

Minutes of a meeting of Full Council
held on Tuesday 11th July 2017 at 7:30 pm
at the Cricket Pavilion, Meopham Green, Meopham

Present: Cllrs Buchanan, (Chairman), D Bramer, M Bramer, S Gofton, P Hasler,
P Luxford, R Knott, J Ogden (Vice-Chairman), D Powell and B Wade
In attendance: Borough Cllr D Shelbrooke
Community Warden Mandy Cason
Mrs S Egglesden (Clerk)

Item 1: Apologies for absence

C.48 There were apologies from County Councillor B Sweetland, Borough Councillor J Burgoyne, Cllrs P Howard and J McTavish.

Item 2: Declarations of Interest

C.49 There were no declarations of interest.

Item 3: To approve minutes of the previous meetings (23.05.17 and 06.06.17)

C.50 Minutes dated 23.05.17 - A typo error had been corrected on page 1, item C2 – the year had been corrected to 2017/18. The minutes of the meeting held on 23.05.17 were then approved as a true and correct record on a proposal by Cllr M Bramer and seconded by Cllr Wade. There were 8 votes in favour and 2 abstentions.

Minutes dated 06.06.17 - The minutes of the meeting held on 06.06.17 were approved as a true and correct record on a proposal by Cllr Gofton and seconded by Cllr M Bramer. All voted in favour.

Item 4: To consider any matters arising from the above Minutes

C.51 There were not any matters arising.

Item 5: To receive reports from:-

5.1 County Councillors – no report

5.2 Borough Councillors

C.52 Cllr Shelbrooke reported on:

- GBC Finance and Audit Committee meeting held last night. An underspend of £750K has been carried forward to this financial year.

- £35K underspend last year on the homeless budget which had been put back into reserves to spend as GBC were aware of issues in the area that this money should be spent on.
- GBC's recent property acquisitions - £10 million has been used to purchase commercial property and there has been a 4.27% return. GBC have agreed to put a further £10 million into property acquisition.
- New refuse collection arrangements were underway. There have been some initial problems and any concerns should be reported to GBC.
- Cllr Shelbrooke had attended the Tilbury II presentation which will create further employment for the area.

Cllr Ogden asked if GBC had an underspend last year and are investing in property which is showing a good return, why are they looking to close the Pitfield Green Toilets? Cllr Shelbrooke explained that GBC has to look to become more self-sufficient by 2020 as their money from central government is cut. It was suggested that the Parish Council make a representation to David Hughes, Chief Executive at GBC regarding its concerns over the toilet closure.

Cllr Hasler asked what the official line is on Paramount?

Cllr Shelbrooke advised that it is now New London Property Development and it will still be going ahead.

5.3 Community Warden /PCSO

C.53

M Cason reported on:

- She has been dealing with welfare issue, neighbour disputes, reassurance visits, motorbike and quad bike issues in the parish.
- She is encouraging residents to contact the police on 101 to report incidents
- There have been some break-ins, mainly in Vigo and Tesco was broken into twice, plus the cash machine there.
- She has been supporting MPC's parking issues campaign, attending the memory café at St Johns and Chinnery Court, the first carers event at the Civic Centre, attendance at the fete and the pop up café in Harvel
- There is a community fun day on 26th July at Trosley Country Park and on 24th August at Camer Park (GBC – Fun in the sun day). She will be attending MPC's Picnic on the Green event on 13th August.
- She has reported a missing bin outside the estate agents to GBC
- A report had been made to her regarding youths using the bushes by the play area at Judson's as a toilet. The resident was going to write to the council regarding this.

Cllr Wade advised that there had been an incident with quad bikes in the village driving along Wrotham Road at midnight, plus during a cricket match, 2 quad

bikes went on to the green. 999 was called but the police did not attend the incident.

Cllr Luxford reported on problems with getting through on the 101 number. M. Cason agreed to address this to Kent Police.

Cllr Luxford advised that the Community Bus now has new times and it is taking paying passenger as it is not currently being well supported.

The Chairman thanked Cllr Shelbrooke and M. Cason for their reports.

Item 6: Public Session

C.54 There were no members of the public present.

Item 7: To receive and note minutes of and/or to determine recommendations made by Standing Committees:

7.1 Environment & Amenities Committee Meeting: 27.06.17

C.55 Minutes were received and noted by members

C.56 Members noted that an emergency repair had been carried out to repair a hole in the wetpour at Judson's play area. Cllr Knott had seen the repair but advised that the contractor had not carried out any work to the wetpour under the birds nest swing where the wetpour was lifting in places. It was noted that the contractor had only carried out the work that they had been instructed to do and the E&A Committee or the Parish Office had not been made aware of any other wetpour issues. It was agreed that the Clerk would investigate into the issues raised and report back.

Action: Clerk

7.2 Planning & Projects Committee Meeting: 13.06.17

C.57 Minutes were received and noted by members.

7.2.1 To delegate authority to the clerk, in consultation with the Planning and Project Committee members, to authorise any payments for the Picnic on the Green, up to £1000.00 from the Festivities budget.

C.58 Cllr Powell asked for it to be noted that he objected to the above item.

The Chairman reported that a members grant application form, supported by Cllr B Sweetland, had been submitted for the money to cover the festivities so the budget may not be used if the grant is successful.

Cllr D Bramer proposed that the above motion in 7.2.1 is agreed and this was seconded by Cllr Ogden. Cllr Powell requested a recorded vote. Cllrs Buchanan, D Bramer, M Bramer, G Gofton, P Luxford and J Ogden voted in favour. Cllrs Hasler, Powell and Wade voted against and Cllr Knott abstained from voting. The motion was therefore agreed.

Cllr Gofton asked for it to be noted that any money raised from the fete will come back to the parish.

8.2.2 Parking Issues Working Group - Update

C.59

Cllr Buchanan gave an update:

- A survey had been sent to the retailers and residents at Camer Parade
- Service road behind Camer Parade - ownership is very confusing as part owned by GBC. The School Close car park vegetation had been part cut and car space markings have been requested.
- The local schools have participated in a poster competition and the winners have been chosen and prizes will be presented on Friday.
- Banners and signs will go up in September
- The schools have been working with MPC and 2 community events will be held in September, one at Meopham Community Academy and hopefully one at Culverstone Green Primary School
- Bollards have been installed by KCC at the junction of Willow Walk with Wrotham Road

Cllr Hasler asked if the signage will be improved for the School Close Car Park and the footpath cleared. Cllr Buchanan confirmed that these issues would be addressed.

Action: Parking Issues Working Group

7.3 Administration and Resources Committee Meeting: 06.06.17

C.60

Minutes were received and noted by members.

7.4 Judson's Pavilion Committee Meeting: update

C.61

Cllr Ogden reported that a meeting had not been held as the Committee were waiting to hear from GBC on the planning application – determination date is 31.07.17. B. Hemings from Meopham Colts had been working in the background on information in preparation for the grant application with the Football Foundation.

7.5 Planning Committee Meetings: 30.05.17 and 20.06.17

C.62

Minutes were received and noted by members.

Item 8:

Parish Council representatives on external bodies: To receive a report

C.63 A report was circulated.

C.64 Lower Thames Crossing - Cllr Luxford reported that the CPRE are challenging the government's proposals on option C and that she had emailed her ideas on the LTC to MP Adam Holloway.

Item 9: Pitfield Green Toilets – update

C.65 The notes from the meeting held on 07.07.17 with GBC had been circulated prior to the meeting. Cllr Wade suggested that St John's would not be a suitable option. It was noted that this was GBC's suggestion as an alternative to the library as MPC had told them that the library was not a suitable alternative.

Cllr Powell proposed that a letter is drafted to David Hughes at GBC, as suggested by Cllr Shelbrooke, and circulated to all members before sending it. This was seconded by seconded by Cllr Luxford and all voted in favour.

Action: Clerk

Item 10: Report on a site visit to Chestnuts Care Home in respect of the request to purchase land on part of the allotment site

C.66 Cllrs Buchanan and Wade had attended a site visit at the allotments following a request from Chestnuts Care Home Manager. They are looking to building 3 to 4 units for independent living with a restaurant, meeting room and café. Meopham residents would be giving first refusal. There is not any mains drainage and no plans or designs had been done at this stage as this was a preliminary enquiry with MPC. There is a clause in the transfer of land from KCC to MPC that within 40 years of the transfer (1999), if any planning permission is granted, KCC would be entitled to 50% of the open market value. It was noted that this would be a commercial development on Green Belt land.

Following discussion, it was agreed to respond to the Chestnuts Care Home to advise that following discussion at the Full Council meeting, MPC has concerns about this being in the Green Belt and the Parish Council will not be taking this forward at this stage.

Action: Clerk

M Cason left at 8.55pm.

Item 11: Financial Matters

11.1 To note Meopham Parish Council's Income and expenditure up to the 04.07.2017

C.67 This was noted by members

11.2 To approve the schedule of payments in accordance with Financial Standing Order 5.2

- C.68** The schedule of payments (appendix 1) was approved on a proposal by Cllr Ogden and seconded by Cllr M Bramer. There were 9 votes in favour and 1 abstention.

11.3 To consider, if appropriate, an amendment to item 4.5 of the Financial Regulations – to amend the emergency expenditure limit delegated to the clerk from £500 to £750

- C.69** Cllr Ogden proposed the above motion and this was seconded by Cllr M Bramer.

Cllr D Bramer then proposed an amendment to the motion, to leave the amount at £500 then add that if additional funds are required, then this is delegated to the clerk in consultation with the Chairman and the Chairman of the relevant committee to agree. This was seconded by Cllr M Bramer. There were 4 votes in favour, 5 against and 1 abstention. The amended motion therefore was not agreed.

A vote took place on the original motion. There were 3 votes in favour, 4 against and 2 abstentions. The motion was therefore not agreed.

Item 11 To note correspondence received

- C.70** Members noted correspondence list.

Item 12 Chairman's Announcements

- C.71** Cllr Buchanan reminded members of the next litter pick on Saturday 29th July and the Picnic on the Green on Sunday 13th August.

The meeting closed at 9.15 pm.

Appendix 1**Item 11.2 - Payment Approved**

1881	12/06/2017	Meopham Village Hall	Community action plan meeting - Hall hire (1.5 hrs)	£16.50		£16.50
1888	20/06/2017	GBC	Temporary event notice Picnic on the green	£21.00		£21.00
1889	04/07/2017	P Hasler	Expenses - plants & refreshments APM	£35.49	£5.92	£29.57
1892	04/07/2017	Follies Face & Body Art	Facepainter /Balloons- picnic on the green	£324.00	£54.00	£270.00
1893	10/07/2017	N Jerram	Expenses - mileage/stamps	£41.26		£41.26
1894	10/07/2017	S Egglesden	Expenses - Mileage /Ins / Stamps	£45.55		£45.55
1895		Meopham Village Hall	Community action plan meeting - Hall Hire (2 hrs)			
	10/07/2017			£23.00		£23.00
1896	10/07/2017	JC Booker	Allotments /rough grass cutting - 29/6	£90.00		£90.00
AWAITING INVOICE		Abacus Playgrounds	Emergency Wetpour repair	£598.80	£99.80	£499.00

Minutes of an EXTRAORDINARY Meeting of Full Council
held on Tuesday 5th September 2017 at 7.00pm
at the Windmill, Meopham Green

Members Present: Cllrs S Buchanan (Chairman), M Bramer, D Bramer, P Hasler, P Howard, R Knott, P Luxford, J McTavish, J Ogden (Vice Chairman), D Powell and B Wade

In attendance: Borough Cllr J Burgoyne
Mrs S Egglesden (Clerk)

Item 1: Apologies for absence:

C.72 Apologies were received from County Cllr B Sweetland, Borough Cllr D Shelbrooke and Cllr Gofton (work commitment).

Item 2: Declarations of Interest:

C.73 There were no declarations of interest.

Item 3: Pitfield Green Toilets – To consider if Meopham Parish Council should take over the running of the Pitfield Green Toilets from Gravesham Borough Council from the 1st April 2018

C.74 The Chairman read out the offer from GBC if Meopham Parish Council take over the lease for Pitfield Green Toilets:-

- The Parish and Borough Councils mutually agree to end the lease at no cost to the Borough Council other than its legal costs. This would give the Parish complete control over the building and land, which may also provide opportunities to generate income in the future.
- The Borough Council assist the Parish with their start-up costs by way of a one-off payment of £1,500.
- The Borough Council include the public toilets at Meopham within the Community Toilet Scheme, and pay the appropriate annual fee, if the Parish meet the criteria within the policy

GBC had also provided MPC with a list of maintenance work to be carried out prior the handover.

The alternative to MPC taking on the toilet lease is that GBC organise a community toilet scheme with the Cricketers PH and the Pitfield Green Toilet building is closed and secured, with repairs being carried out as and when necessary. There is no obligation on the local authority to provide public conveniences and the current lease makes no mention of having to provide facilities for the duration. This had been confirmed by GBC's solicitors and MPC's solicitor.

Discussion followed. Cllr M Bramer raised concern regarding the ongoing costs and an alternative was to see if the GBC community toilet scheme with the Cricketers PH worked first? Cllr Powell pointed out that MPC had carried out a survey and the results were clearly in favour of MPC taking on the toilets. It

Meopham Parish Council

was suggested that MPC could look for further grants and sponsorship to assist with the costs. Cllr Wade suggested that MPC put a sinking fund in place for the ongoing maintenance of the toilets.

Cllr Ogden proposed that MPC accepts taking over the running of the toilets from GBC from 1 April 2018 and this was seconded by Cllr Powell. There were 10 votes in favour and 1 abstention. The motion was therefore agreed and the Clerk would write to GBC accordingly.

Cllr Luxford suggested a working group is put together to look into the running of the toilets. It was suggested that the running of the toilets would eventually come under the control of the Environment and Amenities Committee.

The meeting closed at 7.25pm

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

**Meopham Parish Council
Environment & Amenities Committee Meeting
held on 5th September 2017 at 7.30 p.m.
at the Windmill, Meopham Green**

Committee Members Present: Cllrs D Bramer, M Bramer, Buchanan, Hasler, Luxford, (Chairman) and Wade

In attendance: S Egglesden (Clerk)
Ken Dare and Gillian Willsher (M&DFG),
Theresa Seeley and Rob Slade (Meopham Allotment Association),
Ian Carey – Harvel Pond Warden
3 members of public

Item 1 To receive Apologies for Absence

E.35 Apologies were received from Cllr Gofton (work commitment)

Item 2 To receive Declarations of Interest

E.36 There were no declarations of interest.

Item 3 To approve minutes of the previous meeting

E.37 The minutes of the meeting held on 27/06/17 were approved as a correct record on a proposal by Cllr Buchanan, seconded by Cllr Wade and all voted in favour.

Item 4 To consider matters arising from the above Minutes

E.38 Cllr Wade asked for an update on E.13 – registering of the greens. The Clerk confirmed that the meeting was to be held with the council's solicitor but this had not proved necessary as they were already holding the purchase of sale document. The registering is progressing with the solicitor currently.

E.39 Cllr Wade asked for an update on E.14 – sharing a contractor with Shorne Parish Council. Cllr Luxford reported that it had been agreed that no further action was necessary at this stage.

Cllr Luxford proposed moving forward 'item 6 – Allotments' and suspending standing orders to allow the allotment representatives to speak. This was seconded by Cllr Wade and all voted in favour.

E.40 Theresa Seeley reported that the Open Day had been a success and raised £315 for charity. They currently had three vacant plots. There

was concern over the recent spate of thefts and damage to the fence. Various options to minimise the recent incidents were discussed.

Standing Order were reinstated.

Item 6

Allotments Update

6.1 to note the damage to the fence and the recent theft and vandalism issues

E.41

This was noted. Cllr Luxford confirmed that the fence and been secured and a repair would be carried out to replace the broken parts shortly.

Item 5

To consider and make recommendations on Planning Applications

E.42

20170794 - 4 South Street Cottages, Wrotham Road, Culverstone
Erection of a side and rear first floor extension

Cllr D Bramer proposed an objection on the grounds of excessive development in the green belt and lack of balance with attached properties. This was seconded by Cllr Buchanan and all voted in favour.

20170801 - Lindenwood Manor, Gravesend Road, Fairseat
The felling of (T7, T23 and T24)

Cllr Luxford proposed an objection on the grounds that there is no indication that these trees are diseased and they are native species.

This was seconded by Cllr D Bramer and all voted in favour
20170775 - Bluebells, Ridge Lane, Meopham

Continued use of the stable block as a playroom and gym ancillary to the main dwelling

Cllr M Bramer proposed no objection subject to:- (a) Verification that the stable block has previously received appropriate planning consent (b) Conditions being applied to ensure that the proposed building can never be used as a separate dwelling. This was seconded by Cllr Buchanan and all voted in favour.

20170805 - Rabbits Corner, David Street, Meopham
Demolition of existing sunroom and erection of enlarged sunroom at the side of the house

20170806 - Rabbits Corner, David Street, Meopham

Application for listed building consent for the demolition of the existing sunroom and erection of enlarged sunroom at the side of the house

The above two application were considered together. Cllr M Bramer proposed no objection subject to the application meeting listed building regulations. This was seconded by Cllr Buchanan and all voted in favour.

20170746 - Well Cottage, The Street, Meopham
Replacement of the existing single paned wooden front facing windows with wooden framed casement windows in a Georgian style

Cllr Buchanan proposed no objection subject to the Conservation Officer's approval. This was seconded by Cllr Luxford and all voted in favour.

20170778 - Barn at Meopham Valley Vineyard, Meopham Green
Application for determination as to whether prior approval is required for the proposed change of use of the agricultural building to a 4 bedroom dwelling under Class Q(a) and (b) with associated building operations of the Town and Country Planning (General Permitted Development) (Order) 2015

Cllr Luxford proposed no comment is made as Meopham Parish Council feels that this is not a matter for it to consider. This was seconded by Cllr Hasler and all voted in favour.

20170890 - Foxendown House, Foxendown Lane, Meopham
Application for a Lawful Development Certificate in respect of the proposed detached garage

This was noted.

Item 7

Village Greens/Harvel Pond

7.1 Harvel Pond

Cllr Luxford proposed that standing orders were suspended to allow Ian Carey, Pond Warden speak. This was seconded by Cllr Buchanan and all voted in favour.

E.43 Cllr Wade informed members that the padlock on the gate at Harvel Pond was missing. I. Carey advised he will put a padlock and chain on the gate and he will hold a key along with Mr Hinds whose land the gate is on. Cllr Buchanan suggested having a life belt is put here. Cllr Luxford suggested a depth gauge and I. Carey agreed to look into this.

I. Carey reported that there had been an issue with the duck house when the water levels rose but he now raised the base. The overflow grill had not drained away water recently and this had flooded onto Mr Hinds land by 2-3 inches. This was to be monitored as it was thought it was due to excessive rain recently and the ground being so hard.

I. Carey will place ropes in several places on trees in case of any accidents at the pond site. A resident had strimmed round the pond to tidy this up. I. Carey reported improvements in the wildlife at the pond.

E.44 I. Carey advised that fly tipping is an issue in Harvel and it is reported to GBC but they are sometimes slow to collect it. Cllr Luxford advised that MPC do not have the power to do anything other than to put pressure on the relevant council for clearing the fly tipping.

Standing orders were reinstated and I. Carey left at 8.15pm

7.1.1 To note emergency work carried out at Harvel Pond to repair the fence.

E.45 This was noted.

7.1.2 Update on Harvel Pond project

E.46 The Clerk has received notification from Groundwork that the decision on the grant application has been delayed due to the volume of applications but MPC's application is still eligible.

7.2 Pitfield Green – following the site visit by Cllrs Buchanan and Gofton to obtain further information from the resident regarding planting trees, to recommend that further advice is sought from Woodland Trust on the suggested planting and maintenance.

E.47 Following discussion it was agreed that the Clerk would contact the Woodland Trust regarding a site visit to Pitfield Green.

Action: Clerk

E.48 It was also agreed that the Clerk would ask the Service Contractor to remove the rubble from Pitfield Green by the resident's fence as ad hoc work.

Action: Clerk

7.3 Meopham Green – to discuss and agree, if appropriate to obtain quotations for cutting back basal growth to Lime Trees

E.49 Cllr Wade thought this work was part of the Service Contract.

Action: Clerk to check the contract

E.50 Cllr Wade proposed that if the work is not the responsibility of the service contractor, that it is delegated to the Clerk to spent up to £500 from the trees budget for this work. This was seconded by Cllr Hasler and all voted in favour.

Action: Clerk

7.4 Weeds/dandelions on side greens – to discuss appointing contractor to apply appropriate weed killer to these areas

E.51 Following discussion it was agreed that the clerk should seek further advice from GBC Horticulture department as they currently cut the grass here.

Action: Clerk

7.5 Harvel Gate – Update on the widening of the Harvel Green access for vehicles

E.52 Item deferred.

Item 8 Rights of Way, including Footpaths Groups

8.1 Update from Meopham & Districts Footpath Group

Cllr Luxford proposed suspending standing orders to allow Ken Dare to speak. This was seconded by Cllr Buchanan and all voted in favour.

- E.53** K. Dare informed members on:
- Pat Wilson Memorial Walk
 - Deterioration on the Chandlers Walk byway – K.Dare to report this to PROW
 - Tree Walk on 17/9/17, leaving at 10am from Meopham Green
 - M&DFG AGM on 13/10/17 – MPC members have confirmed attendance
 - GROWC meetings talked about the Elham Dog Walking Guide and it wondered if something like this could be incorporated in to the Parish Plan. Cllr Luxford had a copy to pass to on to the group.

- K.Dare thanked the Clerk for passing on relevant information to the group

Standing orders were reinstated.

E.54 It was agreed that the clerk would put a link to M&DFG website on MPC's website.

Action: Clerk

8.2 KCC Consultation on rights of Way Improvement Plan – to note the consultation

E.55 This was noted by members and individual responses were required.

Item 9 Recreation Ground and Playground Equipment
9.1 Update on hedge/tree work on perimeter fence behind the fenced in play area

E.56 Cllr Wade asked if this work was part of the Service Contractors contract? The Clerk advised that his contract only covered cutting back vegetation in the fenced in play area and this work was more extensive. Cllr Luxford, following consultation with Cllr Gofton, informed members that more investigation is required here with the quotes, the scouts and looking into grant options. This item would therefore be deferred.

E.57 Cllr Wade reported that more conifer branches had been thrown in the far corner next to the play area of the recreation ground. It was agreed that the clerk would ask the service contractor to put in the branches back into the garden they had come from.

Action: Clerk

9.2 Following the site visit by Cllrs Gofton and Howard - to discuss playground equipment repairs and agree, if appropriate to pay the sum of £105 for a site survey by a Playdale engineer

E.58 The Clerk informed members that there were a number of issues with play equipment which were being monitored following on from the annual survey report and GBC's reports. Cllrs Gofton and Howard had a site visit and following contact with Playdale, a site visit would cost £105 to assess the work required. Cllr Howard, having inspected all areas mentioned in the report, suggested that to pay due diligence in our responsibility for this amenity, that the council should agree to the site fee and proceed from there.

Following discussion on the above, Cllr Luxford proposed we wait for the next annual survey due to take place at the end of November/beginning of December, currently organised by GBC and take it from there. This was seconded by Cllr Wade. There were 5 votes in favour and 1 abstention. It was agreed that the Clerk should ask GBC if we could have the report before January 2018.

Action: Clerk

9.3 Wetpour – discuss and agree, if appropriate, for Abacus Playgrounds to survey wetpour surface which is free of charge

E.59 Members agreed to the clerk arranging the free survey of the wetpour.

Action: Clerk

E.60 Cllr Luxford reported that at the last Full Council meeting, some members had suggested that the council keeps paying a contractor to repair damage to the wetpour at £500 a time. This was in fact was not correct. In the last 5 years, the wetpour had only been repaired twice, once for the edging at a cost of £1300 and the recent repair to a hole at £500.

Item 10 Notice Boards – Update on condition of parish notice boards

E.61 Cllr Gofton had sent in a report regarding the notice board at Neville Parade. The notice board is fine but the wood is starting to rot at the top of the back of the posts. The Service Contractor had also checked this board and reported that it is fine for now. It was agreed to continue to monitor this. No other issues on any other boards were reported.

Item 11 Youth Club – Update

E.62 Members discussed the email received from Cllr Gofton with the offer of using the Meopham Leisure Centre on Friday evenings. A youth leader would be required in order to take this further. It was agreed for the Clerk to contact the Grand to see if a youth leader was available and to defer agreeing arrangement until further investigation has been carried out and if necessary report back at the next Full Council Meeting.

Action: Cllr Gofton/Clerk

Item 12 Litter Pick – Update

E.63 Cllr Buchanan reported on the last successful litter pick.

12.1 To note next litter pick date (28th October 2017)

- E.64** Members noted the date. The Clerk informed members that Cllr Gofton would attend the next litter pick along with the Community Warden who would try to get more residents involved. This would be advertised in the Meopham Review, on the noticeboards, website and on social media.

Item 13 Financial Matters**13.1 To approve the Environment and Amenities Committee Schedule of Payments in accordance with the Financial Regulations, 5.2**

- E.65** Cllr D Bramer proposed approval of the schedule of payments (Appendix 1). This was seconded by Cllr Wade and all voted in favour.

13.2 To note the Environment and Amenities Committee expenditure up to 2017/2018

- E.66** Members noted expenditure.

Item 14 Correspondence**14.1 To note correspondence received**

- E.67** Members noted correspondence.

Members of public left the meeting at 8.55pm

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 15 To consider and approve the following quotations:**15.1 War Memorial work**

- To consider the quotations received for work on the War Memorial and to appoint a contractor

- E.68** Cllr Luxford proposed members accept the quote from C Ginn and this was seconded by Cllr Buchanan. All voted in favour.

- To agree to accept the grant offer from the War Memorial Trust
- To approve Meopham Parish Council paying 25% of the cost of the work
- To approve the contract between Meopham Parish Council and the War Memorial Trust

E.69

The above 3 items were considered together. The amount that the MPC would have to pay towards the work would be £430.00. Cllr Luxford proposed this amount was agreed and came out of the Village Green budget, the grant offer is accepted and the contract approved. This was seconded by Cllr Buchanan and all voted in favour.

Action: Clerk

15.2 To consider the quotations received for hedge/tree work at Judson's Recreation Ground on perimeter fence behind the fenced in play area

E.70

Following item 9.1, it was agreed to defer looking at the quotations.

15.3 To consider the design and quotation received for the Meopham Parish Council sign for the Windmill Site

E.71

The Clerk informed members that H. Antwiss had quoted £25 for putting up the sign. Cllr Luxford proposed accepting the quote from RBLI for the sign and for H. Antwiss. This was seconded by Cllr D Bramer and all voted in favour.

Action: Clerk

Meeting Closed at 9.07pm

Appendix 1**Environment and Amenities Committee Expenditure
From 20.06.17 to 31.08.17**

1896	10/07/2017	JC Brooker	Rough Grass cutting	£90.00		£90.00
1901	14/07/2017	Abacus	Judsons Rec Wetpour Emergency repair	£598.80	£99.80	£499.00
1902	14/07/2017	Highview Tree Services	Service Contract - up to 14/07/17	£450.00		£450.00
1909	25/07/2017	Cherish Tree Services	Pitfield Green - vegetation clearance	£600.00		£600.00
1916	14/08/2017	H Antwiss	Harvel Pond Fence - Emergency Repair	£150.00		£150.00
1927	22/08/2017	Highview Tree Services	Service Contract 15/07/17 to 14/08/17	£450.00		£450.00