



To all members of Offham Parish Council

You are hereby summoned to attend a meeting of Offham Parish Council on **Tuesday 5th March 2024 at 7.30pm in the Committee Room, Offham Village Hall**

Lynne Mackie

Lynne Mackie, Parish Council Clerk

Date of Issue: 28th February 2024

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 6th February 2024 for signature
3. **EXTERNAL REPORTS:**
 - a. County Councillor
 - b. Borough Councillors
 - c. Police
 - d. Speedwatch
 - e. Village Hall, Primary School
4. **PLANNING AND LICENSING:** (available to view at www.tmbc.gov.uk or www.kent.gov.uk)
 - a. New Applications
 - i. **24/00052 - Yew Tree Cottage, North Meadow** - Listed Building Application: Proposed remedial works to address damage caused by an escape of water
 - ii. **24/00209 - Stocketts, Aldon Lane** - Removal of small section of modern boundary wall and enlargement of driveway to allow vehicle maneuvering.
 - iii. **24/00167 - Orchard House, Pepingstraw Close** - Submission of Details Reserved by Condition - Details of condition 2 (external materials), 3 (finished levels) , 8 (bin store) and 9 (external Lighting) submitted pursuant to planning permission TM/20/01954/FL (Demolition of the existing dwelling and the erection of four detached dwellings together with associated parking, access and landscaping)
 - iv. **24/00233 - Teston Cottage, Teston Road** - Replacement of roof tiles and installation of PV Solar panels to garage
 - v. **24/00235 - Teston Cottage, Teston Road** - Listed Building Consent: Replacement of roof tiles and installation of PV Solar panels to garage
 - b. Approvals
 - i. **23/00468/FL - Godwell Oast, Church Road** - Conversion of part of existing barn for use with existing dwelling incorporating external alterations and replacement windows and doors. Conversion of detached Oast to ancillary habitable room with new windows and roof. Replacement external detached store and garage
 - ii. **23/03361 - 7 Church Road** - Proposed side extension with new bi-fold doors to the rear and full refurbishment
 - c. Refusals
 - i. **23/03383 - Stocketts, Aldon Lane** - Remodeling and realignment of the existing access to allow vehicles to enter from the east, including replacement of the existing frontage wall and erection of new railings and electric gates
 - d. Any other Matters and Licensing Matters
 - i. To consider a Neighbourhood Plan
 - ii. **24/00193 - Offham Quarry** - Consultation by KCC: Details of a Permissive Footpath (Condition 8), Construction Management Plan (CMP) (Condition 9), Landscape and Ecological Management Plan (LEMP) (Condition 10) and Planting Details (Condition 12) pursuant to planning permission (TM/21/1259/RVAR (KCC/TM/0002/2024) (NO OBJECTIONS)
 - iii. **24/00073 - Comp Corner, Seven Mile Lane** - Change of use of land from agricultural to residential (NO OBJECTIONS)
5. **PARISH COUNCILLOR REPORTS:**
 - a. Blaise Farm:
 - i. Quarry
 - ii. IVC Waste Management
 - iii. AD Plant
 - b. Offham Landfill Site and Offham Solar Park

6. MATTERS ARISING

- a. To consider Parish Council Vacancy
- b. To consider and approve Terms of Reference of Traffic/Highways Working Group
- c. To receive update about meeting with Kent Highways (21.02.24) and approve Highways Improvement Plan
- d. To approve contribution to Number 70 Bus Service
- e. New Parish Notice Boards – Grants and Donations
- f. To consider Village Litter Picking
- g. Annual Review: Standing Orders, Financial Regulations, Bye-Laws, Media Policy, Complaints Procedure, Freedom of Information Act, Retention of Documents and Records. Tree Management Policy, Travel and Expenses Policy, Equal Opportunities Policy, GDPR Action Plan, Grievance Procedure and Risk Assessments

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/)
- 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 update - Phase 1 and Phase 2 Recreation Ground and Play Area Refurbishment
- d. Wellbeing
- e. 2025 Fund Raising Calendar

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

- a. Annual Parish Meeting 05.04.24
- b. Race Night with Malling Lions 27.04.24
- c. Offham May Day 04.05.24
- d. D Day 80 – 06.06.24
- e. Offham Society Lazy Sunday Jazz 30.06.24
- f. Offham Garden Safari 14.07.24
- g. Sheddettes (every Tuesday) and Mens Shed (every Thursday) - 10am, Kings Arms

10. FINANCIAL INFORMATION

- a. To receive bank statements, consider and approve financial statements for signature and monitor budget
- b. To consider and approve invoice payments
- c. To receive update on Parish Councillor Signatories with Unity Trust
- d. To consider Donations 2023-2024

11. AGENDA ITEMS FOR NEXT MEETING

Date of Next Monthly Meeting - **Tuesday 2nd April 2024** at 7.30pm