

**Minutes of a meeting held on  
Monday 6<sup>th</sup> July 2020 at 7.30pm – via ZOOM due to coronavirus.**

**The public were invited to join the meeting.**

**Present**

**Cllr Mike Booth (Chairman), Cllr Steve Dyer (Vice Chairman)  
Cllr Rosemary Dymond, Cllr Gabreilla Gabbitas, Cllr Margaret Haig  
Cllr Matt Mason, Cllr Robert Pryor, Cllr Ben Smith**

**In Attendance**

**Cllr Tony Rice (GBC) Mrs Tina Sampson (Clerk)**

**1. Apologies for Absence**

Cllr Bryan Sweetland (KCC) Cllr Matt Peterson-Pearce

**2. To agree the minutes off the meeting 8<sup>th</sup> June –** Agreed as a true record of the meeting.

**3. Declarations of Interest-** None- however Cllr Booth did express an interest in one item as both a Parish Councillor and a trustee of the Cobham Sports association.

**4. Matters Arising from the last meeting**

• **Defibrillator for Sole Street –**

After the clerk provided 4 individual quotes, the Parish Council agreed to make the purchase from Primary Care who had provided our other defibrillators. The cost is £1,494.00 inc. VAT. Fitting still to be arranged.

**Action-** Clerk to take forward.

• **Maintenance man.** The Parish Council agreed the new contract without amendment.

**Action** Clerk to take forward for signatures.

• **Landway to Playing Fields –** It has been established that the landway is owned by KCC and the maintenance/repair cost will be shared 50:50 with Cobham Parish Council. The Chairman is in contact with the KCC Head of Estates who will co-ordinate the pricing and activation. Cllr Booth is now waiting for KCC to provide a detailed specification for approval and to get quotes.

**Action –** Cllr Booth to update at the next meeting.

• **Planters-** Cllr Dymond provided quotes for both commercially made planters and replacing the stolen planters with the handmade versions. A grant will be sought for £500 from Cllr Sweetland to pay for the replacements.

**Action –** Cllr Dymond to provide exact amount needed so the clerk can complete the grant form.

• **War Memorial –**Cllr Dymond reported that the Cobham memorial does not need cleaning. The cost of adding a name to the memorial is £150.

**Action -** Cllr Dymond to contact the family regarding the cost.

Cleaning of Ifield's war memorial – Cllr Dymond received an estimated quote for cleaning the memorial of at least £2000 as it hadn't been cleaned for over 22 years. The cleaning had not been budgeted for this year.

**Action** – Cllr Dymond to obtain another quote.

- **Community Assets** – It was agreed that the Parish Council will apply to GBC to make certain commercial properties in Cobham into Community Assets.

**Action** - Cllr Smith will speak to the property owners, the clerk will provide info.

## 5. Working Group Reports

**Planning** – Cllr Steve Dyer

Ref No 20200395, 37 Sallows Shaw Cobham Gravesend Kent DA13 9BP, Erection of a single storey side extension – No Objection

Ref No 20200542, 11 Sallows Shaw Cobham Gravesend Kent DA13 9BP Erection of two storey rear extension to form living room at ground floor level and a bedroom at first floor level, enlargement of the porch on the side (1) (north east) elevation, enlargement of the dormer window on side (1) to form a bathroom, construction of a dormer extension side (2) (south-west) roof slope and conversion of the roof space to a habitable room, with internal alterations and the raising of the existing front ground floor window cills.

No objection.

A discussion was had regarding the ongoing use of the old Norbond / Varnish Factory site. Cllr Rice has had lengthy conversations with the planning team at GBC. GBC are expecting a retrospective planning application by the end of July. Cllr Rice and the Parish Council will contact GBC for a plan of action and if necessary will instigate a meeting.

- **Playing Fields** –Cllr Mike Booth explained that the access on to the playing fields from Ashenbank Woods has been closed. The Sports Association have been having problems with excessive dog fouling, rubbish and unsafe barbeques taking place in the area. The Chairman recognised that there has been some disquiet amongst parishioners and hopes that a suitable compromise can be found which will protect the field but also provide a route for parishioners.
- **Cobham Toilets** -The Parish Council has had the toilets tested for Legionnaires Disease following their closure during Covid 19. When the results are received an updated Risk Assessment for re-opening and operating the toilets will be put in place. The risk assessment will need to be referred to our insurers before re-opening.  
**Action-** the Clerk to obtain some costs for professional cleaners as there were concerns raised for the safety of our volunteer cleaners.
- **Children's Corner**  
GBC are due to undertake an inspection of the playground.  
A Risk Assessment will be devised for re-opening and operating the playground under Covid. This will be referred to our insurers before re-opening.  
It is hoped that by taking a pragmatic approach and informing parents and guardians of the risks they can make the decision to let their children access the area, certain controls like age limit and the number of children in the area should be considered before re-opening.

- **Local Traffic** - Cllrs Matt Mason & Tony Rice (Traffic consultation) Cllr Rice had undertaken some analysis of the responses to the consultation. There had been a great response and it was agreed by all participants that something needed to be done, one overwhelming action was for a footpath to be put in along Sole Street and a couple of other suggestions were also well received. The presentation Cllr Rice prepared will be published on both the website and the Parish Facebook page.  
**Action** – Cllr Mason will be preparing a draft Highways Improvement Plan (HIP) to be presented to KCC. A meeting of the Local Traffic Group to be arranged.
- **LTC Legacy Funding** - feed-back from the workshops.  
Cllrs Dymond, Mason and Gabittas attended online meetings to discuss various aspects of the Lower Thames Crossing Legacy fund. The feedback was that the meetings were lacking in organisation and outcomes. It was also recounted that the Kent side was poorly represented in comparison to those representing Essex.

## 6. Communications.

A Zoom meeting took place on the 17<sup>th</sup> June and the clerk circulated notes to all parish councillors. Cllr Peterson-Pearce is leading on communications and although not able to be present did report that the work was continuing.

## 7. Other Reports

- **KCC Matters** – Bryan Sweetland. Nothing to report
  - **GBC Matters** – Tony Rice. A police presence has helped with the recent anti-social behaviour problems following his letter to the police.
  - **Kent Association of Local Councils** – Cllr Dymond reported that there was a forthcoming county meeting and would report back at the next meeting.
8. **Correspondence** – Items of correspondence were received regarding field access, appreciation for work on ASB and Lodge lane parking, all items have been responded to.

## 9. Other Village Matters

- Meadow Rooms – Cllr Gabriella Gabbittas reported that the Meadow Rooms will be opening for use after the Covid lockdown. It has been redecorated and new curtains hung. The preschool will be breaking up for the summer on 13<sup>th</sup> July.
- Footpaths – Cllr Rosemary Dymond – Nothing to report.
- Church & Church Rooms – Cllr Margaret Haig  
The Reverend has been cleaning and working to make the Church Covid safe using a one way system etc. It is hoped the Church can open on 19<sup>th</sup> July. The Church Room will remain closed.
- Jeskyns & Ifield Church Road – Cllr Ben Smith – Nothing to report.

## 10. AOB & Items raised by Councillors

Cllr Booth stated that Japanese Knotweed had been identified in the corner of the playing field. He has approached a weed management company with a view to having it treated.

It was agreed that an additional meeting would be held during August to deal with the many outstanding matters.

**II. Finance / Cheques**

Maintenance Man - £313.92

MI Payroll - £60

HMRC- £328.60

Smooth and Rugged £60

Kent playing fields association £20

STANDING ORDER PAYMENT TO CLERK I JULY- £438.13

REPLACEMENT CHEQUE SENT TO RGP traffic consultants. £3,888.00 (original cheque cancelled)

The meeting concluded at 9.40pm

**The Next meeting will take place on 3<sup>rd</sup> August.**