for the extremely kind use of their home over the past few years.

The tenants at Stoneacre have kindly offered to host the carols this year in conjunction with a Swedish Christmas celebration on 13 or 9 December (9 Dec is preferable for OPC).

Cllr Gray to check/confirm arrangements/date by email.

Cllr Gray

20 RECEIVE CORRESPONDENCE: Various items circulated by email as received.

MBC Housing & Communities Support – Older People’s Champion. Councillors regret that they do not feel this can be taken on at this point in time.

21 ADDITIONAL MATTERS TO BE DISCUSSED AT NEXT MEETING (10 September 2018): Please contact the Clerk if you have items that you would like to be considered for the agenda.

There being no further business, the meeting closed at 9.40 pm.