



To all members of Offham Parish Council

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

Lynne Mackie

Lynne Mackie, Parish Council Clerk

Date of Issue: 30th October 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 8th October 2024 for signature
3. **TO CONSIDER PARISH COUNCILLOR VACANCY AND CO-OPTION**
4. **EXTERNAL REPORTS:**
 - a. County Councillor
 - b. Borough Councillors
 - c. Police – Beat Officer Laura Farmer PC
 - d. Village Hall, Primary School, Offham Society (to include map in bus shelter and projects)
5. **PLANNING AND LICENSING:** (available to view at www.tmbc.gov.uk or www.kent.gov.uk)
 - a. New Applications
 - i. **24/01564/PA - Primrose Paddock, Teston Road** - Lawful Development Certificate Existing: dwelling and detached garage
 - b. Approvals
 - i. **24/01369/PA - Kingscot, Tower Hill** -Details of Condition 3 ((a) Notated elevations and floor plans and detailed specification for removal of modern floors and wall coverings and details of making good exposed surfaces, (b) Method statement for removal of stone fire surround cladding, (c) Specification for timber beam cleaning, (d) Details of roof light, (e) Roof structure and first floor wall plan) Submitted pursuant to planning permission TM/22/02874/LB (Listed Building Application: Demolition of existing single storey side extension and replacement two storey side extension. Internal alterations, refurbishment, conservation and repair works to listed building. Replacement of asbestos garage roof, new driveway gate and associated landscaping. Demolition of existing shed and replacement single storey detached
 - c. Refusals
 - d. Any other Matters and Licensing Matters
 - i. **24/01606 – 4 Swan Cottages, The Green** - Replacement of rotted timber casement windows on front-facing ground-floor and first-floor with identical like for like timber windows (04.11.24).
 - ii. To discuss Planning Policy Statement, Neighbourhood Plan and Neighbourhood Priority Statement
6. **MATTERS ARISING**
 - a. To consider and resolve to approve new Financial Regulations
 - b. Public Consultation on the Proposed Main Modifications to the Kent Minerals and Waste Local Plan 2024-39 (17.10.24-28.11.24) www.kent.gov.uk/mineralsandwaste.
 - c. To receive update about Highways Improvement Plan
 - d. To consider Annual Parish Meeting 2025
 - e. To consider and approve amended play area signs
7. **PARISH COUNCILLOR REPORTS:**
 - a. Blaise Farm (Liaison Meeting tbc)
 - i. Quarry
 - ii. IVC Waste Management
 - iii. AD Plant
 - b. Offham Landfill Site (FCC Environment) and Offham Solar Park (Infinis)
 - c. Speedwatch (FS)
 - d. Community Emergency Resilience Plan
 - e. Fire Hydrant Checks in the Village (all)
 - f. Wellbeing (FS)
 - g. 2025 Fund Raising Calendar (SW)
 - h. To discuss Quintain repairs and maintenance (ST)

- i. Play Area Annual Inspection – 27.11.24 (ST, PB)
- j. To consider Parish Council Projects (all)

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, Quintain, 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. KALC – Advanced Planning Topics for Local Councils – 17.10.24 (ST)
- b. Display on The Green, Remembrance Service and Wreath Laying
- c. KALC – Clerks Conference 12.11.24 (Clerk)
- d. Kent Highways Seminar 20.11.24 (ST, Clerk)
- e. TMBC Parish Partnership Panel 21.11.24
- f. KALC AGM – 30.11.24
- g. Lighting the Christmas Tree – 01.12.24
- h. KALC – Rights of Ways Paths Seminar – 04.12.24 (Clerk)
- i. KALC – Clerks Networking Event – 05.12.24 (Clerk)
- j. Christingle Service at St Michaels – 08.12.24
- k. Carols in the pub – 19.12.24
- l. Shedettes (every Tuesday) and Mens Shed (every Thursday) - 10am, Kings Arms

10. OPEN FORUM - Public Participation Session

11. 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 consider and approve re-allocation of money earmarked for Play Area
- d. Confidential Agenda Item: to consider NALC National Salaries Pay Scale Increase Agreement for Clerk

12. AGENDA ITEMS FOR NEXT MEETING

Date of Next Monthly Meeting – **Tuesday 3rd December 2024** at 7.30pm