

**MINUTES OF THE OTHAM PARISH COUNCIL MEETING
HELD ON MONDAY, 8 JULY 2019 AT 7.45 PM
IN THE VILLAGE HALL**

PRESENT: Cllrs K Hipkins (Chairman); R. Gray; R. Gardner; H. Drake; Mrs T. Irving – Clerk; 2 members of the public.

1 APOLOGIES: Cllr V. Moon (family commitment); Cllr Newton - OP & MB Cllr – (business commitment); Mrs Trench (holiday); PCSO Turner; Cllr Cooke (KCC).

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 Gray – Item 17 re honorarium.

4 COUNCILLOR VACANCY/CO-OPTION: Mrs Trench has confirmed that she is interested in the vacancy and would like to be co-opted.

Mrs J. Chambers has expressed an interest in the vacancy and hopes to attend September's meeting, with a view to exploring this further.

5 CRIME REPORT & POLICING UPDATE:

Information obtained from e-watch website.

On Wednesday 15th of May between 6:00am and 6:20am in **Downton Court**. A flat was broken into and searched. Nothing appears to have been taken.

Between 6:00pm on Sunday 26th of May and 11:24am on Monday 27th of May in **Gore Court Road**. Windows were broken in a show house at a building site. No access gained. Possibly trying to steal tools from inside.

On Tuesday 28th of May between 11:00pm and 11:25pm in **Filbert Way**. Two hanging baskets were stolen from outside a residential property.

Between 12:01am on Monday 20th of May and 10:05am on Saturday 1st of June in **Church Road**. Person/s have broken onto the land and have stolen the gates causing damage to the motor for the gates. They have then stolen a tractor.

On Thursday 4th of July between 1:27am and 10:02am in **Spot Lane**. A container on a commercial premises was broken into and a jet washer was stolen.

6 ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:

- Clerk to determine if the OPC Kent Parishes website can be closed?

7 APPROVE & SIGN MINUTES OF MEETING HELD ON 13 MAY 2019: The minutes were agreed as a true and accurate record of proceedings & were duly signed by Cllr Hipkins.

8 RECEIVE BOROUGH COUNCILLORS REPORT: Not available.

9 RECEIVE COUNTY COUNCILLOR'S REPORT: Not available.

10 FINANCE.

10.1 Approve Statement of Account: Cllr Gardner proposed acceptance, seconded by Cllr Hipkins & unanimously agreed. **RESOLVED**

The council approved the following payments.

KALC	Annual Membership	301.68
CPRE	" "	36.00
KCC Re Kent Pension	Employer/Employee (May)	126.34
T. Irving	Clerk's Salary (May)	471.99
KCC Re Kent Pension	Employer/Employee (June)	126.34
T. Irving	Clerk's Salary (June)	374.42
HMRC	PAYE	157.20

Receipts

MBC	Declined due to signatory problem	10,232.00
NatWest	Interest (Business Reserve)	2.47
MBC	PSS	714.50
KCC	Invoice cancelled	447.50

Balance of Current Account: £33,004.47 credit, after all cheques sent/rec'd

Balance of Business Reserve Account: £4,912.43

Total Funds: £37,916.90

10.2 Cheque Signatories. It was **RESOLVED** that Cllr Hipkins becomes a signatory.

Problems encountered with NatWest Bank. It was agreed that Cllr Hipkins and as many signatories as possible will meet at the NW Bank tomorrow in an attempt to sort out the ongoing problem. **Electronic Banking:** It was **RESOLVED** that this is the way to move forward.

10.3 Other Matters to Report: PKF Littlejohn has confirmed that they have received and logged the notification of exempt status for the year ended 31 March 2019.

11 PLANNING APPLICATIONS: RECEIVED/GRANTED

• **H1(8) Church Road Application.**

No news/updates available.

New Applications:

19/502389/The Monards, Avery Lane.

Demolition of existing outbuilding and erection of a two storey annexe ancillary to main dwelling, together with garage and gym.

No objections

PENDING:

15/505596 & 16/506074 – Bramley

Action awaited by owner.

12 HIGHWAYS IMPROVEMENTS: Working Group.

Cllrs Hipkins and Gardner agreed to form a WG.

A meeting has been arranged with the Highways Steward, the District Manager, Cllr Hipkins and the Clerk for 16 October at 10 am.

20 MPH speed limit and white lines for Otham Street from 30 MPH sign to the other side of Green Hill to be investigated.

The white lining in Church Road has now been undertaken, although KHS has been asked to revisit due to large gaps in the lines, where they should be solid.

It was confirmed that the lining crew will revisit and on this occasion the parishes will not be re-invoiced. Should entire section require relining in the future, it will be down to the parishes to fund.

13 VILLAGE GREEN

- **Play Equipment.** It was **RESOLVED** that an order be placed with MBC to carry out refurbishment of the multi play equipment.

- **Consider complaint regarding the use of the green.** It was agreed that the council is happy for the football matches to go ahead in forthcoming years, subject to the following.

- ❖ The council to be notified in advance of date/times.
- ❖ All litter discarded by the players/spectators must be collected in a bin and removed on a daily basis.
- ❖ Parking arrangements must be sorted out prior to the matches.

14 CAROLS: Venue: Due to the sudden closure of Stoneacre and the uncertainty of when it will reopen, it was agreed to revert the back to the Village Hall. **Date:** Sunday 8 December was agreed, commencing at 4.30 pm.

Clerk to establish if the farmer will allow parking in his yard and make contact with Mr Marchant and the Choir.

Consideration to be given to obtaining a Christmas tree for the event.

15 RECEIVE REPORT OF MEETINGS AND SEMINARS ATTENDED: None reported.

16 URGENT MATTERS: None.

17 NEIGHBOURHOOD PLAN UPDATE:

- **Launch Regulation 14 Consultation.** It was agreed that the draft NHP Consultation will take place between 22 July and 6 September inclusive. The information will be shared with residents via a special edition of the Ragstone and statutory consultees will be notified by email or letter.

All information will be available on the parish website and a hard copy will be available for viewing at Maidstone Link, Madginford Library and Otham Village Hall (the latter by appointment only).

- **Consider honorarium for typesetting services.** Cllr Gray declared an interest and refrained from taking part in the conversation, other than to respond to direct questions.

It is recognised that far more work went into preparing the document for printing than originally envisaged by parish council, or the typesetter. With this in mind, it was agreed that an honorarium will be appropriate. This should include any corrections that are required, or additional work that arises as a result of the consultation. Mr. Breeze will be responsible for any tax that is due.

Following a proposal and the motion being seconded, it was **RESOLVED** that a payment of £1,500 is appropriate. This will be payable from the money allocated to the NHP.

18 RECEIVE CORRESPONDENCE: Various correspondence circulated by email.

19 ADDITIONAL MATTERS TO BE DISCUSSED AT NEXT MEETING ON 9 SEPTEMBER 2019: (It was noted that Cllr Hipkins may have to give apologies – TBC). 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 9.05 pm.