



## To all members of Offham Parish Council

You are hereby summoned to attend a meeting of Offham Parish Council on **Tuesday 3<sup>rd</sup> October 2023 at 7.30pm in the Committee Room, Offham Village Hall**

*Lynne Mackie*

Lynne Mackie, Parish Council Clerk

Date of Issue: 27<sup>th</sup> September 2023

### AGENDA

1. **APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST.** To receive apologies for absence and declarations of pecuniary and non-pecuniary interest.
2. **MINUTES.** To receive and approve the Minutes of the Meeting held on 5<sup>th</sup> September 2023 for signature
3. **EXTERNAL REPORTS**
  - a. County Councillor
  - b. Borough Councillors
  - c. Police
4. **PARISH COUNCILLOR REPORTS:**
  - a. Blaise Farm (13.09.23)
    - i. Quarry
    - ii. IVC Waste Management
    - iii. AD Plant
  - b. Offham Landfill Site
  - c. Offham Village Hall
  - d. Offham Primary School
5. **PLANNING AND LICENSING:** (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/23/01907/LDP - Stocketts, Aldon Lane** - Lawful Development Certificate Proposed: Erection of a garage and home gym incidental to the main dwelling and creation of small additional driveway to provide vehicle maneuvering
  - b. Approvals
    - i. **TM/23/01456/FL - Raglands, Church Road** - Erection of a one bedroom single storey garden annexe
    - ii. **TM/23/01308/FL - Bulawayo House, Teston Road** - Construction of two storey side and front extensions, alterations to roof including dormers to front and rear, construction of single storey rear extension, and extending existing ground floor rear/side utility/garden incorporating a swimming pool/changing/plant room extension. Associated external alterations
  - c. Refusals
    - i. **TM/23/01307/FL - 7 Church Road** - Erection of side extension to enable snug/study and kitchen extension to be provided at ground floor level along with additional bedroom in proposed roofspace. Introduction of bi-fold doors on rear elevation of existing house
  - d. Any other Matters and Licensing Matters
    - i. To consider a Neighbourhood Plan
    - ii. To note Request for a Scoping Opinion – Land West of Roughetts Road (Sand Quarry)
6. **MATTERS ARISING**
  - a. Highways Working Group and Highways Improvement Plan, Highways Working Group and Speedwatch
  - b. To receive update about KCC Licence to Cultivate Village Gateways
  - c. To receive update - Village Green Lease (SGN)
  - d. To Consider TMBC Climate Change Strategy
  - e. To consider TMBC's draft Economic Development Strategy 2023-2027 (13.10.23)
  - f. To consider changing the date of the January Meeting to 9<sup>th</sup> January 2024
  - g. To confirm approval for use of the Village Green for NSPCC Christmas Fayre 26.11.23
  - h. To note Spadework awarded Kent Charity of the Year 2023
7. **OPEN FORUM** - Public Participation Session
8. **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. 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
- c. To receive Maintenance Contract Update
- d. To discuss play area repairs and replacement plans

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

- a. Play Area Clean Up 01.10.23
- b. Steam Rally
- c. Remembrance Service and Wreath Laying 12.11.23
- d. NSPCC Christmas Fayre – Village Green - 26.11.23
- e. Annual Play Area Safety Inspection – due November
- f. Christmas Lights 03.12.23
- g. Carols in the Pub 21.12.23
- h. Men's Shed – The Kings Arms – Every Thursday
- i. 2024 Calendar
- j. To consider Fund Raising Event (Race Night) 2024

**10. FINANCIAL INFORMATION**

- a. To receive the Annual Governance and Accountability Return for 2022 – 2023 audited by Mazars
- b. Notice of Conclusion of the Audit – Annual Return for the year ended 31<sup>st</sup> March 2023
- c. To receive bank statements, consider and approve financial statements for signature and monitor budget
- d. To approve adding Cllr Fred Steer as a signatory to Unity Trust Bank
- e. To consider and approve invoice payments
- f. To consider any other financial matters

**11. AGENDA ITEMS FOR NEXT MEETING**

Date of Next Monthly Meeting - **Tuesday 5<sup>th</sup> December 2023** at 7.30pm  
There will be no Meeting In November.