

**Meopham Parish Council**  
**Minutes of Meeting of a Planning & Projects Committee**  
**held on Tuesday 31<sup>st</sup> January 2017 at 7.30pm**  
**in the Windmill, Meopham Green**

**Committee Members present** Cllrs McTavish (Chairman) D Bramer (Vice Chairman),  
M Bramer, Buchanan, Gofton, Knott, Luxford

**In attendance:** Mrs N Jerram (Clerical Assistant), Cllr Wade, Cllr Hasler  
Members of public

Cllr McTavish acknowledged members of public present and discussions followed on the withdrawal of a planning application from Gravesham Borough Council's Regulatory Board Agenda. Cllr McTavish explained that Gravesham Borough Council planning office had informed the Parish Council that afternoon that planning application no. 2016/0750 Meopham Valley Vineyard would now be decided under delegated powers.

Several members of the public left the meeting with 5 remaining.

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

**P.77** No apologies were received.

**Item 2** **To receive Declarations of Interests**

**P.78** Cllr McTavish declared an interest in a planning application to be discussed.

**Item 3** **To approve minutes of previous meeting (15.11.16)**

**P.79** The minutes of the meeting held on the 15/11/16 were approved as a true record of the meeting on a proposal by Cllr Buchanan and seconded by Cllr M Bramer. All voted in favour.

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

**P.80** Cllr McTavish asked if members had seen any Lorries parking around Meopham Green. Cllr Wade confirmed on the odd occasion a local company parks their vans around Meopham Green.

**P.81** Cllr Wade informed members she had been made aware of a person sleeping in a car parked on Meopham Green. Members agreed the clerk speak to the Community Warden about this.

***Action: Clerk***

**Item 5**      **Planning Applications**

**5.1 To consider and make recommendations on Planning Applications:**

**2016/1221 - Foxendown House, Foxendown Lane, Meopham DA13 0BP**

Alterations to the appearance of the front elevation and fenestration, the erection of a detached garage/workshop to the rear of the property and the extension of the driveway to the front and rear of the dwelling.

Cllr Buchanan proposed a motion of no objection, subject to green belt policies and highways constraints and neighbour consultation. This was seconded by Cllr Knott, 6 voted in favour and 1 voted against.

**2016/1200 - Colesgrove Chandlers Road, Harvel, Kent DA13 0DB**

Erection of a single storey rear extension with balcony over accessed by wrought iron staircase and erection of first floor side extension.

Cllr D Bramer proposed a motion of no objection, subject to green belt policy, this was seconded by Cllr Luxford and all members voted in favour.

Cllr McTavish proposed a motion to suspend standing orders to allow residents to speak, this was seconded by Cllr Buchanan and all members voted in favour.

Standing orders were then reinstated.

**2016/1244 -18 Pitfield Drive, Meopham, Kent DA13 0AY**

Erection of a part two storey part single storey rear extension, single storey side extension and a front porch canopy.

Cllr Buchanan proposed a motion of objection on the grounds of overdevelopment, especially the single storey side extension and subject to neighbour consultation, this was seconded by Cllr M Bramer and all members voted in favour.

Members of public left the meeting.

**2017/0026 - Colinwood, Wrotham Road, Meopham Kent**

Retention of summerhouse in the rear garden.

Cllr Knott proposed a motion of objection on the grounds of too high and loss of privacy to neighbours, this was seconded by Cllr M Bramer, 3 voted in favour and there were 4 abstentions. The motion was therefore agreed.

**2016/1076 - Downend, Norwood Lane, Meopham Kent**

\*\*\*Revised Plan/Revised Description\*\*\* Erection of a part two and single storey rear extension to form kitchen/diner with two bedrooms over; conversion of the integral garage into habitable room; erection of a first floor front extension and single storey side extension to form enlarged lounge.

Cllr McTavish proposed a motion of no objection providing all planning policies are adhered to, this was seconded by Cllr D Bramer and all members voted in favour.

**2016/1139 - 1 Pine Rise, Meopham, Kent DA13 0JA**

Erection of a garage on the side elevation and installation of a new steel chimney flue above the roof on the rear elevation.

Cllr Gofton declared an interest in this property.

Cllr Buchanan proposed a motion of no objection, this was seconded by Cllr D Bramer, 6 voted in favour with 1 abstention.

**2016/1220 - The Oast House, Meopham Green, Meopham DA13 0PY**

Erection of a part two storey and part single storey rear extension, removal of front entrance porch, instillation of tile hanging on part of the north elevation and erection of a detached single garage to the south side with formation of associated driveway.

Cllr D Bramer proposed a motion of objection on the grounds of vast overdevelopment in the conservation area, this was seconded by Cllr McTavish and all members voted in favour.

Cllr Hasler left the meeting

**2016/1251 - Horse Shoes, Ridge Lane, Meopham Kent**

Erection of a replacement four bedroom dwelling and a detached garage.

Cllr M Bramer proposed a motion of objection on the grounds that the proposed development is in a green belt area and is considered as having excessive volume. This was seconded by Cllr Knott, 6 members voted in favour with 1 abstention.

**2016/1185 - 75 Nursery Road, Meopham, Kent DA13 0NE**

Erection of a single garage at side.

Cllr McTavish proposed a motion of no objection subject to neighbour consultation and no effect to next door neighbour, this was seconded by Cllr Buchanan and all members voted in favour.

**2015/0787 - Pepperland, Valley Lane, Culverstone, DA13 0DG**

\*\*\*AMENDED PLANS\*\*\* Erection of a garden lounge.

Cllr Luxford proposed a motion of no objection provided Pepperland is a permitted dwelling and the size of the proposed outbuilding is within permitted development regulations. However if possible the permission should be given with the proviso that the building may never be used as a residential dwelling.

**2016/1175 - 44 Ediva Road, Meopham, Gravesend, DA13 0ND**

\*\*\*REVISED DESCRIPTION/REVISED PLANS\*\*\* Retention of the conversion of the dwelling into two separate dwellings.

Cllr Knott proposed a motion of no objection, subject to car parking spaces being allocated to each dwelling, this was seconded by Cllr Luxford and all members voted in favour.

**2017/0018 – Evenden House, Wrotham Road, Meopham**

Erection of a two storey rear extension and erection of a detached double garage.

Cllr Gofton proposed a motion of no objection, this was seconded by Cllr Buchanan, 6 members voted in favour with 1 abstention.

**5.2 To consider a response in respect of applications that have been referred to Gravesham Borough Council's Regulatory Board**

**P.82**

Cllr McTavish confirmed to members that Gravesham Borough Council had informed the parish council that planning application number 2016/0750 - Meopham Valley Vineyard would be decided under delegated powers.

**P.83** Cllr McTavish spoke regarding a residents email on publicising a public meeting relating to this planning application. Members agreed the parish council could not publicise this meeting on the notice boards or parish council social media.

Cllr McTavish suggested the clerk acknowledge the residents email and offer advice on other forms of communication to advertise the proposed public meeting. On a proposal from Cllr McTavish, seconded by Cllr Buchanan, 6 members voted in favour of this action with 1 abstention.

**Action: Clerk**

**Item 6**      **Highways Issues**

**6.1 Update from the KCC Highways Meeting**

**P.84** Cllr McTavish reported that KCC Highways confirmed they have limited funds available as they are coming to the end of their financial year. Only critical work to be carried out at this time. The Highways Steward agreed to organise for the broken post to be replaced next to Longfield Road notice board.

**P.85** Cllr Wade circulated to members a leaflet for 'campaign for 30mph limit' advertised in Kent Messenger which is asking the public to sign a petition for submission to parliament. Discussions followed and members agreed this should be passed to Harvel Village Hall Committee Members as part of their interest to reduce the speed limit through Harvel Village.

**6.2 Update from Parking Enforcements Meeting**

**P.86** Cllr McTavish informed members she had asked the clerk to organise a follow up meeting with parish councillors to look at further actions/key points from the previous meeting.

**Action: Clerk**

**Item 7**      **Bus Shelters**

**7.1 Update on the vegetation cutback to certain shelters in the parish**

**P.87** Clerical assistant reported to members that some vegetation cutback had been done by GBC around the bus shelters in the parish. Cllr McTavish asked if ward councillors could report back where work had not been done with photographs with a view to establishing areas which are the responsibility of GBC and areas where landowners need approaching.

**Action: Ward Councillors/Clerk**

**7.2 Update KCC grant / work to shelter on the junction of Wrotham Road/Meadfield Road**

**P.88** Clerical assistant informed members that works to replace broken panels at the bus shelter were scheduled to begin this week.

**7.3 Update on the shelter cleansing contract, due for renewal by March 2017**

**P.89** Discussions followed and members agreed to renew the contract with current cleansing contractor who provided the cheapest quote and all agreed the work carried out by them was satisfactory.  
**Action: Clerk**

**Item 8** **Local Plan**

**P.90** Cllr McTavish spoke regarding a document due to be published called Site Allocations and Development Management Policies which will list allocated sites throughout the borough for a variety of uses and include detailed policies to guide decisions on planning applications.

**Item 9** **Affordable Housing**

**9.1 Update from the last meeting with GBC**

**P.91** Cllr McTavish reported on the last meeting with GBC and advised members that she would contact GBC regarding possible further meetings with Moat Housing. Discussions followed on the criteria for allocation of rural affordable housing and members agreed the criteria should be available on the parish website.  
**Action: Cllr McTavish/Clerk**

**Item 10** **Community Action Plan**

**10.1 Update from the public meeting on 23/01/17**

**P.92** Cllrs D Bramer and Buchanan collated the responses from residents on the parish of Meopham Good/Bad/Dreams exercise which was circulated to all councillors and the PAT members. Members agreed it was a very successful meeting with approximately 150 residents present. The next PAT meeting scheduled for Tuesday with volunteers and the community planner is to focus on the organisation of members of the team and set out terms of reference.

**Item 11** **Annual Parish Meeting – 16/05/17**

**P.93** Members discussed arrangements to be made as follows:

- Meeting start time suggested 7.30pm
- Invitations to be sent to The Major of Gravesham, County Councillors, Borough Councillors, Adam Holloway MP and Community Warden.
- Speaker to be confirmed
- List of local organisations previously invited to the APM to be circulated to councillors for updating

**Item 12**      **Community Festivities**

**Update on proposed community events for 2017**

**P.94**            Cllrs Gofton, Knott, and McTavish to meet next week to discuss policies to be in place for community events. Cllr McTavish suggested Cllr Howard be invited to attend this meeting in view of his help in putting together H&S Policies. It was agreed Councillors would report back to members after this meeting.

**P.95**            Cllr D Bramer spoke regarding a meeting she attended at Culverstone Community Association and informed members of an emergency rest centre training day being organised by KCC on 11<sup>th</sup> October 2017 at which councillors are invited to attend.

**Item 13**      **Consultations**

**13.1 To note the consultation on the proposed application by BT for the removal of pay phones in Meopham at:**

**JCN Wrotham Road / Meadfield Road, Meopham  
Outside Village Hall, Harvel Street, Harvel, Meopham  
Near JCN Willow Walk / Wrotham Road, Meopham**

**P.96**            Members noted the clerk had sent in a response.

**13.2 To agree a response, if appropriate, on the KCC consultation - 'Freight Action Plan'**

**P.97**            Members agreed that Cllrs McTavish and D Bramer would meet with the clerk to respond to this consultation.

**13.3 Gravesham Borough Council - Planning Application Consultation (Provision of Drawings) – to agree attendance at the proposed meeting**

**P.98**            Discussions followed and members agreed that 2 councillors would attend the proposed meeting. Further details are awaited from GBC.

**13.4 To agree a response, if appropriate, on KCC Kent Drug and Alcohol Strategy 2017- 2022 consultation**

**P.98** Members agreed that Cllrs McTavish and D Bramer would meet with the clerk to respond to this consultation.

**13.5 To review the current procedure for dealing with consultations and agree on any recommendations to Full Council**

**P.99** Members discussed the current procedures in place.

**Item 14** **Financial Matters**

**14.1 To note, and approve if appropriate, expenditure for the Planning and Projects Committee Expenditure from 09/11/16 to 25/11/17**

**P.100** Members noted.

**14.2 To note the Planning and Projects Committee expenditure to date for the 2016/17 financial year**

**P.101** Members noted

**Item 15** **Correspondence - to note correspondence received**

**15.1 To note the email from Rural Kent on the Rural Kent Coffee and Information Project and to agree, if appropriate, on a response**

**P.101** Members agreed to pursue this initiative and complete the questionnaire.

**15.2 To note the email on the Rural Community Energy Funding for Parish Councils and agree, if appropriate to investigate further**

**P.102** Discussions followed and members agreed to ask the clerk to contact other parish councils to see if they would be interested in joining forces and investigating this further.

***Action: Clerk***

**15.3 To note the email from a pupil at Meopham Secondary School and to agree, if appropriate, a response**

**P.103** Cllr McTavish suggested a meeting be arranged with the pupils and a teacher from Meopham Secondary School to pursue further if this is something the parish council would be involved with. All members agreed.

***Action: Cllrs Knott/McTavish/Clerk***

**15.4 Battle's Over - A Nations Tribute & WW1 Beacons of Light – 11/11/18 - Update on discussion with the scouts regarding the lighting of the beacon in Meopham for this event**



**P.104**

Clerical assistant informed members that the Scouts District Commissioner had been contacted by email regarding arrangements for the above and a response was awaited.

Meeting closed 10.30pm