

**Meopham Parish Council  
Environment & Amenities Committee Meeting  
held on 5<sup>th</sup> September 2017 at 7.30 p.m.  
at the Windmill, Meopham Green**

**Committee Members Present:** Cllrs D Bramer, M Bramer, Buchanan, Hasler, Luxford,(Chairman) and Wade

**In attendance:** S Eggesden (Clerk)  
Ken Dare and Gillian Willsher (M&DFG),  
Theresa Seeley and Rob Slade (Meopham Allotment Association),  
Ian Carey – Harvel Pond Warden  
3 members of public

**Item 1**      **To receive Apologies for Absence**

**E.35**      Apologies were received from Cllr Gofton (work commitment)

**Item 2**      **To receive Declarations of Interest**

**E.36**      There were no declarations of interest.

**Item 3**      **To approve minutes of the previous meeting**

**E.37**      The minutes of the meeting held on 27/06/17 were approved as a correct record on a proposal by Cllr Buchanan, seconded by Cllr Wade and all voted in favour.

**Item 4**      **To consider matters arising from the above Minutes**

**E.38**      Cllr Wade asked for an update on E.13 – registering of the greens. The Clerk confirmed that the meeting was to be held with the council’s solicitor but this had not proved necessary as they were already holding the purchase of sale document. The registering is progressing with the solicitor currently.

**E.39**      Cllr Wade asked for an update on E.14 – sharing a contractor with Shorne Parish Council. Cllr Luxford reported that it had been agreed that no further action was necessary at this stage.

Cllr Luxford proposed moving forward ‘item 6 – Allotments’ and suspending standing orders to allow the allotment representatives to speak. This was seconded by Cllr Wade and all voted in favour.

**E.40**      Theresa Seeley reported that the Open Day had been a success and raised £315 for charity. They currently had three vacant plots. There

was concern over the recent spate of thefts and damage to the fence. Various options to minimise the recent incidents were discussed.

Standing Orders were reinstated.

**Item 6**      **Allotments Update**  
**6.1 to note the damage to the fence and the recent theft and vandalism issues**

**E.41**            This was noted. Cllr Luxford confirmed that the fence had been secured and a repair would be carried out to replace the broken parts shortly.

**Item 5**      **To consider and make recommendations on Planning Applications**

**E.42**            20170794 - 4 South Street Cottages, Wrotham Road, Culverstone  
Erection of a side and rear first floor extension

Cllr D Bramer proposed an objection on the grounds of excessive development in the green belt and lack of balance with attached properties. This was seconded by Cllr Buchanan and all voted in favour.

20170801 - Lindenwood Manor, Gravesend Road, Fairseat  
The felling of (T7, T23 and T24)

Cllr Luxford proposed an objection on the grounds that there is no indication that these trees are diseased and they are native species. This was seconded by Cllr D Bramer and all voted in favour

20170775 - Bluebells, Ridge Lane, Meopham  
Continued use of the stable block as a playroom and gym ancillary to the main dwelling

Cllr M Bramer proposed no objection subject to:- (a) Verification that the stable block has previously received appropriate planning consent (b) Conditions being applied to ensure that the proposed building can never be used as a separate dwelling. This was seconded by Cllr Buchanan and all voted in favour.

20170805 - Rabbits Corner, David Street, Meopham  
Demolition of existing sunroom and erection of enlarged sunroom at the side of the house

20170806 - Rabbits Corner, David Street, Meopham  
Application for listed building consent for the demolition of the existing sunroom and erection of enlarged sunroom at the side of the house

The above two application were considered together. Cllr M Bramer proposed no objection subject to the application meeting listed building regulations. This was seconded by Cllr Buchanan and all voted in favour.

20170746 - Well Cottage, The Street, Meopham  
Replacement of the existing single paned wooden front facing windows with wooden framed casement windows in a Georgian style

Cllr Buchanan proposed no objection subject to the Conservation Officer's approval. This was seconded by Cllr Luxford and all voted in favour.

20170778 - Barn at Meopham Valley Vineyard, Meopham Green  
Application for determination as to whether prior approval is required for the proposed change of use of the agricultural building to a 4 bedroom dwelling under Class Q(a) and (b) with associated building operations of the Town and Country Planning (General Permitted Development) (Order) 2015

Cllr Luxford proposed no comment is made as Meopham Parish Council feels that this is not a matter for it to consider. This was seconded by Cllr Hasler and all voted in favour.

20170890 - Foxendown House, Foxendown Lane, Meopham  
Application for a Lawful Development Certificate in respect of the proposed detached garage

This was noted.

## **Item 7**

### **Village Greens/Harvel Pond**

#### **7.1 Harvel Pond**

Cllr Luxford proposed that standing orders were suspended to allow Ian Carey, Pond Warden to speak. This was seconded by Cllr Buchanan and all voted in favour.

## **E.43**

Cllr Wade informed members that the padlock on the gate at Harvel Pond was missing. I. Carey advised he will put a padlock and chain on the gate and he will hold a key along with Mr Hinde whose land the gate is on. Cllr Buchanan suggested a life belt is put here. Cllr Luxford suggested a depth gauge and I. Carey agreed to look into this.

I. Carey reported that there had been an issue with the duck house when the water levels rose but he now raised the base. The overflow grill had not drained away water recently and this had flooded onto Mr Hinde's land by 2-3 inches. This was to be monitored as it was thought it was due to excessive rain recently and the ground being so hard.

I. Carey will place ropes in several places on trees in case of any accidents at the pond site. A resident had strimmed round the pond to tidy this up. I. Carey reported improvements in the wildlife at the pond.

**E.44** I. Carey advised that fly tipping is an issue in Harvel and it is reported to GBC but they are sometimes slow to collect it. Cllr Luxford advised that MPC do not have the power to do anything other than to put pressure on the relevant council for clearing the fly tipping.

Standing orders were reinstated and I. Carey left at 8.15pm

**7.1.1 To note emergency work carried out at Harvel Pond to repair the fence.**

**E.45** This was noted.

**7.1.2 Update on Harvel Pond project**

**E.46** The Clerk has received notification from Groundwork that the decision on the grant application has been delayed due to the volume of applications but MPC's application is still eligible.

**7.2 Pitfield Green – following the site visit by Cllrs Buchanan and Gofton to obtain further information from the resident regarding planting trees, to recommend that further advice is sought from Woodland Trust on the suggested planting and maintenance.**

**E.47** Following discussion it was agreed that the Clerk would contact the Woodland Trust regarding a site visit to Pitfield Green.

***Action: Clerk***

**E.48** It was also agreed that the Clerk would ask the Service Contractor to remove the rubble from Pitfield Green by the resident's fence as ad hoc work.

***Action: Clerk***

**7.3 Meopham Green – to discuss and agree, if appropriate to obtain quotations for cutting back basal growth to Lime Trees**

**E.49** Cllr Wade thought this work was part of the Service Contract.

***Action: Clerk to check the contract***

**E.50** Cllr Wade proposed that if the work is not the responsibility of the service contractor, that it is delegated to the Clerk to spent up to £500 from the trees budget for this work. This was seconded by Cllr Hasler and all voted in favour.

***Action: Clerk***

**7.4 Weeds/dandelions on side greens – to discuss appointing contractor to apply appropriate weed killer to these areas**

**E.51** Following discussion it was agreed that the clerk should seek further advice from GBC Horticulture department as they currently cut the grass here.

***Action: Clerk***

**7.5 Harvel Gate – Update on the widening of the Harvel Green access for vehicles**

**E.52** Item deferred.

**Item 8 Rights of Way, including Footpaths Groups**

**8.1 Update from Meopham & Districts Footpath Group**

Cllr Luxford proposed suspending standing orders to allow Ken Dare to speak. This was seconded by Cllr Buchanan and all voted in favour.

**E.53** K. Dare informed members on:

- Pat Wilson Memorial Walk
- Deterioration on the Chandlers Walk byway – K.Dare to report this to PROW
- Tree Walk on 17/9/17, leaving at 10am from Meopham Green
- M&DFG AGM on 13/10/17 – MPC members have confirmed attendance
- GROWC meetings talked about the Elham Dog Walking Guide and it wondered if something like this could be incorporated in

to the Parish Plan. Cllr Luxford had a copy to pass on to the group.

- K.Dare thanked the Clerk for passing on relevant information to the group

Standing orders were reinstated.

**E.54** It was agreed that the clerk would put a link to M&DFG website on MPC's website.

***Action: Clerk***

**8.2 KCC Consultation on rights of Way Improvement Plan – to note the consultation**

**E.55** This was noted by members and individual responses were required.

**Item 9 Recreation Ground and Playground Equipment**  
**9.1 Update on hedge/tree work on perimeter fence behind the fenced in play area**

**E.56** Cllr Wade asked if this work was part of the Service Contractors contract? The Clerk advised that his contract only covered cutting back vegetation in the fenced in play area and this work was more extensive. Cllr Luxford, following consultation with Cllr Gofton, informed members that more investigation is required here with the quotes, the scouts and looking into grant options. This item would therefore be deferred.

**E.57** Cllr Wade reported that more conifer branches had been thrown in the far corner next to the play area of the recreation ground. It was agreed that the clerk would ask the service contractor to put in the branches back into the garden they had come from.

***Action: Clerk***

**9.2 Following the site visit by Cllrs Gofton and Howard - to discuss playground equipment repairs and agree, if appropriate to pay the sum of £105 for a site survey by a Playdale engineer**

**E.58** The Clerk informed members that there were a number of issues with play equipment which were being monitored following on from the annual survey report and GBC's reports. Cllrs Gofton and Howard had a site visit and following contact with Playdale, a site visit would cost £105 to assess the work required. Cllr Howard, having inspected all areas mentioned in the report, suggested that to pay

due diligence in our responsibility for this amenity, that the council should agree to the site fee and proceed from there.

Following discussion on the above, Cllr Luxford proposed we wait for the next annual survey due to take place at the end of November/beginning of December, currently organised by GBC and take it from there. This was seconded by Cllr Wade. There were 5 votes in favour and 1 abstention. It was agreed that the Clerk should ask GBC if we could have the report before January 2018.

**Action: Clerk**

**9.3 Wetpour – discuss and agree, if appropriate, for Abacus Playgrounds to survey wetpour surface which is free of charge**

**E.59** Members agreed to the clerk arranging the free survey of the wetpour.

**Action: Clerk**

**E.60** Cllr Luxford reported that at the last Full Council meeting, some members had suggested that the council keeps paying a contractor to repair damage to the wetpour at £500 a time. This was in fact was not correct. In the last 5 years, the wetpour had only been repaired twice, once for the edging at a cost of £1300 and the recent repair to a hole at £500.

**Item 10** **Notice Boards – Update on condition of parish notice boards**

**E.61** Cllr Gofton had sent in a report regarding the notice board at Neville Parade. The notice board is fine but the wood is starting to rot at the top of the back of the posts. The Service Contractor had also checked this board and reported that it is fine for now. It was agreed to continue to monitor this. No other issues on any other boards were reported.

**Item 11** **Youth Club – Update**

**E.62** Members discussed the email received from Cllr Gofton with the offer of using the Meopham Leisure Centre on Friday evenings. A youth leader would be required in order to take this further. It was agreed for the Clerk to contact the Grand to see if a youth leader was available and to defer agreeing arrangement until further investigation has been carried out and if necessary report back at the next Full Council Meeting.

**Action: Cllr Gofton/Clerk**

**Item 12**      **Litter Pick – Update**

**E.63**            Cllr Buchanan reported on the last successful litter pick.

**12.1 To note next litter pick date (28th October 2017)**

**E.64**            Members noted the date. The Clerk informed members that Cllr Gofton would attend the next litter pick along with the Community Warden who would try to get more residents involved. This would be advertised in the Meopham Review, on the noticeboards, website and on social media.

**Item 13**      **Financial Matters**

**13.1 To approve the Environment and Amenities Committee Schedule of Payments in accordance with the Financial Regulations, 5.2**

**E.65**            Cllr D Bramer proposed approval of the schedule of payments (Appendix 1). This was seconded by Cllr Wade and all voted in favour.

**13.2 To note the Environment and Amenities Committee expenditure up to 2017/2018**

**E.66**            Members noted expenditure.

**Item 14**      **Correspondence**

**14.1 To note correspondence received**

**E.67**            Members noted correspondence.

Members of public left the meeting at 8.55pm

**CLOSED SESSION**

**Pursuant to Section 1(2) of the Public Bodies Admission to Meetings Act 1960, that due to the confidential nature of the next item the public and press will be asked to leave the meeting**

**Item 15**      **To consider and approve the following quotations:**

**15.1 War Memorial work**

- To consider the quotations received for work on the War Memorial and to appoint a contractor

**E.68** Cllr Luxford proposed members accept the quote from C Ginn and this was seconded by Cllr Buchanan. All voted in favour.

- To agree to accept the grant offer from the War Memorial Trust
- To approve Meopham Parish Council paying 25% of the cost of the work
- To approve the contract between Meopham Parish Council and the War Memorial Trust

**E.69** The above 3 items were considered together. The amount that the MPC would have to pay towards the work would be £430.00. Cllr Luxford proposed this amount was agreed and came out of the Village Green budget, the grant offer is accepted and the contract approved. This was seconded by Cllr Buchanan and all voted in favour.

***Action: Clerk***

**15.2** To consider the quotations received for hedge/tree work at Judson's Recreation Ground on perimeter fence behind the fenced in play area

**E.70** Following item 9.1, it was agreed to defer looking at the quotations.

**15.3** To consider the design and quotation received for the Meopham Parish Council sign for the Windmill Site

**E.71** The Clerk informed members that H. Antwiss had quoted £25 for putting up the sign. Cllr Luxford proposed accepting the quote from RBLI for the sign and for H. Antwiss. This was seconded by Cllr D Bramer and all voted in favour.

***Action: Clerk***

Meeting Closed at 9.07pm

**Appendix 1**

**Environment and Amenities Committee Expenditure  
From 20.06.17 to 31.08.17**

1896	10/07/2017	JC Brooker	Rough Grass cutting	£90.00		£90.00
1901	14/07/2017	Abacus	Judsons Rec Wetpour Emergency repair	£598.80	£99.80	£499.00
1902	14/07/2017	Highview Tree Services	Service Contract - up to 14/07/17	£450.00		£450.00
1909	25/07/2017	Cherish Tree Services	Pitfield Green - vegetation clearance	£600.00		£600.00
1916	14/08/2017	H Antwiss	Harvel Pond Fence - Emergency Repair	£150.00		£150.00
1927	22/08/2017	Highview Tree Services	Service Contract 15/07/17 to 14/08/17	£450.00		£450.00