



To all members of Offham Parish Council

You are hereby summoned to attend a meeting of Offham Parish Council on **Tuesday 4th March 2025 at 7.30pm in the Committee Room, Offham Village Hall**

Lynne Mackie

Lynne Mackie, Parish Council Clerk

Date of Issue: 26th February 2025

AMENDED 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 4th February 2025
3. **TO CONSIDER PARISH COUNCILLOR VACANCY AND CO-OPTION**
4. **EXTERNAL REPORTS:**
 - a. County Councillor
 - b. Borough Councillors
 - c. Police
 - d. Village Hall, Primary School, Offham Society
5. **PLANNING AND LICENSING:** (available to view at www.tmbc.gov.uk or www.kent.gov.uk)
 - a. New Applications
 - i. **25/00189/PA - Barn Cottage, Seven Mile Lane**, - Part 1 Class A (Prior Approval) - Prior Notification for Larger Home Extension (Part 1 Class A): Single storey rear extension to a depth of 5.0m, maximum roof height of 3.70m, and eaves height of 3.0m
 - b. Approvals
 - i. **24/01300/PA - Quintain Cottage, Teston Road** - Proposed two storey side extension, single storey rear extension, change of materials and windows, creation of new access and new driveway - Amended with Proposed Description Change (04.12.24)
 - c. Refusals
 - d. Any other Matters and Licensing Matters
 - i. **TMBC Local Plan – Land Availability Assessment Call For Sites** - www.tmbc.gov.uk/local-plan, www.tmbc.gov.uk/local-plan/land-availability-assessment- 26.03.25
 - ii. **25/00201/PA- Quintain, The Village Green:** Listed Building Application for the repair of the Quintain, including dismantling and removal offsite to a secure workshop and subsequent re-erection
 - iii. **25/00158/PA - Teston Cottage, Teston Road** - Tree Notification Conservation Area - T1/T2 Maple, Prune to previous starting 4.5m to 3m
T3 Purple Plum, Prune to previous starting 6m to 5m
All works are maintenance purposes and to keep in size with surroundings
 - iv. To discuss Planning Policy Statement, Neighbourhood Plan and Neighbourhood Priority Statement
6. **MATTERS ARISING**
 - a. Road Closure Request – Offham May Day
 - b. KCC Licence To Cultivate – Gateways at Spadework and Aldon Lane
 - c. Draft Kent and Medway Local Nature Recovery Strategy is at Public consultation - www.kent.gov.uk/naturerecovery (12.03.25)
 - d. Kent Minerals and Waste Local Plan 2024-39 - Regulation 25 Notice of Publication of Inspector's Report
 - e. Local Government Reorganisation and Devolution
 - f. To receive any updates about Highways Improvement Plan
 - g. Great British Spring Clean 21.03.25- 06.04.25
 - h. To confirm Maintenance Contract Award 2025
 - i. 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. **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. To discuss Quintain repairs and maintenance (ST)
- d. TMBC Parish Partnership Panel 06.02.25 (ST)
- e. Fire Hydrant Checks in the Village (all)
- f. Wellbeing (FS)
- g. Speedwatch (FS)
- h. Community Emergency Resilience Plan
- i. To consider Diary of Village Works
- j. To consider Parish Council Projects (all)

8. MONTHLY CHECK-LIST

- a. To consider Highways, Footpaths, Bridleways and Footways (www.kent.gov.uk/roads-and-travel/report-a-problem), <https://www.kent.gov.uk/environment-waste-and-planning/public-rights-of-way/report-a-problem-on-a-right-of-way>
- 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. Village green Lawn Treatment 8.03.25
- b. Race Night – 29.03.25
- c. May Day – 03.05.25
- d. Offham Parish Council Annual Parish Meeting – 09.05.24
- e. Offham Society Lazy Jazz in Cosgrave Field -13.07.25

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 Donations 2024-2025
- d. The Pensions Regulator: workplace pensions re-enrolment

12. AGENDA ITEMS FOR NEXT MEETING

Date of Next Monthly Meeting – **Tuesday 1st April 2025** at 7.30pm