

Meopham Parish Council

The Windmill, Meopham Green, Meopham, Kent, DA13 0QA - Tel: 01474 813779
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To all Members of Meopham Parish Council

You are hereby summoned to attend a meeting of the **Full Council** of **Meopham Parish Council** on **Tuesday 20th December 2022** at **7:30pm** to be held in **Small Hall, Meopham Village Hall, Wrotham Road, DA13 0AT**. Papers have been circulated for items marked with (*)

Yours faithfully

Shaun Fishenden

Shaun Fishenden BA (Hons)
Clerk and Responsible Financial Officer
Date of Issue: Tuesday 13th December 2022

AGENDA

1. **Apologies for Absence:** To receive and accept apologies
2. **Declarations of Members' Interests:** To receive declarations of pecuniary and non-pecuniary interests
3. **To approve the minutes of previous meetings:** 15.11.22 (*)
4. **Public Session & External Reports**
 - 4.1 **Public Session**
 - 4.2 **Borough Councillors and County Councillor**
 - 4.3 **PCSO and Community Warden**
 - 4.4 **Co-op Member Pioneer**
5. **Planning Applications:** To consider and make recommendations on the following planning applications (*) (to follow)
 - 20221241 – Priesthood, Priestwood Road, Meopham, Gravesend, Kent, DA13 0DA**
Conversion of existing outbuilding to a new 2-bedroom dwelling
 - 20221234 – 1 Warwick Gardens, Meopham, Gravesend, DA13 0PJ**
Erection of a two-metre-high garden fence to the side garden area
 - 20220657 – Culverstone Green Primary School, Wrotham Road, Meopham, Gravesend, DA13 0RF**
Construction of a Multi-Use Games Area (MUGA) on the school field outdoor
6. **Finance & Governance**
 - 6.1 **Expenses Claims:** To consider approving expenses claimed by the Clerk and Assistant Clerk (*) (to follow)
 - 6.2 **Schedule of Payments:** To approve the schedule of payments awaiting authorisation up to 13.12.22 (*)
 - 6.3 **Receipts and Payments Report:** To note the report up to 13.12.22 (*)
 - 6.4 **Bank Statements:** To receive the bank statements as of 13.12.22 (*)
7. **Community Grants Policy Review:** To review the community grants policy (*)

- 8. Parking/Vehicular Access at Meopham Green and A227:** To consider concerns raised by residents residing around the Green and on the A227 Wrotham Road (*)
- 9. Council Administration**
- 9.1 Council Training:** To approve the quote for training received, as agreed in principle on 15.11.22
- 9.2 'What to do in Meopham? Guide':** To consider arrangements for printing and distributing the updated guide
- 9.3 Meopham Mercury:** To consider approving the costs of printing the Mercury at £420 + VAT per edition and delivery by Royal Mail at £405 + VAT per edition
- 10. Environment & Amenities**
- 10.1 Memorial Bench Maintenance & Replacement:** To agree a rolling programme of maintenance and replacement for existing Memorial Benches within the parish (*) (to follow)
- 10.2 Judsons Recreation Ground:** To consider any response received from Meopham Colts regarding maintenance work at Judsons (*) (to follow)
- 10.3 Judsons Play Area:** To consider the quotes received from Playdale for a replacement spring for existing rocker or new rocker (*)
- 10.4 Streetlights:** To consider the recommendations of the report from the Clerk (*)
- 10.5 Climate Change:** To consider the recommendations of the report from the Clerk and K Everson (*)
- 10.6 Pitfield Green Toilets – Maintenance:** To consider required maintenance/renewals at the toilet block (*) (to follow)
- 10.7 Pitfield Green Toilets – Enquiry Received:** To consider the enquiry received and the report recommendations (*)
- 11. Youth & Community**
- 11.1 Coronation:** To consider arrangements for celebrating the Coronation of the King and Queen Consort (*)
- 11.2 Southfield Shaw Defibrillator:** To consider the proposal to install a public access defibrillator at Southfield Shaw (*) (to follow)
- 11.3 A227 Road Closures:** To consider the response received from Adam Holloway's office regarding the A227 road closure as a result of the sinkhole (*)
- 11.4 Men's Shed:** To receive an update on the mobile men's shed event
- 12. Motions from Councillors:**
- 12.1 Motion from Cllr Gofton - Remembrance Bench:** To consider the installation of a Remembrance bench to be located by the War Memorial on Meopham Green
- 12.2 Motion from Cllr Gofton - London Green Belt Council:** To consider whether the Council wishes to purchase an annual membership for the London Green Belt Council at a cost of £25 per annum
- 12.3 Motion from Cllr D Bramer - Covid Garden:** To consider inviting designs for a post-Covid garden on the small green opposite the war memorial with the selected design being actioned should suitable funding be found
- 13. Financial Matters for 2023-2024**
- 13.1 Budget:** To approve the budget for the 2023-2024 financial year (*)
- 13.2 Precept:** To set the precept for the 2023-2024 financial year (*)
- 14. Meopham Windmill Trust:** To report that the meeting with Meopham Windmill Trust planned for 08.12.22 was cancelled unilaterally by the Chair of Trustees; the legitimacy of his actions are disputable. The Parish Council considers it essential to

still hold a tripartite meeting with MWT and KCC. The trustees appointed by MPC will be invited to comment on the situation.

- 15. Liaison Councillor Reports:** To receive reports from Liaison Councillors (*)
- 16. Parish Representatives on External Bodies:** To note the reports received
- 17. Clerk's Report:** To note the report of items for information from the Clerk (*) (to follow)
- 18. Progress Tracker:** To note the progress tracker of council decisions (*) (to follow)

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

19. Personnel:

- 19.1 Personnel Committee Minutes:** To note the minutes of the committee meeting held on 21.11.22 (*)
- 19.2 Salary Review:** To review the salary of the Clerk (*)