

Meopham Parish Council

All correspondence to:
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Clerk: Mrs S Egglesden e-mail: clerk@meopham.org
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15th June 2016

Dear Sir/Madam,

SUMMONS & AGENDA – PLANNING AND PROJECTS COMMITTEE MEETING

There will be a meeting of the **PLANNING & PROJECTS COMMITTEE** on **Tuesday 21st June 2016 at 7:30 p.m.** to be held at the **Windmill, Meopham Green**.
Please find attachments to items marked (*).

Yours faithfully,

Clerk

AGENDA

- 1 To receive Apologies for Absence
- 2 To receive Declarations of Members' Interests
- 3 To approve minutes of previous meetings (19/01/16) (*)
- 4 To consider matters arising from the above Minutes
- 5 Planning Applications
 - 5.1 To consider and make recommendations on Planning Applications (*) (to follow)
- 6 Highways Issues
 - 6.1 To discuss ongoing parking issues in the parish and agree on any further action
 - 6.2 To discuss and agree, if appropriate, MPC supporting any potential measures to reduce accidents on Wrotham Road in the Meopham Green area and agree what action to take
- 7 Bus Shelters - update
- 8 Local Plan Core Strategy - update
- 9 Affordable Housing
 - 9.1 To note the date for the Affordable Housing Meeting at GBC
 - 9.2 To agree members of the Affordable Housing Sub Committee
- 10 Parish Plan
 - 10.1 Update on the Parish Plan and to note the date of the first meeting of the Parish Action Team

11 Community Festivities

- 11.1 Report on the event organised to celebrate the Queen's 90th Birthday - Picnic on the Green
- 11.2 Financial Matter – to note the expenditure on the Tea Party and the Picnic on the Green and agree, if appropriate, to review if any virement is required within the P&P budget at the end of the financial year. (*) (to follow)

12. To agree to investigate into potential grant funding for a defibrillator for Meopham Village Hall

13 Financial Matters

- 13.1 To note expenditure for the Planning and Projects Committee Expenditure from 1st April 2016 to 21st June 2016 (*) (to follow)
- 13.2 To note the Planning and Projects Committee Income and Expenditure to date for the 2016/17 financial year (*) (to follow)

14 To note correspondence received (*) (to follow)

Meopham Parish Council
Minutes of Meeting of a Planning & Projects Committee
held on Tuesday 19th January 2016 at 8:00pm
in the Windmill, Meopham Green

Committee Members present Cllrs McTavish (Chairman) D Bramer (Vice Chairman), M Bramer, Buchanan, Gofton, Hasler, Knott, Powell and Wade

In attendance: Mrs S Egglesden (Parish Clerk), Mrs N Jerram (Clerical Assistant), Cllr Ogden, Cllr J Burgoyne (Borough Cllr)
2 members of the public

Item 1 **To receive Apologies for Absence**

P.54 There were apologies from Cllr Howard (family commitments)

Item 2 **To receive Declarations of Interests**

P.55 There were no declarations of interest.

On a proposal by Cllr McTavish and seconded by Cllr M Bramer, Standing Orders were suspended in order for the Neighbourhood/Parish Plan presentation by Jim Boot to be completed. 7 voted in favour, 2 against. Standing Orders were then reinstated.

Item 3 **To approve the minutes of previous meeting: 03/11/15**

P.56 The minutes of the meeting held on the 03/11/2015 were approved as a true record of the meeting on a proposal by Cllr M Bramer and seconded by Cllr S Buchanan. 8 voted in favour with 1 abstention.

Item 4 **To consider matters arising from the above Minutes**

P.57 Cllr Wade asked what had happened with Bakers Lyndhurst Meadow Planning Application. Cllr McTavish reported that the planning application had been withdrawn.

P.58 Cllr Hasler pointed out a typing error under Item 9 Neighbourhood Plan P.43 and Item 12, Financial Matters P.49 ARCK should be ACRK.

8.20pm a member of public left the meeting

Item 5 **Planning Applications****5.1 To consider and make recommendations on Planning Applications:****P.59** **2015/0868 ***REVISED DESCRIPTION/DRAWINGS*** GREENSHAW HOUSE
WROTHAM ROAD MEOPHAM GRAVESEND KENT DA13 0AU**

Application for a minor material amendment to planning permission reference no. 20140592 for demolition of an existing timber barn and erection of single storey dwelling with integral double garage; to allow a reduction in the footprint of the building, reduction in the depth of the pitched roof, increase in the ridge height of the pitched roof and reconfiguration of the internal layout.

Cllr Wade proposed a motion of no objection subject to neighbour consultation and the decision is to be made subject to the enforcement officer and planning officer satisfaction on compliance with plans and recommendations of GBC Planning. Cllr Hasler seconded this and all voted in favour.

P.60 **2015/1185 - HIDEOUT WHITEPOST LANE CULVERSTONE GRAVESEND
KENT DA13 0TW**

New timber carriage house/garage to be built in corner of front driveway.

Cllr M Bramer proposed a motion of no objections, seconded by Cllr Buchanan, 8 members voted in favour, 1 abstention.

P.61 **2015/1088 - 1 PINE RISE MEOPHAM GRAVESEND KENT DA13 0JA**

Retention of 1.8m high close boarded boundary fence along the Pine Rise elevation.

Cllr Buchanan proposed a motion of no objection to the above application, subject to neighbour consultation, seconded by Cllr Knott. All voted in favour.

P.62 **2015/1181 - 69 CHEYNE WALK MEOPHAM GRAVESEND KENT DA13 0PP**

Demolition of existing garage and erection of part single part double storey side extension, to form of a ground floor w.c., new kitchen/diner and bedroom/study. First floor extension stepped back to take in to account any potential overshadowing. Grass verge at front of property to be block paved to allow an additional car parking space due to loss of garage.

Cllr Wade proposed a motion of no objection on the above subject to No.71 being happy with the garage arrangements and recommended that the driveway is permeable, seconded by Cllr Hasler. All voted in favour.

P.63 2015/1224 - SUVA DEAN LANE HARVEL GRAVESEND KENT DA13 0BS

Erection of a detached hay barn and tractor store in relation to the agricultural use.

Cllr D Bramer proposed recommending objection to the above application, subject to over development in the Green Belt, seconded by Cllr M Bramer. All voted in favour.

P.64 2015/1198 - LINDENWOOD MANOR GRAVESEND ROAD FAIRSEAT SEVENOAKS KENT TN15 7JR

Retention of existing boundary fence and proposed soft landscaping.

Cllr Buchanan proposed recommending objection on the grounds that the fence has not been erected where it should have been erected, so planting is too close to the verge and when it grows it will become a danger to vehicles driving along the Harvel Road, seconded by Cllr Hasler. All voted in favour.

P.65 2015/1200 - CAMER LEA WROTHAM ROAD MEOPHAM GRAVESEND KENT DA13 0JJ

Erection of a part two storey part single storey side extension to provide garage, utility, enlarged kitchen on ground floor with an additional bedroom and en-suite on the first floor providing a link extension at rear of the building to connect to an outbuilding in the rear garden.

Cllr Buchanan proposed a motion of no objection to the above application subject to neighbour consultation especially regarding the light, seconded by Cllr Wade. All voted in favour.

P.66 2015/1233 - MEOPHAM SCHOOL, WROTHAM ROAD, MEOPHAM, GRAVESEND KENT DA13 0AH

Demolition of existing school buildings and replacement with a 3 storey block together with landscaping and associated ancillary works

Cllr D Bramer proposed a motion of no objection to the above application, seconded by Cllr Buchanan. All voted in favour.

P.67 2016/1180 - CHILTON LODGE VALLEY LANE CULVERSTONE GRAVESEND KENT DA13 0DG

Demolition of existing dwelling and erection of replacement 4no. bedroom detached dwelling including a basement and erection of a detached garage.

Cllr Buchanan proposed a motion of no objection subject to Green Belt Policy, seconded by Cllr D Bramer. All voted in favour

P.68 **2016/0011 - THE BARN, EVENDEN FARM, WROTHAM ROAD, MEOPHAM, GRAVESEND, KENT DA13 0JE**

Cllr Powell proposed a motion of no objection subject to neighbour consultation and agreement of the conservation officer, seconded by Cllr Buchanan. All voted in favour.

Item 6 **Highways: Transport Issues, Bus Shelters and Street Lighting**

6.1 To consider and approve the design for new bus shelters at Station Approach and Station Road, to be paid for via a KCC Grant

P.69 Members discussed replacing the 2 shelters at Station Road with either wood or metal shelters. Cllr Hasler questioned the longevity of wooden shelters and it was agreed to consider and approve a metal design. This was recommended on a motion by Cllr D Bramer and seconded by Cllr Wade, all voted in favour.

Station Approach (Railway Tavern) – Members discussed replacing this Shelter like for like with a metal design with seating. This was recommended on a motion by Cllr McTavish and seconded by Cllr Hasler, all voted in favour.

Station Road (opposite Station Approach) – Members discussed replacing this shelter with a metal shelter with seating. This was recommended on a motion by Cllr McTavish and seconded by Cllr D Bramer, all voted in favour.

Bus Shelter The George PH – Members discussed the replacement of this shelter with a metal cantilevered shelter with seating. This was recommended on a motion by Cllr McTavish and seconded by Cllr D Bramer, all voted in favour.

Following discussions, the Clerk was asked to contact KCC for options/examples of bus shelters available.

Action: Clerk

P.70 The email from KCC regarding proposed bus stop work circulated to all Cllrs was noted.

P.71 Cllr Wade spoke regarding Bus Service Timetable concerns. It was agreed to put this in the Meopham Review, asking residents to contact the Clerk with any concerns.

Action: Clerk

Item 7 **Local Core Plan Strategy**

P.72 No update to report.

Item 8 **Affordable Housing Sub Committee****8.1 To note the date for the Affordable Housing Sub Committee**

Affordable Housing Sub Committee Meeting scheduled for Tuesday 16th February 2016 at 2.30pm. The Clerk was asked to circulate an email confirming this date.

Action: Clerk

Item 9 **Neighbourhood Plan****9.1 To consider a motion proposed by Cllr McTavish to agree a recommendation to propose to full council on whether to proceed with a Neighbourhood Plan or a Parish Plan****P.73** Cllr McTavish proposed three options:

1. To update our current Parish Plan consulting with residents.
2. Go with Neighbourhood Plan and consult with residents.
3. Create a new Parish Plan, consulting with residents, and we can then gauge support for a Neighbourhood Plan.

Cllr J Burgoyne GBC said she would support MPC on a Neighbourhood or Parish Plan

Cllr Powell proposed a motion to go ahead with a Parish Plan subject to consultation to be agreed at full council, seconded by Cllr Hasler, 8 voted in favour, 1 voted against.

Cllr M Bramer proposed a motion to go ahead with Neighbourhood Plan; this motion did not receive a seconder.

Cllr McTavish proposed a public meeting in March to discuss the proposals for a Parish Plan. Details to be advertised on the website, face book, in local schools, library, MPC notice boards. Motion proposed by Cllr McTavish, seconded by Cllr Buchanan, all voted in favour.

Item 10 **Parish Guide 2015-17**

Cllr McTavish thanked the Clerk, Cllr D Bramer, Cllr Gofton for their help in the publication of the Parish Guide.

Item 12 brought forward for discussion to enable Cllr J Burgoyne to be present**Item 12** **Community Festivities****12.1 Proposed Queen's Birthday event in the Parish – Update on progress**

P.74

Cllr Gofton spoke and had two suggestions:

- a) 21st April 2016 - An invitation for 'afternoon tea' to be held in Meopham Village Hall for parishioners who will be aged 90 this year plus a maximum of 3 family members. It was suggested members of the W.I. be invited to prepare the tea and there would be entertainment (musicians).
- b) 11th June 2016 – A 'Picnic on the Green' to be held between 2pm and 4pm (Meopham Green) open to all parishioners with the possibility of a screen being erected showing the televised celebrations and the Trooping of the Colour.

It was agreed that we would speak to the Culverstone Community Association and the Harvel Residents Association to ask if they had any plans for events to celebrate the Queen's birthday.

Cllr Wade agreed to pass on details for the cricket club contact for checking match dates on Meopham Green. Further locations were discussed.

Beacon at Hopehill 21st April 2016. Cllr Powell agreed to get in touch with the Scouts.

Action: Cllr Powell

Cllr Hasler spoke of an event planned to celebrate the Queen's birthday on Saturday 18th June 2016 - Black Tie Dinner and Dance organised by Friends of Meopham Church.

A motion was proposed to go ahead with the tea party and picnic on the green. Motion proposed by Cllr McTavish, seconded by Cllr Buchanan, all voted in favour.

Action: Cllrs Gofton, Knott, McTavish

10.15pm Cllr J Burgoyne and a member of public left the meeting

Item 11**Consultations received**

11.1 Department for Communities and Local Government – National Planning Policy Consultation on proposed changes – deadline for response Monday 25th January 2016. To agree to draft a suitable response and circulate for approval.

P.75

Cllr McTavish agreed to draft a suitable response to be circulated and agreed by 22nd January 2016, all members voted in favour.

The date for submission of responses has been extended to 22nd February 2016.

11.2 KCC – Kent Minerals and Waste Local Plan (MWLP) 2013-30. Further proposed modifications consultation document – deadline for response Friday 4th March 2016. To agree to draft a suitable response and circulate for approval.

P.76 Agreed not to respond.

Item 13 Financial Matters

13.1 To note expenditure for the Planning and Projects Committee Expenditure from 28th October 2015 to 19th January 2016

P.77 Members noted this.

13.2 To note the Planning and Projects Committee Income and Expenditure to date for the 2015/2016 financial year

P.78 Members noted this.

Item 14 To note correspondence received

P.79 Correspondence was noted.

CLOSED SESSION

Pursuant to Standing Order 5 – Motion to exclude the press and public as publicity would prejudice the public interest by reason of the confidential nature of the business

Item 15 Bus Shelter Refurbishment

15.1 To consider the estimates submitted for the refurbishment of bus shelters and approve a contractor, subject to the allocation of grant funding from KCC

P.80 Three quotations were considered by all members. Cllr Buchanan proposed a motion to proceed with Queensbury, seconded by Cllr Knott. Members voted 7 in favour, 1 against and 1 abstention. It was agreed the Clerk would inform KCC what had been agreed and to find out the timetable for works.

Action: Clerk

The meeting closed at 10.35 pm

Signed.....Dated.....

