

# DODDINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Doddington Village Hall on Monday 12 November 2018 at 7.30pm

Present: Cllr Kevin Attwood (Chairman), Cllr Philip Haynes (Vice Chairman), Cllr Steve Coates, Cllr Graham Cuthbert, Peter Duckworth and Cllr Kevin Fraser and Mrs Wendy Licence (Clerk)

Also present were KCCllr Andrew Bowles, Mr Dave Osborne (Community Warden) and eight members of the public.

## 1. Apologies

Cllr Attwood welcomed everyone to the meeting.

Apologies had been received from Cllr Colin Jones (holiday); apologies accepted.

Apologies had also been received from SBCllr Colin Prescott; apologies noted.

## 2. Declarations of Interest

No were declared.

## 3. To Determine whether any items should be discussed in closed session

None were identified.

## 4. Minutes of the Parish Council Meeting held on 8 October 2018

Councillors **AGREED UNANIMOUSLY** to accept the minutes of the meeting held on 8 October 2018 as a true record of the meeting. The minutes were duly signed by Cllr Attwood.

## 5. MATTERS ARISING

### Church Lane junction

Cllr Attwood said KCC have carried out the following work:

- Replaced 'give way' line with a STOP line at the junction of Church Hill with Doddington Lane and installed a 'STOP' sign;
- Advanced STOP sign approximately 150 yards before the junction on Church Hill; and
- Repositioned the 'side road ahead' warning sign facing southbound traffic on Doddington Lane.

Cllr Cuthbert reported he had inspected the work carried out by KCC and found the signs were currently obscured. The STOP sign on the approach to the junction is only visible at the very last minute.

Cllr Duckworth said there had been no attempt to improve the view from the main road.

Cllr Haynes said there needs to be a sign on the main road warning of the junction.

*ACTION: Cllr Cuthbert to send photographs for the Clerk to report back to KCC Highways.*

## 6. COMMUNITY WARDEN REPORT

Mr Dave Osborne, the Community Warden, said there had been further fly tipping at the junction of Northdown and this has been reported to Swale Borough Council. The fly tipping incidents in Sawpit Road and Kingsdown Road are also being investigated by Swale Borough Council.

Cllr Attwood thanked Mr Osborne for attending and for his report.

## **7. NEIGHBOURHOOD WATCH REPORT**

Apologies had been received from Mrs Jackson, the Neighbourhood Watch Co-ordinator for being unable to attend and had reported there was nothing to report from the villages in October.

## **8. PUBLIC QUESTION TIME**

*The meeting was adjourned for the Public Question Time.*

*A resident said who lives next door to Ellens Court said he was not opposed to some form of development on the site but it is in a very small hamlet. The proposal is substantial and will have an impact on the hamlet.*

*Another resident raised concern about the massive size of the development in a rural area.*

*An employee from Ellens Court said the proposed development is to meet the needs of individual service users. The clients aspire to live at Ellens Court for life. The Company wants to work with residents at Ellens Court, staff and neighbours.*

*The applicant's architect said KCC have been consulted and we have been told there is a need for the service and for us to expand in this location. KCC Highways have raised no objections to the proposal. There will be an extra ten staff, there are currently fifteen, over a shift. The service users do not drive and the only cars will be those of staff and visitors.*

*The applicant said they want to build a modern facility for service users, everything will be modernised. Ellens Court is currently at capacity and she has been advised there is a need in the area and it is trying to meet the demand. The company wants to work with neighbours.*

*The applicant said they took over three years ago, at the time the home was about to close. He said it is a people centred organisation and it has the care of residents with facilities in mind. The residents are happy with the services which are provided. The company is working with the local authorities.*

*KCCllr Bowles said he was pleased the applicant have attended the meeting and expressed concern that while the applicants have said they want to work with neighbours there had been no local consultation. The applicant could have tried to build up contact with the community. KCC Social Services is stretched and always needs extra provision to meet demand. KCCllr Bowles expressed concern about the proposal and said it is not the right site for it. The rural lanes do not have the capacity for extra traffic.*

Cllr Attwood thanked everyone for attending and for their comments. The Parish Council is a statutory consultee and will inform Swale Borough Council officers of its view.

*The meeting was reconvened.*

## **9. WAR MEMORIAL**

Cllr Haynes informed Members that, following a Working Group meeting, there had been a site meeting with the Chairman of Newnham Parish Council and the stone mason. New names will be added but some alterations cannot be made in the granite.

Cllr Attwood said the stonemason has been asked to re-enamel the names, the work may have to be agreed with the Conservation Officer.

Cllr Fraser said there had been a suggestion that the amendments could be overpainted ignoring the engraving.

Cllr Haynes it was impossible to do this and it has been decided that as the memorial has been there since 1922 it should be left in its original state.

Cllr Cuthbert asked if there had been request for changes by relatives.

*ACTION: Clerk to check with the local historian and Newnham Parish Council for any requests from relatives.*

## **10. PLANNING MATTERS**

i. Ref: 18/504562/FULL

Address: Ellens Court Lady Margaret Manor Road Doddington ME9 0NT

Proposal: Alterations and extensions to existing residential care home to provide 12no. bedrooms and 2no. self contained two bedroom units with associated facilities. Erection of a single storey building to provide 4no. supported living self contained apartments, a new work shop building and associated landscape works.

Cllr Duckworth said that while the buildings are not tall, the site is an isolated spot. The proposal is for individual self-contained apartments. Will the residents want to go out? If so the roads are narrow and unsafe for pedestrians. The roads are not adequate for the extra traffic, especially when the building work is being carried out. There needs to be a site meeting with Planning Officers, the architect and residents.

Cllr Fraser expressed concern about the extra traffic which would be generated from the development. The current site has marked parking for fourteen cars, the new development will hold thirty-six cars. Even with an extra ten staff, the parking provision seems excessive. The local roads are atrocious and are failing at the sides, the drainage is bad. The proposal will significantly impact on the Area of Outstanding Natural Beauty as it will more than double the size of the development, the number of residents will increase from nine to twenty people. It is a large development for the area.

Cllr Cuthbert said he was alarmed at the increase in the number of people on the site. In the event of a fire there is not good access for fire engines. The roads are crumbling and are not suitable for extra traffic. Previously, an Appeal to increase the accommodation for a family was dismissed. This is a significantly larger application than was previously lost on.

Cllr Coates said a site meeting would be the easiest way forward.

Cllr Attwood said concerns about access and the Area of Outstanding Natural Beauty have been raised, there needs to be a site visit.

*ACTION: Clerk to draft letter with Cllr Attwood requesting a site meeting.*

ii. Ref: 18/504774/FULL

Address: 2 Stuppington Cottages Norton Road Norton ME9 0HB

Proposal: Erection of a single storey rear extension. Loft conversion with one front and one rear dormer windows. New window to ground floor side of dwelling.

Councillors considered the application and agreed there were no objections to the proposal.

iii. Any planning matter received by 8 October 2018

Ref: 18/505237/FULL

Address: Old Oaks Farm Seed Road Newnham Sittingbourne Kent ME9 0NN

Proposal: Installation of a 6.6 kW ground mounted PV array in the grounds of Old Oaks Farm (approximately 140m from the house) consisting of 2 rows of 12 panels mounted in portrait mode, at an angle of inclination of 35°, giving an overall footprint of 12.3 m by 5.2 m (64 m<sup>2</sup> including gap between the rows).

Cllr Attwood said the Council has just been notified of the application and an extension has been requested.

## **11. FINANCE**

i. Councillors Expenses

Councillors **AGREED UNANIMOUSLY** to reimburse Cllr Attwood for the donation to the Royal British Legion Poppy Appeal, £20.00 (cheque no 1169)

ii. Invoices for Payment

a. Councillors **AGREED UNANIMOUSLY** to pay Mr D Bucket , internal audit fee £152.90

(cheque no 1166).

b. Councillors **AGREED UNANIMOUSLY** to pay Tunstall Parish Council a share of the Clerk's Local Council Administration book and share of Finance Conference, £18.50 and £10.00, total £28.50 (cheque no 1167).

c. Councillors **AGREED UNANIMOUSLY** to pay Newington Parish Council £10.00, share of Clerks' Conference (cheque no 1168).

### iii. Internal Audit report

Cllr Attwood said the Clerk has advised the weblink is definitely working.

Cllr Coates said there is a suggestion that Councillors should have dedicated email addresses for Parish Council business and this is recommended by KALC as if something happened the Information Commissioner's Office could look at personal emails. Cllr Coates said he has assessed the risk to be infinitesimal for the level and amount of information the Council deals with. Cllr Coates advised it is not a problem but if Councillors would prefer a dedicated email addresses for Parish Council business that is permissible. Cllr Coates said there should be a policy on the retention of emails and also on the retention of emails when a Councillors leaves the Council.

Cllr Haynes said if the Clerk if copied in on everything there would be a full audit trail.

*ACTION: Clerk to ascertain how long emails should be kept.*

Cllr Attwood said the Standing Orders will be reviewed next month in line with the NALC revised model.

## **12. DEFIBRILATOR**

Cllr Coates said there was nothing to report although he has been liaising with Bapchild Village Hall Committee to advise on the purchase and maintenance of a defibrillator.

## **13. SPEED WATCH**

Cllr Fraser reported that last week's session was cancelled due to inclement weather as it was not safe, further sessions are planned. A Policeman from Medway on the Rural Police Team has visited the village with his equipment, he was not aware of the Speed Watch Team in Doddington and he will return to carry out another session. All Speed Watch sessions in Doddington are reported to the Police.

Cllr Fraser said a resident has requested a Speed Watch be held at the top of Chequers Hill, a session will be run to see if the equipment detects vehicles outside the 30mph zone.

Cllr Haynes thanked Cllr Fraser for his report.

## **14. PLAYING FIELD**

### i. Monthly report

Cllr Duckworth said the playing field needs another cut.

Cllr Attwood said it should wait until the field drains.

Cllr Duckworth said the new swing seat has been delivered and it does not have chains so the chains from the existing seat will be used. Cllr Fraser has helped to cut back the vegetation on the corner by the garage.

Cllr Attwood thanked Cllr Duckworth and Cllr Fraser for their work on the Playing Field.

## **15. HIGHWAYS**

Cllr Duckworth said he has been checking the drains which are becoming full of leaves.

*ACTION: Clerk to report to Kent County Council.*

Cllr Attwood said evidence may be helpful to report the drains with problems. Residents need to be reminded in the newsletter to report any issues to KCC and also to copy in the Parish Council.

*ACTION: Councillors to send photos and details of locations to the Clerk.*

Cllr Attwood said KCC is running a Flood Resilience Workshop on 16 November in the Village Hall.

Cllr Duckworth said when he met with the KCC Highways engineer regarding the issue in Ringlestone Road, he was assured that the Clerk and land owner would be informed about work to be carried out, but this never happened.

Cllr Attwood said this should be raised at the meeting with KCC.

#### **16. KALC Community Award 2019**

Cllr Hayes said it had previously been agreed to give the award bi-annually.

Cllr Cuthbert said it should be awarded when it is needed, there are people worthy of the award who have contributed to the village.

Cllr Coates said it has been suggested that residents could put forward nominations to the Council for consideration.

The Clerk reported that there has been a nomination from a resident already.

*ACTION: Agenda item for December.*

#### **17. CORRESPONDENCE**

1. 16.11.18- RSN Sounding Board: Survey on Bank Branches in rural areas

2. 16.11.18- Cllr Bowles: Newsletter

3. 26.11.18- Kent Police & Crime Commissioner: Newsletter

4. 26.11.18- KCC Budget Consultation

#### **18. ANY OTHER BUSINESS**

Cllr Fraser thanked Cllr Attwood for his contribution to the Memorial Service.

Cllr Attwood said there had been a good attendance from the parishes.

Cllr Coates said there has been concern about the yew tree in The Street and who owns the tree.

Cllr Cuthbert said the tree is deteriorating.

Cllr Haynes said the resident has been informed it is his responsibility.

*ACTION: Clerk to write to resident reminding him of his responsibility.*

**Date of next Meeting:- Monday 14 January 2019**

There being no further business, the meeting closed at 8.45pm

Signed as a true record of the meeting

Chairman

Dated: 14 January 2019