

Councillors Present:

Cllr C Unter (Chairman)
Cllr R Taylor (Vice-Chairman)
Cllrs P Bailey
Cllr B Jones

Also in attendance:

County Councillor S Hohler (left at 7.45pm)
L Mackie (Clerk)
One member of public

1. APOLOGIES FOR ABSENCE

There were apologies from Cllrs T Benton, A Marchant and M Scullion and Borough Councillors A Kemp and P Montague.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3. MINUTES

It was **RESOLVED** that the minutes of **2nd November 2021** be approved and signed as an accurate record.

4. EXTERNAL REPORTS

a) County Councillor Hohler

- County Councillor Hohler reported that she has read the reports on the solar park application submitted by the applicant. She referred to the concrete pins they intend to use, and said she did not like the wording in the Landscape and Visual Appraisal at 7.1.1. which says that there is a “low sense of place” and on balance the value of the area is judged to be low. The application to develop White Ladies and the application before KCC for another Solar Park at Kings Hill affect this application. The Parish Council has already submitted objections to the application when it was first made. It was agreed that there should be some sort of benefit for the village and villagers if this application were to be approved.
- TMBC deal with refuse collections, but it looks likely the garden waste bins will be collected on Friday 19th December
- It is important that the correct refuse is put into the correct bins. The wrong things will contaminate the whole load and costs about £200 per load. This is a national issue. The Clerk will contact TMBC about leaflets/stickers reminding residents which bins to use.
- The Lorry Park at Wrotham will have an effect on Offham and the local area, as will the Lower Thames Crossing.

b) Borough Councillor Montague

There was no report.

c) Police

There was no report.

5. PLANNING

a) New applications

- i. **KCC/TM/0090/2021 - Land at Offham Landfill Site, Teston Road-** Installation of a ground mounted solar PV array and associated infrastructure.

The solar park has already been discussed. Councillors were unhappy about the descriptions of the Village made by the applicant. There was a further discussion about the reinstatement of the footpath. A better line would be at the highest point. The Parish Council supports the Ramblers Association and Offham Society, and agreed that the route is subject

to the assessment of the Environment Agency in terms of settlement of the land and safety of walkers.

- ii. **TM/21/03102/TNCA - The Oast House, Aldon Lane** - Blue Lawson Cypress - reduce in height by approx 30% (2.5-3m) T2, Leylandii - prune branch away from roof to provide a minimum of 1m clearance. T3, Castlewellan Cypress tree - reduce in height by approx 35% (4- 4.5m) and trim inner side. T4, declining Goat Willow - pollard down to approx 3m above ground level by the removal of approx 6m of growth
There were **NO OBJECTIONS**.
- iii. **TM/21/02648/OAEA - Land Part Of Wrotham Water Farm, Off London Road, Wrotham** - Outline Application: Construction of a secure 24 hour truck stop facility for up to 200 HGVs incorporating fuel station; amenity building of up to 1100 sqm; creation of new access to A20 via roundabout; landscaping, and other associated works
This proposal is a concern for Offham. There is a huge risk of increased traffic. The exit from the lorry park to the A20 is via roundabouts and a hill and there is also the entrance and exit from the M26. The whole area will be very busy. There is likely to be a considerable increase in traffic through the village which already suffers from rat running. A truck stop in West Kent is necessary but there needs to be extensive arrangements in place to avoid difficulties on the roads.

b) Approvals

- i. **TM/21/02262/FL - Amberley Lodge, Teston Road** - Demolition of existing porch and conservatory and replacing the conservatory with a new garden room
- ii. **TM/21/02100/FL - 1 Manor Cottages, Teston Road** - Two storey side extension

c) Refusals

There were no refusals to report.

d) Any other planning matters

- i. **TM/21/02824/FL - Orchard House, Teston Road** - Single storey rear extension
- ii. **TM/21/02922/FL - White Ladies, Teston Road** - Demolition of existing building and construction of 3 no. detached residential dwellings with associated access arrangements (Resubmission of application TM/21/01539/FL)
- iii. **TM/21/02962/LDE - 11 Church Road** - Lawful Development Certificate Existing: Ground floor single storey rear kitchen extension

6. MATTERS ARISING

a) To consider and approve Maintenance Contract 2022

Cllr Unter is re-drafting the tender letter and removed the Pound and Pound Hedge which are not maintained by the contractor.

When the tender letter is finalised, it will be circulated to Councillors for approval. Cllrs were pleased with the work carried out by Cllr Marchant, and recognised the extra work he carries out free of charge. Although there were some monitoring problems at the start of the year, he has provided details of the work he has carried out to enable the contract to be monitored.

b) To discuss ownership of Village Hall and First Registration

The Clerk has not heard from Nat West about whether they hold any original documents. The papers held need to be sent to the solicitor in due course.

c) To consider taking part in KALC Community Award Scheme and Offham Village Community Awards

Cllrs confirmed they would like to take part in the KALC Scheme and they will run the Offham Village Awards Scheme as well. A request for nominations will be circulated.

d) KCC Consultation on Library Services

It is important that everyone responds as there is a great risk we will lose our library services. The Mobile Library is now back in Offham and will be coming every two weeks.

- e) To consider entry into SSEiB competition 2022
This involves a great deal of work. It was agreed that with other events taking place next year, involvement in the competition should be deferred until 2023.
- f) Mobile Pizza Van on Teston Road
This has been brought to the Parish Council's attention. Our involvement is if there is damage to the Village Green. The Parish Council received an email from someone concerned about the lighting of the van in the dark and the possibility of a crash. We notified the police, TMBC and KCC.
- g) To confirm renewal of Registration with Information Commissioner's Office
This was noted.
- h) To discuss Annual Parish Meeting
The Clerk will look at hall availability next year. Cllrs will consider topics for the APM.
- i) To consider and approve changing date of January meeting to Tuesday 11th January 2022
This was Agreed.

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
There was nothing to report.
 - ii. IVC Waste Management
There was nothing to report.
 - iii. AD Plant
There was nothing further to report.
- b) Offham Landfill Site (BJ)
There was nothing to report.
- c) Race Night with Malling Lions
It was tentatively agreed this would be held on 30th April. The May Day Committee have confirmed they are happy for both events to be held on the same day.
- d) Queens Jubilee Street Party 05.06.22
Cllrs have seen details of the events.
- e) 2022 Calendar
Delivery of the calendars is awaited. A competition is being planned for the summer.
- f) Offham Village Hall
Cllr Taylor attended a committee meeting last night. Village Hall bookings are strong. They are turning down teenager and adult parties but are taking bookings for children's parties. Wi-fi is being installed this week. The sewer between the toilets and manhole has been lined at a cost of about £1,000. The wheelie bin recess has been finished.
- g) Wellbeing inc. Men's Shed
Cllr Scullion has produced a poster, for 11am on Thursdays. In terms of a start date, this will wait until the New Year and will take account of Covid.

9. MONTHLY CHECK-LIST

- a) To note any Highways, Footpaths and Footways problems (www.kent.gov.uk/roads-and-travel/report-a-problem)

A fence in disrepair in Moorlands Woods has been raised by a resident. This was previously discussed at a Parish Council meeting. It is understood that the fence has fallen onto the property which owns it, so the Parish Council cannot take action. There is barbed wire and it could cause injury to animals but it is the responsibility of the land owner to maintain.

The footpath opposite from the gate to the Recreation Ground by the car park has a number of roots pushing up and affecting the path. This needs to be reported on the KCC Portal.

- b) To receive reports about
- i. KCC - Highways Improvement Plan (CU)
Cllr Unter and the Clerk are meeting a representative from Kent Highways to discuss the draft plan on 26th January.
 - ii. Comp Lane Improvements – White lines and junction
Cllr Hohler was thanked for arranging for this work to be done.
 - iii. Maintenance Contract (AM)
There is no report.
 - iv. The Pond, Village Green, The Pound, Cosgrave Field, Recreation Ground and Play Area, The Book Box and Defibrillator
The Play Area Annual Inspection took place on 9th November and the report has been received. Cllr Taylor noted there is some low risk items, such as removal of algae. There are a couple of moderate risk items such as rot in the boards on the large play equipment. The swing seat are beginning to fracture and the nuts are corroded. The Clerk will source spare parts and Cllr Bailey will repair the swings.
Cllr Bailey will meet other Councillors to discuss whether the other equipment can be repaired or whether it is better to replace.
Cllrs Taylor and Jones inspected the play area on Friday and swept leaves away. Cllr Bailey will also clear leaves with a leaf blower.
 - v. Trees
There is nothing to report.
 - vi. Speed Indicator Devices
We are waiting to hear from KCC about the erection of the new pole in Church Road.
10. **EVENTS.** To receive reports on past events and to discuss events coming soon
- a) A look behind the curtain (running successful events in 2021) – 03.11.21 (TB)
Cllr Benton attended.
 - b) KALC – Dynamic Councillor Training 11.11.21 (TB)
Cllr Benton attended.
 - c) Remembrance Service 14.11.21 and to consider and approve purchase of poppies for Remembrance Display
Cllr Marchant lay the wreath on behalf of the Parish Council. The Parish Council approved the purchase of additional poppies for the remembrance display and David Frankling has purchased these. It was agreed that the display was fantastic again this year, and there were many positive comments about the Tommy which the Parish Council installed.
 - d) Christmas Lights 05.12.21 and to consider purchase of new Christmas Lights and Cabling
The lighting ceremony went very well and was supervised by Cllr Taylor. There were about 50 people on The Green and about 30 went into the pub afterwards.
Cllr Marchant, Steve Rickett and David Frankling were thanked for all the work that went into the Christmas lights. It was suggested that the Parish Council purchase new lights and cabling next year for North Meadow and this was agreed. The following year lights can be provided around the telephone box. The Parish Council will build this into the budget.

It was agreed to purchase a gift to thank the residents who supply electricity for the lights free of charge, and those who organise the lights each year.

- e) Neighbourhood Engagement Meeting 08.12.21
This was noted.
- f) KALC T&M – 09.12.21
Cllr Unter is to attend.

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 and were signed by Cllr Unter. There were no budget issues to be reported.

- b) To consider and approve invoice payments

Since the last meeting the following invoices were approved for payment and were authorised by Cllrs Unter and Jones:

Payee	Description	Amount
	Payments for November 2021	
PrintDomain	Calendar Printing 2022	£443.20
ICO	Annual Fee	£35.00

The following invoices were approved for payment and will be authorised by Cllrs Jones and Taylor.

Payee	Description	Amount
	Payments for November 2021	
D Frankling	Reimburse - Christmas Light Spares, Poppies	£63.26
Clerk	Reimburse – mobile phone top up	£10.00
The Kings Arms	Donation – Christmas Lights and Carols	£100.00
KALC	Climate Change Conference (TB)	£48.00
The Play Inspection Co Ltd	Annual Play Area Inspection	£125.40
Clerk	November 2021 Salary, expenses, allowance	£687.48
HMRC	November 2021 PAYE + NI	£159.27

- c) To consider a draft budget and precept request for 2021/2022
Cllrs will consider a draft budget to be approved at the January meeting.
- d) To consider any other financial matters
There were no other financial matters.

11. AGENDA ITEMS FOR NEXT MEETING

The Parish Council has been approached about the proposed changes to Ward Boundaries by Shipbourne PC. Cllrs agreed that it makes sense to link Offham with West Malling. There is no connection between the village and Plaxtol or Shipbourne.

The Meeting concluded at 9.20pm.

Date of the next monthly Parish Council meeting: Tuesday 11th January 2022 at 7.30pm

Signed

Dated