

Meopham Parish Council

St Johns Centre, Wrotham Road, Meopham, Kent, DA13 0AA - Tel: 01474 813779

Email: enquiries@meopham-pc.gov.uk

Website: www.meopham-pc.gov.uk



A Civility & Respect
Pledge Council

Minutes of the Full Council Meeting held on Tuesday 30th June 2026 at 7:00pm at Cricket Pavilion, Meopham Green, DA13 0PZ

Members Present:

Cllr D Bramer
Cllr S Buchanan
Cllr R Collings
Cllr D Fisher
Cllr S Johnson (19:03)
Cllr J McNamara (Chairman)
Cllr D Sims (Vice Chairman)
Cllr B Wade
Cllr P Watson

In Attendance:

L Winter – Clerk
A Brown – Assistant Clerk
D Denman (Meopham Windmill Trust)
Cllr D Morton (Kent County Council)
9 Members of Public

Meeting commenced 19:00

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

F.C. 39 Apologies were received from Cllr S Gofton.

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

F.C. 40 None declared.

Item 3: Minutes of Previous Meetings: To approve the minutes of the meetings held on 02.06.2026

F.C. 41 Cllr S Buchanan PROPOSED and Cllr B Wade SECONDED that the minutes of the meeting of 02.06.2026 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. 42 A member of the MDAA stood to speak. The Chairman informed them that because we are now in the legal process, they are to send in anything they wish to be considered and it will be forwarded to our legal team.

19:03 Cllr S Johnson arrived and gave apologies for Cllr D Johnson.

4.2 Borough Councillor and County Councillor

F.C. 43 Cllr Morton – Sent apologies for Cllr Harding.

Cllr Morton provided the following updates:

- A new highways contract is being introduced with the aim of improving pothole repair times, response times for drainage and safety issues, and providing a more accountable service.
- A £100 million bid has been submitted to the Government to strengthen Kent's critical transport routes, with a decision awaited. £1 billion is planned for the long-term Highways and Transport Capital Programme.
- A SEND inspection by Ofsted and the Care Quality Commission will take place in early July, with community feedback likely welcomed as part of the process.
- KCC continues to face significant financial pressures, particularly in relation to Adult Social Care and SEND services.
- Public health messaging regarding hot weather remains a priority. Parish councils were encouraged to help promote advice to residents, noting the significant health risks associated with extreme heat.
- Trading Standards continues to undertake a range of enforcement activities across the county.
- A number of environmental initiatives are ongoing, with further information available on the KCC website.
- Within Skills and Education, no libraries are due to close. A new library has recently opened, refurbishment works are continuing across the library estate, and Family Hubs are being integrated into libraries to make better use of facilities, including the provision of some Adult Social Care services.
- An update on Local Government Reorganisation is expected on 16 July.
- The KCC budget consultation is open until 7 September.

Following a question about the potholes on Norwood Lane and whether repairs were being delayed due to potential planning development, Cllr Morton confirmed that this was not the case and advised that the potholes should be reported.

In response to a comment regarding the introduction of a new bus network provider in Meopham and the need to update the timetables displayed at bus stops, it was agreed that this would be investigated and the timetables updated where necessary.

4.3 Police

F.C. 44 There were no Police present.

Item 5: Meopham Windmill, KCC Divestment: To receive an update from trustees

F.C. 45 Dave Denman, speaking in his capacity as a Trustee of the Meopham Windmill Trust (MWT), provided an update on the current position of Meopham Windmill and the implications of Kent County Council's (KCC) proposed asset divestment programme. He advised that the MWT had submitted an Expression of Interest. The windmill is designated as an Asset of Community Value. This creates a six-month moratorium in which the community can raise the finance to purchase the asset. KCC will evaluate the bids against their Assessment Criteria between December 2026 and January 2027.

The Trust holds a 999-year lease on the windmill, which commenced in 1969. This is a non-repairing lease, and therefore provides a great deal of protection to the Lessees, in terms of maintenance and repair costs, as well as a major stumbling block for any potential bidders. In addition, the trustees also own the land surrounding the mill, which again makes ownership of the mill freehold extremely unattractive.

Members were advised that KCC had indicated its willingness to transfer ownership of the windmill to the Trust for a nominal sum of £1. While only minor repairs are anticipated over the next 20 years, it is estimated that major works costing between £150,000 and £200,000 will be required thereafter. KCC has estimated annual operating costs at approximately £20,000; however, the Trust currently meets its day-to-day running costs, including electricity and insurance, totalling around £5,000 per annum, which are funded through rental income from office space within the property.

Mr Denman reported that the windmill welcomed approximately 850 visitors during the previous year, including around 250 children. Following its Easter opening, which included a children's Easter Bunny Hunt, visitor numbers had already exceeded 100, and it was anticipated that annual visitor numbers would exceed 1,000 this year.

The Trust requested the Parish Council's support in progressing its plans where possible.

Item 6: Pitfield Green Toilets CCTV: To receive an update

F.C. 46 Update No 10 on progress received.

Item 7: Pitfield Green Toilets CCTV: To consider approval of CCTV within the toilet facilities

F.C. 47 A discussion took place regarding the proposed installation of CCTV cameras within the public toilet facilities. Several councillors expressed concerns about the presence of cameras inside the

building, citing the potential perception of users and the need for clear justification.

It was noted that the toilets had previously been closed at sunset and that the revised closing time of 6.00 pm was expected to help reduce incidents of anti-social behaviour. Members also noted that the external lighting and CCTV cameras would provide an additional deterrent.

Cllr S Buchanan PROPOSED and Cllr B Wade SECONDED to keep the internal cameras that are just on the door. No one else was in favour.

Following this decision, the internal cameras from all three facilities will be switched off/removed before opening.

Item 8: Pitfield Green CCTV Policy: To accept the policy: either option A or option B dependent on decision taken on Item 7

F.C. 48 Cllr R Collings PROPOSED and Cllr S Johnson SECONDED that the CCTV Policy Option B be Ratified. 7 For and 1 Abstention.

Item 9: Co-option: To accept the documents

F.C. 49 Cllr D Bramer PROPOSED and Cllr S Buchanan SECONDED that the documentation presented for 9.1, 9.2, 9.3 and 9.4 be ratified. 7 For and 1 Abstention.

Item 10: Incident Reporting Procedures and Incident Register: To accept the procedures and register

F.C. 50 Cllr S Buchanan PROPOSED and Cllr R Collings SECONDED that the Incident Reporting Procedures and Incident Register be ratified. 7 For 1 Abstention.

Item 11: Privacy Notice: To accept the notice

F.C. 51 Cllr S Johnson PROPOSED and Cllr R Collings SECONDED that the Privacy Notice be ratified. 7 For 1 Abstention.

Item 12: Data Protection Policy: To accept the policy

F.C. 52 Cllr S Buchanan PROPOSED and Cllr S Johnson SECONDED that the Data Protection Policy be ratified. 7 For 1 Abstention.

Item 13: Meopham Green Trees: To consider, and approve where necessary, the paperwork received regarding a number of trees

F.C. 53 Cllr B Wade PROPOSED and Cllr D Fisher SECONDED that the tree is pruned back first to see if it survives and if not then get it removed next year. All in Favour.

- Item 14: Microsoft 365 Pricing Update: To note**
- F.C. 54** Noted.
- Item 15: Judsons Recreational Playground: To approve the work required to the round-a-bout and the use of the earmarked reserves**
- F.C. 55** Cllr S Johnson PROPOSED and Cllr R Collings SECONDED that the bearings on the roundabout be replaced. All in Favour.
- Item 16: Hook Green Village Sign: To consider the correspondence received**
- F.C. 56** Agreed to get quotes for painting.
- Item 17: Meopham Green – Coffee Van: To consider the correspondence received**
- F.C. 57** The proposal was discussed by Members, who considered the suitability of the Village Green as a location. The Meopham Windmill Trust was asked whether it would be willing to consider hosting it at the Windmill. The Trust indicated that it was not opposed in principle but noted that a number of practical issues would need to be addressed, including litter management, the provision of toilet facilities and parking.
- Cllr D Sims PROPOSED Cllr P Watson SECONDED that the Parish Council respond by advising that the it could not be on the Village Green, but that they may wish to discuss the possibility of using the Windmill site with the Meopham Windmill Trustees. 6 For 3 Abstentions.
- Item 18: Planning Application: To consider and make recommendations on the following planning application**
- 20260627 – 4 Monkreed Villas, Longfield Road, Longfield, Kent DA3 7AR - Erection of a first floor side extension**
- F.C. 58** Cllr B Wade PROPOSED and Cllr S Buchanan SECONDED that there were no objections. All in Favour.
- Item 19: Financial Matters**
- F.C. 59** The payment and bank documents were considered.
- RESOLVED that:

- 19.1** The schedule of payments since the last meeting up to 01.06.2026 be agreed.
- 19.2** The receipts and payments report for the same period be received.
- 19.3** The bank statements and reconciliation be received and signed.
- 19.4** The council reserves statement be received and signed.

Item 20: Standing Agenda Item: To consider any need for professional advice or reports on planning or related issues

F.C. 60 GBC had still not released the 3 documents regarding Reg 19.

Item 21: Officers report: To receive a report of items for information from the Clerk

F.C. 61 Noted.

F.C. 62 20:14 Closed session – all public and press were asked to leave the meeting.

PROPOSED Cllr S Johnson SECONDED Cllr D Sims. 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 22: Southdown Shaw Allotments: Receive an update

F.C. 63 Received.

Item 23: Assertion 10: To consider under GDPR the requirements that councils need to demonstrate proper governance frameworks for their digital presence and data protection practices

F.C. 64 All Councillors to go through what documents they have at home and if it is not an agenda, minutes or a published document then it should be returned to the office.

Item 24: Complaints of Maladministration: To note the receipt of two complaints

F.C. 65 Noted.

The meeting ended 20:45