



## To all members of Offham Parish Council

You are hereby summoned to attend a meeting of Offham Parish Council on **Wednesday 8<sup>th</sup> September 2021** at **7.30pm in the Main Hall, Offham Village Hall**

*Lynne Mackie*

Lynne Mackie  
Parish Council Clerk

Date of Issue: 2<sup>nd</sup> September 2021

### AGENDA

1. **APOLOGIES FOR ABSENCE.** To receive and note apologies for absence.
2. **DECLARATIONS OF INTEREST.** To receive declarations of pecuniary and non-pecuniary interest.
3. **MINUTES.** To receive and approve the Minutes of the meeting held on 21<sup>st</sup> July 2021 for signature
4. **EXTERNAL REPORTS**
  - a. County Councillors
  - b. Borough Councillors
  - c. Police
5. **PLANNING:** (available to view at [www.tmbc.gov.uk](http://www.tmbc.gov.uk) or [www.kent.gov.uk](http://www.kent.gov.uk))
  - a. New Applications
    - i. **TM/21/01741/LB - 2 Swan Cottages, The Green** - Listed Building Application: Replacement of two first floor and one ground floor windows to principal elevation and first floor window to side elevation. Replace the "Georgian style" part glazed door to the garden with a similar and appropriate hard wood part glazed external door
  - b. Approvals
    - i. **TM/21/01080/TNCA - The Old Forge, Teston Road** - Diseased Cherry tree in the front garden to be removed and replaced with a new one
    - ii. **TM/19/01531/OA - Barfield House, Teston Road** - Outline Application: erection of 7 no. dwellings and new access to highway - Additional information received in respect of Designer response Technical note 3.10.19 (approved September 2020)
  - c. Refusals
  - d. Any other planning matters
    - i. **TM/21/01792/RD - Blaise Farm, Tower Hill** - Details of planning condition 2 (materials) submitted pursuant to planning permission TM/15/01599/FL (first floor extension, single storey extension and alterations to external appearance)
    - ii. **TM/21/02084/TNCA - Postern House, Teston Road** - Works to a Laburnum - Remove lowest overhanging stem, Cypress and Magnolia - reduce face in parking area, 180 degree face reduction by 20% and to fell 2x Cypress and a Yew tree
6. **MATTERS ARISING**
  - a. To consider Parish Councillor Vacancies and approve co-option of new members
  - b. Appointment of representatives to external bodies and wardens
  - c. White Ladies – an urgent safety issue
  - d. To discuss ownership of Village Hall and First Registration
  - e. Resident's email: Farm traffic, Parking on Pavements, Speedwatch
  - f. To consider and approve removal of Clause 7.4 from Financial Regulations
  - g. To consider and discuss Neighbourhood Watch
  - h. To receive Councillor Reports - Fire Hydrant Inspections
  - i. To consider temporary Verge Signs on Teston Road – “no litter” and “no speeding”
  - j. To receive update about Speed Indicator Device on Church Road and Community Members Grant from Cllr Sarah Hohler
  - k. To consider maintenance of Village Sign
  - l. To receive update about Wellingtonia outside the Primary School
  - m. To receive an update on KALC and Offham Community Awards
  - n. To receive update on Cricket Club insurance claim Cosgrave Field – insurance file closed
  - o. KCC Budget Consultation (19.09.21) and Household Waste Centres Booking System 30.09.21
  - p. The Queens Platinum Jubilee 03.06.22 -05.06.22
  - q. To note renewal of Kent Highways Licence to Cultivate – Aldon Lane/Teston Road and Spadework

**7. OPEN FORUM - Public Participation Session**

**8. PARISH COUNCILLOR REPORTS:**

- a. Blaise Farm
  - i. Liaison Meeting - 07.09.21 (CU+RT)
  - ii. IVC Waste Management
  - iii. AD Plant
- b. Offham Landfill Site (BJ)
- c. Offham Village Hall

**9. MONTHLY CHECK-LIST**

- a. To note any Highways, Footpaths and Footways problems ([www.kent.gov.uk/roads-and-travel/report-a-problem](http://www.kent.gov.uk/roads-and-travel/report-a-problem))
- b. GDPR:
  - i. To consider General Data Protection Regulations and DPO Summer Update
  - ii. To receive update on Part 3 of the ICO Toolkit "Data Sharing"
  - iii. To complete a review of the Privacy Notice
- c. To receive reports about
  - i. KCC - Highways Improvement Plan (CU)
  - ii. Maintenance Contract (AM)
  - iii. The Pond, Village Green, The Pound, Cosgrave Field, Recreation Ground and Play Area, The Book Box and Defibrillator
  - iv. Trees
  - v. Speed Indicator Devices

**10. EVENTS.** To receive reports on past events and to discuss events coming soon

- a. Jazz in Cosgrave Field – Offham Society – 08.08.21
- b. TMBC Parish Partnership Panel 02.09.21 (CU and RT)
- c. Gatwick Airport's Northern Runway Project 09.09.21-01.12.21
- d. Friends of Kent Churches, Ride and Stride, sign on Village Green – 11.09.21
- e. KCC Road Safety Strategy Launch 15.09.21 (CU)
- f. JPCTCG 16.09.21 (CU)
- g. TMBC Neighbourhood Engagement Meeting 22.09.21

**11. FINANCIAL INFORMATION**

- a. To receive bank statements, consider and approve financial statements and to monitor budget
- b. To consider and approve invoice payments
- c. To consider and approve insurance renewal due 01.10.21
- d. To consider any other financial matters

**12. AGENDA ITEMS FOR NEXT MEETING**

Tuesday 5<sup>th</sup> October 2021 – 7.30pm