



To all members of Offham Parish Council

You are hereby summoned to attend a meeting of Offham Parish Council on **Tuesday 14th June 2022 at 7.30pm in the Committee Room, Offham Village Hall**

Lynne Mackie

Lynne Mackie, Parish Council Clerk

Date of Issue: 7th June 2022

AGENDA

1. **APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST.** To receive apologies for absence and declarations of pecuniary and non-pecuniary interest.
2. **MINUTES.**
 - a. To receive and approve the Minutes of the Annual Parish Council meeting held on 3rd May 2022 for signature
 - b. To receive and approve the Minutes of the meeting held on 3rd May 2022 for signature
3. **EXTERNAL REPORTS**
 - a. County Councillors
 - b. Borough Councillors
 - c. Police
4. **PLANNING:** (available to view at www.tmbc.gov.uk or www.kent.gov.uk)
 - a. New Applications
 - i. **TM/22/00606/FL - Godwell Oast, Church Road** - Conversion of part Barn to 4 bed dwelling, addition of glazed link to existing disconnected Oast Kiln, changes to internal arrangements to existing Barn conversion to dwelling, replacement of all external window and doors, demolition of existing external store and garaging building and replacement with new external store and garaging building
 - ii. **TM/22/01130/AGN - Church Farm, Church Road** - Proposed small open fronted wooden building 18m x 6m, to be used to store agricultural machinery
 - iii. **TM/22/01164/LB - Quintain House, Teston Road** - Listed Building Application: Single storey rear extension to provide a dining room and reconfigured kitchen; including reroofing existing flat roof extension; rationalisation of drainage pipework at the rear of the house. Amendment to TM/22/00055/LB
 - b. Approvals
 - i. **TM/21/03355/FL - Offham Place Cottage, Teston Road** - Demolition of existing garage and side extension and erection of two storey extension to the rear and garden room
 - ii. **TM/22/00478/FL - The Beeches, Teston Road** - Remove existing conservatory and construct proposed single storey rear extension
 - c. Refusals
 - d. Any other planning matters
 - i. **TM/22/00477/FL - Cold Store East Of The Applehouse, Aldon Lane** - Change of use of redundant cold store into 1no. dwellinghouse (**OBJECTIONS**)
 - ii. **TM/22/00887/LB - Orchard Place Cottage, Comp Lane** - Listed Building Application: Partial demolition of chimney, reconstruction and repair in lime mortar to match original (No objections)
 - iii. **TM/22/00759/LDP - Warren Wood, Seven Mile Lane** - Lawful Development Certificate Proposed: Erection of a single storey outbuilding (**NO OBJECTIONS**)
 - iv. **TM/22/00916/FL - Teston Cottage, Teston Road** - First floor rear extension incorporating a side dormer, side rooflight and Juliet balcony to rear (**NO OBJECTIONS**)
 - v. **TM/22/00917/LB - Teston Cottage, Teston Road** - Listed Building Application: First floor rear extension incorporating a side dormer, side rooflight and Juliet balcony to rear (**NO OBJECTIONS**)
 - vi. **TM/21/02217/TPOC - Cover Point, Church Road** - T1 - Scots Pine, reduce in height by approx. 6m due to decay in a large bough that snapped off in the upper crown. T2 - Scots Pine, reduce in height by approx. 3m. **APPLICATION NOT PROCEEDED WITH**
 - vii. **TM/22/00413/FL - Teston Cottage, Teston Road** - New access from Teston Road, removal of section of Ragstone wall to form new driveway. New suds brick paving to form driveway as shown on drawings. **APPLICATION WITHDRAWN.**

5. MATTERS ARISING

- a. To consider and co-opt Parish Councillors to fill vacancies following resignation and retirement
- b. Appointment of representatives to external bodies and wardens
- c. To discuss repair of Village Sign
- d. To receive details of repairs for The Well on The Green
- e. To consider future funding for the Men's Shed
- f. St Michael's Church – Mission and Pastoral Measure 2011: Draft Pastoral Scheme
- g. Offham Society Lazy Sunday Jazz Sunday 26th June 2022
- h. TMBC Planning Infrastructure Statements

6. OPEN FORUM - Public Participation Session

7. PARISH COUNCILLOR REPORTS:

- a. Blaise Farm
 - i. Quarry
 - ii. IVC Waste Management
 - iii. AD Plant
- b. Offham Landfill Site
- c. Offham Village Hall

8. MONTHLY CHECK-LIST

- a. To note any Highways, Footpaths and Footways problems (www.kent.gov.uk/roads-and-travel/report-a-problem)
- b. To receive update on Maintenance Contract
- c. To receive reports about Parish Property and Land including The Pond, Village Green, The Pound, Cosgrave Field, Recreation Ground, Play Area, Book Box, Defibrillator, Speed Indicator Devices, Trees

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

- a. Men's Shed – The Kings Arms – Every Thursday
- b. TMBC Parish Partnership Panel 26.05.22
- c. Queens Jubilee Street Party 05.06.22
- d. Offham Society Lazy Sunday Jazz 26.06.22
- e. Lawn Treatment 20.06.22
- f. Photo Competition and 2023 Calendar

10. THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2021-2022 PART TWO FOR AN EXEMPT COUNCIL

- a) To receive and consider Internal Auditor's Report 2021-2022
- b) To review the effectiveness of the system of Internal Control. Councillors are asked to consider the Statement of Internal Control in support of the Annual Governance Statement
- c) To approve the Annual Governance Statement for 2021-2022, Section 1 of the AGAR for the year ending 31 March 2022.
- d) To approve the Accounting Statements for 2021-2022, Section 2 of the AGAR for the year ending 31 March 2022 and the supporting Bank Reconciliation as at 31 March 2022
- e) To confirm that the Parish Council meets the criteria for exemption for 2021-2022 and can certify itself as exempted from the "limited assurance review"
- f) To note the proposed dates for the Exercise of Public Rights as selected by the Parish Council's Responsible Financial Officer (20.06.22- 29.07.22)

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 any other financial matters

12. AGENDA ITEMS FOR NEXT MEETING

Date of Next Monthly Meeting - Tuesday 5th July 2022 at 7.30pm