

Meopham Parish Council

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A Civility & Respect
Pledge Council

Minutes of the Full Council Meeting held on Tuesday 2nd June 2026 at 7:00pm at Harvel Village Hall, Harvel, Meopham, DA13 0DS

Members Present:

- Cllr S Buchanan
- Cllr D Bramer
- Cllr R Collings
- Cllr D Fisher
- Cllr D Johnson
- Cllr S Johnson
- Cllr J McNamara
- Cllr D Sims
- Cllr B Wade
- Cllr P Watson

In Attendance:

- 2 members of the public
- L Winter – Clerk
- A Brown – Assistant Clerk

Meeting commenced 19:02

Item 1: Apologies for Absence: To receive and accept apologies

F.C. 24 Apologies were received from Cllr Gofton (away).

Item 2: Declarations of Members' Interests: To receive declarations of pecuniary and non-pecuniary interests for this meeting

F.C. 25 Cllr D and S Johnson declared an interest in Item 5 Software Licences

Item 3: Minutes of Previous Meetings: To approve the minutes of the meetings held on 12.05.2026

F.C. 26 Cllr Buchanan proposed and Cllr Collings seconded that the minutes of the Annual Council Meeting of 12.05.2026 be approved. All in favour.

Item 4: Public Session & External Reports

4.1 Public Session

Disclaimer: The statements made during the Public Session reflect the opinion of the speaker(s) and are not necessarily accurate or factual information.

F.C. 27 There were no comments.

4.2 Borough Councillor and County Councillor

F.C. 28 There were no Borough Councillor or County Councillor present.

4.3 Police

F.C. 29 No Police representatives were in attendance. A councillor raised concerns regarding a campervan parked on the road near Meopham Green and requested that contact be made with PC Joe Dallarda to ascertain whether any action can be taken in relation to vehicles parking around the Green.

Item 5: Software Licences: To renew and approve the Council's Software Licences for 2026/2027

F.C. 30 RESOLVED: That the software licences renewals be approved. Proposed by Cllr Sims and seconded by Cllr Wade. There were 8 votes in favour and 2 abstentions.

Item 6: Audio Equipment for Members: To consider options and agree a budget

F.C. 31 Accessibility requirements were identified as the priority. It was agreed that the hearing loop should be repaired, if feasible. Once repaired, the system will be trialled to assess its effectiveness. Proposed by Cllr D Johnson and seconded by Cllr Collings. All agreed.

Item 7: Communication in print (symbols for children with disabilities) and sensory boards: To consider approving the purchase, location and budget

F.C. 32 Councillors expressed strong support for the proposal. Officers were asked to investigate potential funding opportunities, including the County Councillor Member Grant. Advice on suitable equipment should be sought from Helen Allison and Ifield Schools. It was agreed that all Meopham Parish Council greens would be considered as potential locations. The Clerk advised that funding could be drawn from the Families and Young People budget.

It was proposed by Cllr D Johnson and seconded by Cllr S Johnson that officers proceed on this basis. The proposal was carried unanimously.

Item 8: Liaison Councillor Roles: To agree the Councillors and roles

F.C. 33 Following discussion, the allocation of liaison councillor roles was agreed. Officers were requested to produce a Green Survey form and a Liaison Councillor Report template. These documents will be circulated to all councillors for completion and return to officers, with the submitted reports to be included on future committee agendas.

The proposal was moved by Cllr Collings and seconded by Cllr Wade and was duly approved.

A schedule of the agreed liaison councillor appointments and roles is attached to these minutes.

Item 9: WhatsApp: To consider the use of WhatsApp

F.C. 34 Councillors unanimously agreed that Meopham Parish Council would not adopt or use WhatsApp for council communications.

Cllr McNamara requested that councillors refrain from engaging with planning-related and campaign groups on social media and consider removing any previous posts that could give rise to a perception of bias or predetermination. Councillors noted the request.

Item 10: Meopham Green: To consider the request from Maidstone Art Society

F.C. 35 RESOLVED: That the use of Meopham Green by the Maidstone Art Society be approved in principle, recognising that the Green is a public open space.

Item 11: Standing Agenda Item: To consider any need for professional advice or reports on planning or related issues

F.C. 36 Update in approximately 1 month.

F.C. 37 Closed Session – all public and press were asked to leave the meeting.

PROPOSED: Cllr Collings. SECONDED: Cllr Wade. All in favour.

CLOSED SESSION

Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the next item, the public and press will be asked to leave the meeting

Item 12: Southdown Shaw Allotments: Receive an update

F.C. 38 The Clerk advised that a response was still awaited from the Council's insurers regarding insurance cover for the proposed legal action.

Councillors received an update on a number of issues at the allotment site that had been reported to officers. Members were also advised that several written complaints concerning the MDAA had been received

The meeting ended 20:31