

**MINUTES OF THE OTHAM PARISH COUNCIL MEETING  
HELD ON MONDAY, 8 JANUARY 2018 AT 7.45 PM  
IN THE VILLAGE HALL**

**PRESENT:** Cllrs R. Gray (Chairman); S. Trench; V. Moon; R. Gardner; K. Hipkins; 2 members of the public (Hugh & Susan Vaux).

**1 APOLOGIES:** Cllrs Drake (personal reasons).

Received retrospectively from: Cllrs Gandotra (unwell) & Knottley (family commitment).

Apologies and the 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:** There were no declarations.

**4 RECEIVE POLICE REPORT:** Reports are obtained from e-watch.co

Otham Street - Burglary of dwelling

Between 12.01 am on Sun 24.12.17 & 6.14 pm on Tues 26.12.17

A garden shed was broken into with power tools & hand tools stolen.

Holly Farm Road – Burglary of dwelling

Between 3.00 pm on Thurs 21.12.17 and 9.30 am on Fri 22.12.17

A farm workshop was broken into and a grey, 3 tonne Takeuchi agricultural digger stolen. (The vehicle is not registered for road use).

Kent Police are advertising for Community Policing Volunteers – full details available on the Kent Police website.

**6 APPROVE & SIGN MINUTES OF MEETING HELD ON 11 SEPTEMBER 2017:** The minutes were agreed as a true and accurate record of proceedings & were duly signed by Cllr Gray.

**7 RECEIVE BOROUGH COUNCILLORS REPORT:** Not available.

**8 RECEIVE COUNTY COUNCILLOR'S REPORT:** Not available.

**9 COMMUNICATIONS/RAGSTONE/NOTICE BOARD:**

Cllr Trench has carried out further updates/work on the website.

Work is progressing on the new notice board which will replace the existing one in White Horse Lane.

**10. FINANCE.**

**10.1 Statement of Account:** Cllr Gray proposed acceptance, seconded by Cllr Trench & unanimously agreed.

**RESOLVED:** The council approved the following payments.

KCC Re. Kent Pension	Employer/Employee Pension (Nov)	121.08
T. Irving	Clerk's Salary/Expenses (Nov)	386.19
HMRC	PAYE	157.40
KCC Re. Kent Pension	Employer/Employee Pension (Dec)	121.08
T. Irving	Clerk's Salary/Expenses (Dec)	387.40
Mrs S. Trench	Expenses for Carols	122.00
MBC	Empty Litter Bin (Oct/Dec)	72.00
Commercial Services	Printing Carols Flyer	23.00

#### **Receipts**

MBC	PSS (2nd installment)	915.00
Langley PC	Photo Comp Expenses	66.40
NatWest	Interest - Business Reserve Acct	0.25

**Balance of Current Account: £16,891.64 credit, after all cheques sent/rec'd**

**Balance of Business Reserve Account: £4,903.90**

**Total Funds: £21,795.54**

**10.2 JPG Contributions:** Further to the JPG letter dated 8 December 2017 in respect of CPRE Kent's Judicial Review challenge for Woodcut Farm. It was unanimously agreed to support the action and allocate a sum of £500 in the 2018/19 budget.

**10.3 Adoption of Charitable Giving Policy:** It was unanimously agreed to adopt the policy as proposed by Cllr Gray with the inclusion of the following dates:

4.1 All donation requests will be considered at the March Council meeting. No donations will be made at other times except at the sole discretion of the Council

4.6 Payment will be made by cheque before 31 March

**10.4 Review of Bank Signatories:** It was unanimously agreed that Cllr Gray will become a signatory. Cllr Gray will present the duly signed forms to NatWest at a convenient juncture.

**10.5 2018/19 Budget Proposals:** Cllr Moon put forward the Finance Committee's suggestion for a 2% increase on the Precept, equating to £240. This was unanimously agreed with the Precept set at £12,268

**10.6 Other Matters to Report:** The 2017 Poppy Appeal, house to house village collection, raised £361.10

## **11 PLANNING APPLICATIONS: RECEIVED/GRANTED/LOCAL PLAN:**

In response to a question raised by a member of the public, the Clerk to investigate when an archaeological survey will be undertaken for site H1(8) West of Church Road?

### **New Applications:**

#### **17/506113 – 35 Chapman Avenue.**

Demolition of existing garage, 2 storey extension to side elevation and single storey extension to rear

### **Applications Granted**

#### **17/504910 - Tudor Cottage, Stoneacre Lane**

#### **17/504911 /LBC**

#### **17/503043 – Land South Of Avery Lane and Land South Of Sutton Road**

### **Awaiting Determination by MBC**

17/504758 Bishops, Avery Lane.

Listed building consent for internal alterations.

No objections from the PC

17/501449/FULL - Land North of Bicknor Wood, Sutton Road.

16/506349/FULL - Bearsted Football Club (see Item 8)

15/509015 - Land South of Sutton Road, Langley Park.

### **Planning Breaches – Awaiting Action by MBC:**

16/500326 - Madam Taylors

16/506074 - Bramley (see Item 8)

**Quiet Lanes.** The Clerk spoke to CPRE Kent as up-to-date information does not appear to be available (CPRE's Guide to Quiet Lanes, published in 2003, pre-dates the publication of the Regs on Quiet Lanes in Aug 2006).

CPRE confirmed that whilst some of the sections are now out of date, the principles and campaigning techniques remain valid.

The best way forward is to consult with residents to identify Quiet Lanes. Once designated, appropriate signage is available to encourage drivers to slow down.

Following discussion, members agreed not to pursue this line of enquiry any further.

## **12 RECEIVE REPORT OF MEETINGS AND SEMINARS ATTENDED:**

Cllrs Gray, Cheesman (DPC) and the Clerk attended a meeting with DHA/Bellway Homes on 29 November to discuss the H1(8) proposal for Church Rd.

Bellway confirmed that the scheme was at an early stage. An indicative site layout was presented, to demonstrate how 440 dwellings could be accommodated on site.

The PCs main concerns related to Church Rd, and the proposed access onto this road. As discussed, the adopted Local Plan requires access to be off Church Rd and during the adoption of the Local Plan KCC Highways raised no objection to

this. As such Church Rd was the only feasible option and accordingly now forms part of the adopted policy.

Concerns with the impact to pedestrians, highway safety and additional traffic on Church Rd as a result of the development. The PC suggested introducing white lines to make it clear the road is single track, implementing signage, reducing the speed limit from 60mph to 30mph and incorporating a pedestrian footpath behind the existing hedge.

Bellway will look to create pedestrian links from other areas of site, not all onto Church Rd. For example to the south, and northwest of the site - subject to land ownership review, etc,

It was generally agreed that landscaping along the western edge should be reduced to allow for a looser layout and more landscaping within the site. The PC agreed that views to the Church would be important, and also the need for landscaping along the eastern boundary around existing residents.

The PC were clear that they would like a traditional and rural feel to development to reflect development within Otham, similar to the Bicknor Green scheme.

The PC confirmed that the area of land to the south is regularly used for dog walking, horse riding, etc so would want to see this retained. The Church is regularly used for church services and community clubs and as such improved parking and facilities (such as kitchen) would be beneficial.

It was agreed that a site meeting will be arranged for the New Year.

- Cllr Gardner – KALC, 27 November.

Mr Kemp of Nu Venture Buses addressed the meeting and spoke about the issues that he faces on a day to day basis regarding traffic congestion and the knock-on effect to his services and the passengers that such delays cause.

Mr Kemp also urged PCs to be made aware of a KCC Public Consultation that is due to start in Jan on £4 million of savings that need to be made to services which are currently subsidized by them.

PSS. It was reported that no decision has yet been made on the level of funding. However, Parishes should make allowances in their budget for a small percentage reduction.

### **13 URGENT MATTERS:**

- Two incidents of fly tipping have been reported to MBC (part of a bathroom suite at Stoneacre & white goods in Church Road).

- A check to be made whether a car has been abandoned on Church Road, close to the junction with White Horse Lane.

- Annual Village Litter Pick to be held on Sunday, 4 March.

Info to be displayed on Facebook/Website and a request for an entry to be made in the Two Spires. Clerk to request 20 x litter picking sticks, high vis vests and bags from MBC.

**14 MATTERS ARISING FROM PREVIOUS MEETING.**

- **General Data Protection Regulations & Data Protection Bill – Need for a Data Controller?** Cllr Trench and the Clerk are booked to attend GDPR training on 24/01/18. It was agreed to delay the Data Controller decision until after the training has taken place.

- **Litter Bin.** Clerk to check with Cllr Newton whether he has managed to locate a bin for Church Rd/White Horse Lane? If not, a provision has been made in the 2018/19 budget.

- **Play Area Fence/Seats:** Three quotations for replacement fencing for the play area were discussed. Cllr Moon suggested an alternative contractor – details to be provided to the Clerk.  
Consideration to be given to the possibility of seats being donated by a resident(s) in memory of a loved one.

**15 NEIGHBOURHOOD PLAN UPDATE:** It was agreed for members to contact local landowners to find out what their aspirations are. Whilst some of the landowners have responded, others have not.

**16 REVIEW OF CHRISTMAS CAROLS:** Proceedings were well organised and all were thanked for their contributions. Whilst the attendance was slightly down from last year, everyone seemed to enjoy themselves.

**17 RECEIVE CORRESPONDENCE:** Various correspondence circulated by email as received.

**18 ADDITIONAL MATTERS TO BE DISCUSSED AT NEXT MEETING (12 March 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 9.25 pm.