

Minutes of **OFFHAM PARISH COUNCIL** meeting  
Held on **Tuesday 2<sup>nd</sup> November 2021** at **7.30PM** in The Committee Room, Offham Village Hall

**Councillors Present:**

Cllr C Unter (Chairman)  
Cllr R Taylor (Vice-Chairman)  
Cllrs Bailey  
Cllr T Benton  
Cllr A Marchant  
Cllr M Scullion

**Also in attendance:**

Borough Councillor P Montague (7.30–7.45pm)  
L Mackie (Clerk)  
No members of public

**1. APOLOGIES FOR ABSENCE**

There were apologies from Cllr Jones, County Councillor Hohler and Borough Councillor Kemp.

**2. DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**3. MINUTES**

It was **RESOLVED** that the minutes of **5<sup>th</sup> October 2021** be approved and signed as an accurate record.

**4. EXTERNAL REPORTS**

a) County Councillor Hohler  
There was no report.

b) Borough Councillor Montague

- Offham is still waiting for the one-off brown lidded garden bin collection
- There will be a new Call for Sites for the Local Plan. The new calculation is that 2,500 new houses are needed for the Borough
- Finances are under even more pressure than before. There is a constant reduction in central Government Funding, but Councils are not allowed to raise council tax beyond a nominal 5%. There will be some difficult decisions ahead, about raising funds or reducing costs

c) Police

There was no report.

**5. PLANNING**

a) New applications

i. **TM/21/02386/FL - 3 Bramble Hall Cottages, Comp Lane** - Demolition of single storey rear and side additions and garage. Erection of single storey rear extension and two storey side extension

It was **RESOLVED** that there were **NO OBJECTIONS**.

ii. **TM/21/02439/OA - Barfield House, Teston Road** - Erection of 7 no. dwellings and new access to highway

There was a discussion and it was **RESOLVED** to **OBJECT** to the application:

- The 7 houses take up virtually the same amount of land as the application for 14 houses which was refused
- The situation is exactly the same situation as for the last application
- The land is on Green Belt
- There is already permission for 7 houses within the boundaries of the village. The application says that it is for a small development (under 10) and argues it is within the curtilage of Barfield Farm

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- iii. **TM/21/02570/LB - Orchard Place Cottage, Comp Lane** - Listed Building Application: Removal of modern dry lining and plasterboard and modern skirtings in order to be able to fully specify the repairs necessary to the timber frame  
It was **RESOLVED** that there were **NO OBJECTIONS**
- b) Approvals
- i. **TM/21/02216/TNCA - Hodges Place, Church Road** - Fell two trees, Walnut and Whitebeam, which are dead or dying
  - ii. **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
  - iii. **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.
  - iv. **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).
  - v. **TM/21/01825/FL - 2 Quarry View Cottages, Comp Lane** - Two storey side extension, single storey rear extension and detached garage
- c) Refusals  
There were no refusals to report.
- d) Any other planning matters
- i. **TM/21/01539/FL - White Ladies, Teston Road**- Demolition of the existing building and construction of 3x detached residential dwellings with associated access arrangements.  
**APPLICATION WITHDRAWN**
  - ii. **TM/21/02262/FL - Amberley Lodge, Teston Road** - Demolition of existing porch and conservatory and replacing the conservatory with a new garden room (**NO OBJECTIONS**)
  - iii. **TM/21/02347/FL - Land South West Of Fre Mel Farm, Comp Lane** - Extension to existing workshop (**NO OBJECTIONS**)
  - iv. County Councillor Hohler has provided details of a solar park proposal just outside of the Offham Boundary at Kings Hill, near the entrance to Blaise Farm Quarry. The land is on Green Belt.
- 6. MATTERS ARISING**
- a) To consider Maintenance Contract 2022  
Cllr Unter will update the maintenance contract for the Parish Council to consider next month and send out for tender.
- b) To consider response to LGBCE – Electoral Review Consultation (03.12.21)  
The Parish Council will not respond to the consultation.
- c) To discuss ownership of Village Hall and First Registration  
Following information provided, Nat West have been asked if they hold any original deeds.
- d) To note Footpath MR286 diversion  
The diversion for the Quarry was noted, and it was reported a permissive path has also been provided.
- e) To consider temporary Verge Signs on Teston Road – “no litter” and “no speeding”  
This is included in the Highways Improvement Plan.
- f) To consider maintenance of Village Sign  
Cllr Benton estimated the cost of repainting the sign at about £400. Cllrs Marchant and Bailey will inspect the post and provide a cost for repairs when it is taken down.



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

There were no members of public present and no questions submitted in advance.

8. **PARISH COUNCILLOR REPORTS:**

a) Blaise Farm

i. Quarry

Mechanical noises heard in the Village - Gallagher report they have been over burden stripping at the surface. This has finished for the present and they will not be stripping over burden until next Spring.

Comments about the size of some recent blasts - Gallagher report that these are all loaded according to the planning permission limits and the variation in perception is due to the geographical position and direction of the blast. There is blast monitoring from Gallagher's own equipment, independent monitoring by outside consultants and KCC monitoring. All of this information is available on the KCC website.

ii. IVC Waste Management

There was nothing to report.

iii. AD Plant

There was nothing to report.

b) Offham Landfill Site (BJ)

The fencing around the path from Teston Road to Hayes Lane has been repaired. There are no updates from KCC about the Solar Park application.

c) Queens Jubilee Street Party

It was agreed that the party be held on Sunday 5<sup>th</sup> June 2022. Cllr Benton reported that the Village Hall have kindly agreed the Hall can be used for the day free of charge. The cricket club have approved use of the cricket ground and offered use of the bar. Councillors approved the use of Cosgrave Field. Councillors considered and approved provisional plans for the event:

- Crown competition for children in the Village Hall
- Photographic competition for adults to be used for calendars
- Children's Street Party in Church Road
- Adults and Childrens' games on the cricket field
- Raffle and prizes for the games
- Blessing from the Vicar
- BBQ or Picnic
- Band in the evening, either in Cosgrave Field, The Village Green or the pub
- Permission for a road closure for Church Road will be applied for from TMBC
- Betts Farm will be notified about the road closure.

Cllr Benton was thanked for her hard work making arrangements and obtaining information. This is a Parish Council event and Councillors will all be involved in helping plan and run it and raise funds.

d) Offham Village Hall

Cllr Taylor reported on the recent meeting of the Offham Village Hall Committee who have worked very hard fund raising at the Steam Rally and Cinema. They have plans to resurface the car park, create a recess for the Wheelie Bins, work to the sewer to stop the drains blocking up and to provide wi-fi in the Hall. The Committee have unfortunately been affected by illness and injury. A plaque was recently unveiled for Martyn Begbey who did so much for the Village Hall and was instrumental in arranging the new roof.

e) Wellbeing

Cllr Benton is working a lot on wellbeing. Money from the recently disbanded Offham Community Network is being shared between the Offham Lunch Club and The Mens Shed. The Mens Shed is to promote friendship and linking up among male residents, with meetings in the pub. Tea, coffee and cakes will be provided. Cllr Scullion agreed to organise and run The Mens Shed and other Cllrs will attend. Consideration will be given as to how to invite residents who would benefit.

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Kent Fire and Rescue Service have "Show You Care" campaign to tackle loneliness.

f) Fund Raising

The Race Night with Malling Lions will be on 23<sup>rd</sup> or 30<sup>th</sup> April 2022. Cllr Benton will liaise with Mike Rowe. The Clerk will find out when May Day 2022 is being held.

### 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))

There were no reports.

b) To receive reports about

i. KCC - Highways Improvement Plan (CU)

Residents have been asked for suggestions and these have been included in a draft HIP. Cllr Unter and the Clerk are meeting with Kent Highways on 6<sup>th</sup> December to discuss the draft.

ii. Maintenance Contract (AM)

Cllr Marchant reported that that the work under the Maintenance Contract is progressing fine and he has sent an updated list of work completed.

iii. The Pond, Village Green, The Pound, Cosgrave Field, Recreation Ground and Play Area, The Book Box and Defibrillator

The Village Green looks good and Cllr Marchant was thanked for this and the cutting back of the Pepingstraw Hedge.

Cllrs Taylor and Jones have completed their regular inspections of the Recreation Ground and Play area and have swept the area.

Cllr Bailey will arrange to fix the leak of the Book Box.

iv. Trees

There is nothing to report.

v. Speed Indicator Devices

We have received the money for the SID post from KCC and thanked County Councillor Hohler.

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

a) To consider running a Race Night with Malling Lions

This has already been discussed.

b) KALC – Introduction to Project Management 09.10.21 (TB)

Cllr Benton attended.

c) KALC – Finance Conference 20.10.21 (Clerk)

The Clerk attended and has circulated notes.

One issue highlighted was that different Councillors should authorise the payments each month.

Cllrs Taylor and Bailey will authorise the invoices next month.

d) KALC T&M Area Committee 21.10.21 (TB)

Cllr Taylor attended.

e) Steam Rally 24.10.21

Fund Raising by the Village Hall has already been reported.

f) Over 55's Advice and Information Faire, Holmesdale -29.10.21 (TB)

Cllr Benton attended. CAB were there and a useful link to information for residents is included in the newsletter.

g) A look behind the curtain (running successful events in 2021) – 03.11.21 (TB)

Cllr Benton is attending.



- h) Play Area Annual Inspection 09.11.21 (CU, BJ, RT)  
This will be reported at the next meeting.
- i) KALC – Dynamic Councillor Training 11.11.21 (TB)  
Cllr Benton is attending.
- j) Remembrance Service 14.11.21  
Cllr Marchant has been given the wreath.  
It was reported that the Tommy Silhouette has been delivered and will be erected on the Village Green in front of the poppy and plaque display.
- k) NSPCC Christmas Fayre, Village Green – 21.11.21  
Cllrs Taylor and Jones will complete a risk assessment of the Village Green.
- l) KALC – Health and Wellbeing Conference – 23.11.21 (TB)  
Cllr Benton is attending and will provide feedback.
- m) To discuss Christmas Lights 05.12.21 and approve donation for refreshments  
The lighting ceremony will be at 6pm. Cllr Benton will complete a risk assessment and an electrician will need to check everything is safe. Cllrs will liaise with relevant residents about electricity supply. Cllrs agreed that Pam Begbey would be asked to turn on the lights in memory of Martyn Begbey who served for many years as a Parish Councillor in addition to his other work for the village.  
Cllrs approved a donation of £100 towards refreshments for the Christmas Lights, which is a Parish Council event, and the Carols which is not a Parish Council Event. Cllr Scullion said that the pub would donate £100 worth of refreshments.
- n) Carols at the Kings Arms 13.12.21  
Noted.

**9. FINANCIAL INFORMATION**

- a) To receive bank statements, consider and approve financial statements (to be physically signed at the next available opportunity) and to monitor budget  
These have been circulated and considered by Cllrs. The statements were approved by **RESOLUTION** and were signed by Cllr Unter. There were no budget issues to be reported.
- b) To consider and approve invoice payments  
The following invoices were approved for payment and will be authorised by Cllrs Unter and Jones.

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
	<b>Payments for October 2021</b>	
Brian Jones	Reimbursement – Tommy Silhouette	£175.00
A Marchant	Tree Surgery Pinoak Village Green	£500.00
Waring Lawn Care	Late Summer Treatment – Village Green	£280.00
Clerk	October 2021 Salary, expenses, allowance	£687.28
HMRC	October 2021 PAYE + NI	£159.47
A Marchant	End of year maintenance contract invoice	£3,750.00
	<b>TOTAL</b>	<b>£5,551.75</b>

- c) To consider any other financial matters  
There were no other matters.

**11. AGENDA ITEMS FOR NEXT MEETING**

There were no matters raised.

The Meeting concluded at 9.15pm.

Date of the next monthly Parish Council meeting: Tuesday 7<sup>th</sup> December 2021 at 7.30pm

Signed .....

Dated .....