

**MINUTES OF OFFHAM PARISH COUNCIL MEETING
TUESDAY 2ND JUNE 2020 AT 7.30PM
HELD VIA VIDEO CONFERENCE CALL DUE TO COVID-19**

Present: Cllrs Rickett (Chairman), Williams (Vice-Chairman), Dyer, Jones, Marchant, Taylor and Unter, Borough Councillor Montague (7.30-8.30), Clerk

MINUTES	ACTION
<p>1. APOLOGIES RECORDED, DECLARATIONS OF INTEREST MADE: There were apologies from County Councillor Hohler and Borough Councillor Kemp. Cllr Rickett declared an interest planning application TM/20/00933/LDE as he is a neighbour although does not border the property.</p>	
<p>2. MINUTES ARISING FROM 12TH MAY 2020: The minutes arising from 12th May were agreed by all Councillors and will be signed as approved by Cllr Rickett at the next available opportunity.</p>	SR
<p>3. EXTERNAL REPORTS:</p> <p>a. County Councillor Hohler:</p> <ul style="list-style-type: none"> o Cllr Hohler <p>Cllr Hohler has provided the following report:</p> <ul style="list-style-type: none"> • KCC is working hard on reviewing the current budget in light of the current situation and the amount it is costing, as well as the loss of revenue. • KCC is working with the government on support for care homes in Kent of which there are 544 with 14,579 beds • As many will be aware from media reports we are facing a challenge with young asylum seekers arriving in Kent. KCC is responsible for the wellbeing of unaccompanied asylum seekers arriving in Kent and who are aged 18 or under. The younger ones go to foster homes and those aged 16 to 18 are looked after by KCC. KCC is fast running out of suitable accommodation and foster homes. In May alone the number of new arrivals has been over 60, the highest total since 2015. Talks with government are ongoing. • KCC has sent all parishes an email about the situation and giving contact details for accessing information about KCC services. <p>b. Borough Councillor Montague:</p> <ul style="list-style-type: none"> o After initial delays with the bin collection service during lockdown, the situation has improved. Any missed collections should be reported o The budget is difficult. Lockdown has affected the Borough Council in terms of revenue streams, such as the loss of car park charging, as well as increased expenditure from providing food for the vulnerable, electrical equipment to allow staff to work from home and buying PPE. Leader of the Council, Nic Heslop, has written to Robert Jenrick the Secretary of State for Housing Communities and Local Government about this financial crisis. Sharon Shelton, TMBCs Director of Finance and Transformation, is trying to keep everything balanced. There is essential expenditure and action only and everything else is either on hold or under review o The cabinet is meeting tomorrow and this will be available on You Tube <p>c. Police There were no reports.</p> <p>d. Offham Community Network: Cllr Dyer reported that the Committee met this week and the group is working well with good communication. The Food Bank Collection point has been established at the pub and is incredibly successful. It is being distributed to anyone that need sit at Offham but mainly</p>	CD

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	around East Malling and Snodland. Janette Burnard has provided a list of items needed. Moving forward they will need to move out of the umbrella of the Parochial Church Council so they can widen the scope of their activities and look for funding. The Clerk has contacted KALC to find out if this can link to other groups.	Clerk
4.	<p>PLANNING</p> <p>a. NEW APPLICATIONS:</p> <p>i. TM/20/00956/FL - 4 Manor Cottages, Teston Road - Demolition of existing single storey extension and the construction of replacement single storey rear addition, loft conversion with addition of new Velux rooflights There were NO OBJECTIONS.</p> <p>ii. TM/20/00933/LDE - Church View, Teston Road - Lawful Development Certificate Existing: Use as a dwellinghouse There was a discussion and it was AGREED by all Councillors that Cllr Rickett should take part. This application was discussed. Formerly the property was named as “Land behind Methodist Chapel” for planning purposes and the history of those applications were discussed. Councillors have received representations of concern from residents who are very anxious. The Parish Council agreed to OBJECT to the application for a number of reasons including:</p> <ul style="list-style-type: none"> • 2007 permission granted on appeal was only temporary and last for 5 years. After that point the occupation on the site was unlawful • Is it a mobile home or a building? All previous applications have referred to it as a caravan or a building. Mobility does not just mean it can be driven away, but it can be hoisted by a crane or trailer. Mobility is relevant and it is assumed that this can be moved as it was previously described as a caravan or mobile home and has not changed in nature • However many parts the caravan or mobile home arrived in does no matter. The number parts does not determine whether a structure is a building or not • The question of intent must be taken into account. In no previous application, notice of decision has the definition of the structure been questioned. The applicant has always described it as a “mobile home” until now when he is intended to seek a permanent permission. It was not always intended to be in a building. During the last appeal the applicant said he did not want to live in a solid structure. • If it is not a mobile home then it was in breach of the temporary planning permission which was granted in 2007 • The applicant says he has occupied the site since 2006 but it goes back to 2001 and planning refusals and enforcement actions following that. • Planning has been sought retrospectively in all cases, except for the temporary consent for a stable • The applicant should have left in 2013 when the temporary permission expired. The Inspector stated that the objections to residential use are serious, and the safeguard to the public could only be provided by granting temporary permission. The planning was not for residential. A residential application on this site would be refused – green belt, adjacent to a conservation area, no special or outstanding circumstances • The permission was temporary only to allow the applicant to look for alternative sites. They have been given sufficient time to find alternative accommodation • The mobile home has only been occupied legally for five years after the appeal in 2007. This cannot be a lawful use application as they are not residing there lawfully. Temporary does not just become permanent. Temporary permission existed and then ends. The applicant has remained there as an unlawful user. • Complaints have been received about the applicant’s behaviour on the property – noise, dogs, cockerels, bonfires, and it is understood that the disturbance is getting worse. • This was never intended as a site for a home. Several attempts made to achieve 	<p>Clerk</p> <p>Clerk</p>

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	<p>this in the near vicinity have failed.</p> <p>b. APPROVALS:</p> <p>i. TM/20/00678/FL - Packhouse, Aldon Manor, Aldon Lane - Reorientation of planning consented conversion and change of use of atcost frame barn ref no. TM/19/01576/FL</p> <p>c. REFUSALS: There were no refusals to report.</p> <p>d. ANY OTHER PLANNING MATTERS: The Parish Council will notify T&M KALC of their objections to the 21 day rule being applied to planning applications by TMBC. It would require mid moth planning meetings which is a lot of extra work for a small parish, with a part time clerk and volunteer Councillors and the extra cost of room hire for a public meeting. Short extensions of time to allow matters to be discussed at the next Parish Council meeting should not cause disruption to the TMBC process.</p>	<p>Clerk</p>
<p>5.</p>	<p>MATTERS ARISING:</p> <p>a. PROW/MR286/1606 – Proposed Diversion of MR286 at Offham & Mereworth Cllrs have made representations to Gallagher which have been accepted and are pleased at the outcome.</p> <p>b. Highways – Comp Lane Fence Cllrs will meet a representative from Kent Highways when such meetings are allowed to take place again, to discuss how to protect the Green from being damaged by passing vehicles.</p> <p>c. M20 All Lanes Running motorway JPCTCG have circulated an email raisig concerns about the safety of the M20 Smart Motorway which is now running all lanes at 70mph. Cllrs agreed to write to Tom Tugendhat to ask for his support to campaign for safety measures here.</p> <p>d. Motorbike Track reported Addington Parish Council have reported that there have been reports of motorbike noise coming from what seems to be a trackway on land near to the railway line at the back of the Jet Garage, London Road. Cllrs are not aware of this and have received no similar reports so no action is to be taken.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>6.</p>	<p>PARISH COUNCILLOR REPORTS:</p> <p>a) Blaise Farm:</p> <p>(i) Quarry Blast information from Gallagher has been received and circulated to residents.</p> <p>(ii) IVC Waste Management There is nothing to report.</p> <p>(iii) AD Plant There is nothing to report.</p> <p>b) Offham Landfill Site The Clerk has contacted the site manager for information about grass cutting, tree management and maintenance but has not received a response.</p> <p>c) To receive reports about:</p>	

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	<p>(i) Offham Village Hall The focus has been on the foodbank and making scrubs. They are waiting to hear what happens next for Village Halls as lockdown eases. They have been able to carry out some maintenance work to the floor, painting etc. The roof was repaired but the it is getting decrepid and the damage was not the fault of the cricket club.</p> <p>(ii) Wellbeing The OCN is dealing with Coid-19 at the moment but moving forward they want to provide a wider network of services.</p> <p>(iii) Footpaths There is nothing further to report.</p>	
<p>7.</p>	<p>Monthly Check-List:</p> <p>a. To note any Highways, Footpaths and Footway problems (www.kent.gov.uk/roads-and-travel/report-a-problem) There were no issues to report.</p> <p>b. To consider General Data Protection Regulations and receive updates There were no updates or issues to report.</p> <p>c. To receive reports about:</p> <p>i. Maintenance contract. Cllr Marchant has carried out grass cutting.</p> <p>ii. The Pond, Village Green, The Pound, Cosgrave Field, Recreation Ground and Play Area, The Book Box and Defibrillator</p> <ul style="list-style-type: none"> • A complaint has been received about the trees in Cosgrave Field blocking a neighbouring property. Cllrs agreed work was needed to the trees. Cllr Unter and Marchant will meet to discuss what is needed. • Broken glass was left on the Recreation Ground and cleared by Cllr Jones. The area will need a full clear up before it is re-opened. • The book box is extremely well used and is regularly checked and rearranged by Cllr Williams • A light was on the defibrillator so Cllr Dyer reported this to David Frankling. He carried out a test and reported it is fine, and he checks the defibrillator regularly. • Cllr Marchant will look at the Oak Tree by the Pepingstraw footpath which has dead branches that need work. • Sue Williams was thanked for doing a good job looking after The Pound • Cllr Taylor has swept out the bus stop <p>iii. Trees There was nothing further to report.</p> <p>iv. Any other matters relating to Parish Land and property There were no further matters to report.</p> <p>v. To consider Speed Indicator Devices</p> <p>Concern was expressed about the speed of vehicles travelling through the Village since lockdown, particularly in Church Road. A SID for Church Road was requested.</p>	
<p>8.</p>	<p>a. To receive reports on Past Events: There are no events to report on.</p> <p>b. To discuss events coming soon There are no events coming soon.</p>	

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	<p>c. To note events for Parish Councillors There are no events for Parish Councillors.</p>													
9.	<p>FINANCIAL INFORMATION:</p> <p>a) To receive bank statements, consider and approve financial statements to be physically signed at the next available opportunity) The Nat West Bank Statements have not been received so the statement has not been finalised, but current details have been circulated and considered by Cllrs. The statements will be circulated at the next available opportunity.</p> <p>b) To consider and approve invoice payments The following invoices were approved for payment and the payments will be authorised by Cllrs Rickett and Williams.</p> <table border="0"> <thead> <tr> <th><u>Payee</u></th> <th><u>Description</u></th> <th></th> </tr> </thead> <tbody> <tr> <td>Clerk</td> <td>Salary, expenses, allowance May 2020</td> <td>£675.35</td> </tr> <tr> <td>HMRC</td> <td>PAYE and NI May 2020</td> <td>£152.80</td> </tr> <tr> <td></td> <td>TOTAL</td> <td>£828.15</td> </tr> </tbody> </table> <p>c) To consider changes to End of Year Financial Accounts and Reporting, Annual Governance Review, Annual Governance and Accountability Return and Internal Audit 2019/20 due to Coronavirus Information about changes to dates and reporting have been circulated and the Clerk is liaising with the internal auditor. Papers will be ready to be signed at the July meeting.</p> <p>d) To consider any other financial matters The Parish Council noted that the Nat West papers for change of signatories and online banking have now been completed and will be hand delivered to branch.</p>	<u>Payee</u>	<u>Description</u>		Clerk	Salary, expenses, allowance May 2020	£675.35	HMRC	PAYE and NI May 2020	£152.80		TOTAL	£828.15	<p>SR</p> <p>SR, WW</p>
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e)	<p>AGENDA ITEMS FOR NEXT MEETING – 7th JULY 2020 AND ANY OTHER BUSINESS The meeting was agreed for 7th July 2020.</p>													

The Meeting concluded at 9.15pm.

Date of the next Parish Council meeting: **Tuesday 7th July 2020** at 7.30pm

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Date