

MINUTES of OFFHAM PARISH COUNCIL meeting
Held on **Tuesday 1st November 2022 at 7.30PM** in The Committee Room, Offham Village Hall

Councillors Present:

Cllr C Unter (Chairman)
Cllr J Barnes
Cllr A Marchant
Cllr M Scullion

Also in attendance:

4 members of public (including 2 candidates for co-option. One resident left at 8.15pm and one left at 8.40pm)
L Mackie (Clerk)

1. **APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST.** To receive apologies for absence and declarations of pecuniary and non-pecuniary interest.
There were apologies from Cllr Bailey, County Councillor Hohler and Borough Councillors Kemp and Montague. There were no Declarations of Interest.

2. **MINUTES**

- a) To receive and approve the Minutes of the meeting held on 4th October 2022 for signature
It was **RESOLVED** that the minutes of 4th October be approved and signed as an accurate record.

3. **EXTERNAL REPORTS**

- a) County Councillor Hohler

Cllr Hohler was unable to attend but has provided a report:

- 3871 Ukrainians have been matched with 1642 hosts in Kent, more than any other county in the UK. 2927 have already arrived and a further 944 expected. If you would like to host please call 03000 412 424. Due to the cost of living increase, KCC will give an extra £50 per month to host one person, increasing by £100 for each extra guest. An extra £550 for 6 people, for example.
- Minerals Plan Consultation: This is being done to link with the Draft Local Plan. No requirement for any mineral sites except proposal sites for hard rock quarries.
- HWRC Tovil: A dedicated furniture container has opened at Tovil so furniture can be given to those in most need or sold to raise money for charities
- Sports: Capital grants for sport in Kent have awarded to local organisations
- No Use Empty: This KCC scheme has enabled a Margate sea front building to be brought back to use
- Kent Together: For Advice and Support ring 03000 41 92 92

Cllr Hohler spent an hour and a half at the Men's Shed last Thursday. She was very impressed and spoke to a lot of people.

- b) Borough Councillor Montague

There was no report.

- c) Police

There is have been no reported crimes in Offham for the last month.

4. **PARISH COUNCILLOR REPORTS:**

- a) Blaise Farm

- i. Liaison Meeting (22.03.23)

There is meant to be a meeting, to include KCC, to look at the food collection centres in Kent. Trudy Dean is looking into that.

- ii. Quarry

There was nothing to report.

- iii. IVC Waste Management

There was nothing to report.

- iv. AD Plant
There was nothing to report.

- b) Offham Landfill Site
We have not heard from Infinis who are developing the Solar Farm, or FCC who own the landfill site and are trying to arrange a meeting. We have received a report from residents in Aldon Lane that there is a lot of noise from the electricity generating station at the back of White Ladies. Formal complaints are being put in to TMBC and KCC. A resident at the meeting agreed she can hear the noise when walking nearby.

- c) Offham Village Hall
Robin Taylor reported that there will be a committee meeting is next Monday. The first cinema evening in October was very successful with about 40 attendees. The Steam Rally and Village Hall Craft/Food Fayre was badly affected by the weather. The hall floor has suffered some damage after an event.
The Clerk will contact the solicitors for an update on registration of the Village Hall.

- 5. **PLANNING**
- a) New applications
 - i. **TM/22/02200/TNCA - The Oast House, Aldon Lane** - G1 - Leylandii hedge to be reduced in height from approx 50ft to approx 8ft. Where previously done before. G2 - Group of 3 Leylandii Fell. G3 - Group of 2 Leylandii Fell. T1 - Leylandii Fell. T2 - Leylandii Fell
There were **NO OBJECTIONS**.

 - ii. **TM/22/02218/FL - Teston Cottage, Teston Road** - New enlarged roof to create a loft bedroom over existing kitchen, new traditional dormer to garden side, new flat roof to extend over existing utility, forming distinct separation between historic front house and new rear extension
The previous application was withdrawn. There were **NO OBJECTIONS**.

 - iii. **TM/22/02219/LB - Teston Cottage, Teston Road** - Listed Building Application: New enlarged roof to create a loft bedroom over existing kitchen, new traditional dormer to garden side, new flat roof to extend over existing utility, forming distinct separation between historic front house and new rear extension
There were **NO OBJECTIONS**.

 - iv. **TM/22/02202/LB - Orchard Place Cottage, Comp Lane** - Listed Building Application: Repairs to timber frame, replacement of cement render with lime render, replacement of windows, improvement of thermal properties by the introduction of vapour permeable insulation, rewire and provision of electric heating, provision of wood burning stoves, roof recovering, replacement of concrete and suspended timber floor with limecrete floor, provision of a first floor shower room and repairs to lime plaster and wattle and daub
There were **NO OBJECTIONS**.

- b) Approvals
 - i. **TM/22/01808/TNCA - Godwell Farm, Church Road** - T1 Yew - To remove significant sized deadwood from eastward side of crown. Encroaching lateral branches to be cut back on westward side of crown to allow a 1.5m clearance of building profile. G1 - Group of Hazel stools - Approximately 24 previously coppiced Hazel stools, regrowth currently at 6ft in height and 2.5cm girth. To remove and grind out stumps

 - ii. **TM/22/01780/TPOC - Land Adjoining Quintain Coach House, North Meadow** - T1 - Lime Tree: re-pleach back to previous points approximately a 25% reduction of upper and lower crown. T16 of Tree Preservation Order

 - iii. **TM/22/01197/FL - The Old Rectory, Aldon Lane** - Construction of a timber framed extension to an existing store, as well as the erection of an open-ended lean-to and toilet

 - iv. This application was previously considered by the Parish Council with no objections. It was then taken off the planning list due to an issue with fees, but has now been listed again

c) Refusals

There were no refusals to report.

d) Any other planning matters

i. TMBC Local Plan – Regulation 18 Consultation

<https://www.tmbc.gov.uk/downloads/file/2216/regulation-18-local-plan-2022>

There was a discussion about the Local Plan Questionnaire and Cllrs APPROVED a response to be submitted by Cllr Unter. 4 sites in Offham have been put forward and the Parish Council agreed at the last meeting to object to all of them.

Water poverty was raised as an important objection. The hosepipe ban is ongoing and likely to continue into next year.

It is arguable that Offham as an old village with lots of listed buildings is inappropriate to have so many new houses in the vicinity of the village.

Consideration should be given to what houses are built to meet actual need, and also infrastructure including sewers, water, electricity, doctors, schools, shops etc.

The Parish Council will ask for areas in the village to be designated green spaces – the Village Green, The Recreation Ground and Cosgrave Field.

ii. **Kentfield Farm TM/19/01573/FL and TM/21/02186/FL**

A resident has copied the Parish Council in to a complaint about noise emanating from Kentfield Farm from evening activities such as music. The complaints have been logged and communicated regularly with the owner of Kentfield Farm over several months. TMBC have indicated there is not much that can be done as it is the end of the season, but can look at it if it continues next season. Cllrs reported hearing music throughout the summer. Disturbances should be reported to TMBC. It was noted that Kentfield Farm have put up banks of trees and conifers to try and help. Sometimes, the noise may depend on the wind direction.

iii. **TM/22/02045/TNCA - Junipers, The Green - T1 Sycamore, dismantle to crown level due to its size and how much of the garden it is taking over -replant with an Oak or Field Maple. T2 Horse Chestnut, raise lower crown to 6 metres to allow more light onto the seating area and shrub beds underneath (no objections)**

6. MATTERS ARISING

a) To consider and co-opt new Councillors

There are two vacancies on the Parish Council. Cllr Unter introduced Sue Williams and Chris Stephens to the meeting. There was a discussion and it was **AGREED** to co-opt Sue and Chris. Cllrs Williams and Stephens were welcomed onto the Parish Council.

b) To receive report about Oak Tree – Pepingstraw Close

Cllr Marchant has investigated. The lower crown needs to be raised, a few branches taken off, some dead wooding and a general tidy up. It would be an advantage to lift the tree before development starts at this property. Cllr Marchant will quote for the work and carry this out in the next couple of months.

c) Play Area Annual Inspection – 2nd November 2022

Robin Taylor has kindly agreed to attend the Annual Inspection with Cllr Unter tomorrow morning.

A quote of £450 was accepted to repair fencing to the play area. Cllr Marchant will contact MW Fencing to confirm the work can go ahead. It was reported that the step to the other entrance requires attention and there is a rotten post. Cllr Marchant will ask MW Fencing to quote for completing this maintenance at the same time as he carries out the other work. The quote will be passed on to the Clerk.

Cllr Unter has received a report from a resident with concerns about gaps in the hedging between the recreation ground and the adjoining bungalows. Cllr Marchant confirmed it was safe and any hedge would have gaps that animals can get through, but there were not gaps in this hedge for children to get through. He has cut back some overhanging branches from the hedge. The hedge will need to be stripped back at some point.

There was a discussion about the willow trees on the other side of the hedge. Cllr Unter will look at these while attending the play area inspection tomorrow.

- d) To receive details of repairs for The Well on The Green
Cllr Bailey has indicated he is happy to provide labour for the project, but a bricklayer is needed. The Parish Council could consider making this more of a project, paying for materials for it to be done. Steve Rickett will be asked if he is able to help on this with Cllrs Marchant and Bailey.
- e) To discuss Highways Improvement Plan
The Parish Council regularly gets emails from residents complaining about traffic and speed. A possible 20mph zone would be part of a bigger package of measures. Cllr Barnes is going to develop a working group to look at some of the issues relating to highways and we may need another traffic survey. We need to work with the new Highways Manager we have been allocated and we will ask for a site visit to walk through the village. Meanwhile Cllr Barnes will start with the group detailing what the issues are, what can be done and who we need to speak to. Residents concerned may like to take part in a Speedwatch group. This will show that something is being done and those making decisions about speed will think about this positively as they will see the community is doing something actively to monitor and help.
We were given, at short notice, a plan by KCC to reorganise the junction at North Meadow and Church Road to make it safer. We felt their plan wasn't workable and suggested something else. KCC have rejected this alternative as unworkable and have now said they won't be funding the scheme.
- f) Southern Gas Networks – Teston Road Gas Governor
In April this year the Village green near Hayes Lane was dug up by SGS and barriers and machinery were there for 6 weeks. We have now had a message saying that work was temporary and they need to do a permanent job. SGS are using an intermediary company who want to meet up with us and Cllr Unter is dealing. They may want some sort of easement over the Village Green to look after it.
- g) Fire Hydrant Inspections
Cllrs Bailey and Scullion have completed the inspections. Other Cllrs will complete their inspections.
- h) To discuss Maintenance Contract 2023
Cllr Marchant agreed to keep his quote the same for 2023.
Cllrs AGREED to appoint Cllr Marchant as maintenance contractor for 2023.
There was a discussion about maintenance of the track around the Recreation Ground. Cllr Marchant explained there were no edging stones to trim to, and that the track is in fairly good order.
Cllr Marchant will provide updates when work is completed in time for Cllrs to consider before meetings.
- i) To consider adoption of Kent Model Code of Conduct or TMBC Code of Conduct
There was a discussion and Cllrs AGREED to accept the TMBC Code of Conduct.
- j) Kent Minerals and Waste Local Plan and Kent Mineral Sites Plan
The proposals relate to hard rock and do not affect the village.

6. OPEN FORUM - Public Participation Session

There were no questions.

8. MONTHLY CHECK-LIST

- a) GDPR Updates
There was nothing to report.
- b) To note any Highways, Footpaths and Footways problems (www.kent.gov.uk/roads-and-travel/report-a-problem)
There was nothing to report.
- c) To receive update on Maintenance Contract
There was nothing to report.

- d) 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.
Village Green -the steam rally was not as busy as usual. Cllr Marchant reported that the skid marks on the green can be left and will repair themselves.
Cllr Williams was thanked for her work looking after the Pound.
There are no lights on in the Book Box and there were concerns about the defibrillator.
The Clerk will deal with registering the Defibrillator with The Circuit.
Cllr Bailey is continuing to move the SID around the Village.
- e) Replacement of damaged swings
This was reported at the last meeting
9. **EVENTS.** To receive reports on past events and to discuss events coming soon
- a) Kent Highways Seminar 11.10.22
Clerk and Cllr Unter attended. It was a very good seminar and it is amazing how much work Highways are doing in their various divisions. The notes from the seminar have been circulated to Cllrs.
- b) Steam Rally – 23.10.22
This is an unofficial gathering which happens every year. There were far fewer vehicles this year due to the weather. Offham Tractors raised £501 for Heart of Kent Hospice.
- c) Remembrance Service
This was discussed last month, after Cllr Marchant had left the meeting. There was a discussion about who should lay the wreath this year. It was agreed that Cllr Marchant would lay the wreath. Cllr Unter would like a discussion again next year to decide who should lay the wreath on behalf of the Parish Council.
- d) Lighting of the Christmas Tree (04.12.22)
Cllrs Marchant and Bailey are liaising with Steve Rickett and David Frankling who have agreed to help again. Cllrs APPROVED expenditure up to £400 on new lights and cabling needed. David Frankling will be asked if he can purchase the correct items and the Parish Council will reimburse him.
The Parish Council has approved £100 from project funding for refreshments for the lighting of the tree and the carols.
Jane Jordan has circulated posters for both events with details.
- e) Carols in the Pub (14.12.22)
This has been discussed.
- f) Postponed Race Night run by OPC with The Malling Lions
This has been rearranged for 14th January 2023.
Cllr Williams reported that Wendy has arranged the order of fish and chips, has sold 40 tickets and is putting up posters. There are another 40 tickets to sell.
- g) Coronation Celebration
Cllr Unter has been approached to ask if the Parish Council would do anything to celebrate the Coronation, maybe incorporating that with Offham May Day. May Day will take place on 29th April 2023. Cllrs will consider what involvement is possible and how to support a celebration.
- h) Men's Shed – The Kings Arms – Every Thursday
We had a proposed offer of £600 to help fund the Men's Shed from County Councillor Hohler. When that went to KCC they for approval, we were told that funding cannot be for ongoing costs but must be for set up only.
For the last 3 weeks attendees have made donations of £1 a person. This covers around half the costs. The Kings Arms provides the room free of charge, someone starts work early to heat up the urn, and tea, coffee and biscuits are provided. There were 16 attendees last week. Cllrs do not want money to be a barrier to residents attending.
It was noted that Open House is an organisation in the village for women to be part of.

- i) 2023 Calendar
Wendy Williams has raised another £80 from calendar sales and has sold £380 worth in total so far. All Cllrs were asked to sell calendars.

10. FINANCIAL INFORMATION

- a) To receive update on Parish Councillor Signatories with Unity Trust
Cllr Barnes has been added as a signatory and Cllr Marchant has the paperwork to deal.
- b) To consider future funding of The Men's Shed
This has been discussed.
- c) To receive bank statements, consider and approve financial statements and to monitor budget
These have been circulated and considered by Cllrs. The statements were approved and were signed by Cllr Unter.
- It was noted that £16,281.43 has been set aside for play area works, and £6,737.89 is available from project fundraising
 - Cllrs considered and approved a donation of £100 to Heart of Kent Hospice, who have reported that 7 Offham residents have received care from them.
 - A refund of £60 for race night tickets purchased by a resident will be set up when the bank details have been received
 - Draft budget and precept figures will be available for consideration at the December meeting and will be approved at the January 2023 meeting
 - The Parish Council laptop was purchased in March 2015 and is now very slow and difficult to use. Cllr Barnes has spare business laptops which could be refurbished for use. This was agreed.
- d) To consider and approve invoice payments

The following invoices were approved for payment and will be authorised by two Councillors:

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Payments – November 2022		
SMLM Ltd	Donation towards refreshments for Christmas Lights and Carols	£100.00
Clerk	Reimbursement – Poppy Wreath RBLI	£28.98
Waring Lawn Care	Autumn Treatment	£280.00
Marchant Garden Service	End of Year Maintenance Contract Invoice	£3,900.00
Clerk	November 2022 Salary	£693.72
HMRC	November 2022 PAYE and NI	£161.17
Clerk	Expenses – October 22	£9.10

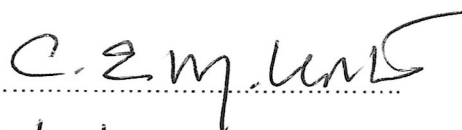
- e) To consider any other financial matters
There were no other financial matters.

11. AGENDA ITEMS FOR NEXT MEETING

There were no items raised.

The Meeting concluded at 9.40pm.

Date of the next Parish Council meeting: Tuesday 6th December 2022 at 7.30pm

Signed 

Dated 6/12/22