

**Minutes of a meeting of Cobham Parish Council
Monday 2nd September 2019 at 7.30PM
St Mary's Church Room, Sole Street**

Present

Cllr Mike Booth (Chairman), Cllr Steve Dyer (Vice Chairman)
Cllr Rosemary Dymond, Cllr Jessica Elliott, Cllr Gabriella Gabbitas
Cllr Margaret Haig, Cllr Matt Mason, Cllr Robert Pryor.

In Attendance

Mrs Tina Sampson (Clerk)

1. (34) Apologies for absence

Cllr Ben Smith (work commitments), Community Warden Steve Hassell (change of arrangements) Cllr Tony Rice (GBC) Cllr Bryan Sweetland (KCC) on holiday.

2. (35) Declarations of Interest - None

Minutes: to confirm the minutes of Annual Parish Council Meeting of 1 July 2019. (*circulated 12th July*). Proposed by Cllr Mason and seconded by Cllr Pryor as a true record of the meeting.

3. (36) Working Groups & Committees. – Volunteers still required

The chairman said that there were three set working groups already in place for Planning, the Playing fields and the Local Traffic Group and they are working well.

But one lead councillor for Cobham Village was needed – Cllr Rosemary Dymond was asked to take on that role, Cllr Steve Dyer will be the lead councillor for Sole Street.

The Lead Councillor will be responsible for leading and dealing with minor problems as they arise excluding Planning, Transport, or Playing Fields and then reporting back to the next meeting. The chairman also mentioned that the recent leaks on Halfpence Lane was a prime example on where a lead councillor was needed. He also asked the Clerk to escalate the issue of the water leak on Sole Street and to ask about the slip lining of the failing pipes along Halfpence Lane.

In addition, the chairman asked for volunteers to take responsibility and liaison for identifiable areas.

Meadow Rooms – Cllr Gabbitas volunteered

Footpaths – Cllr Dymond volunteered

Cobham Church & Sole Street Church Rooms – Cllr Haig to take forward.

Jeskyns -Cllr Smith was put forward for this

The lead councillors contact details will go onto the village web site.

4. (37) Matters arising from the previous meeting.

Councillor's Tour of Cobham Woods – Cllr Gabbitas arranged the visit for Wednesday 11th September at 3pm, meeting at the Lodge.

Whitepost Lane hedges. This matter has been resolved – No Further Action.

Emergency plan review (*circulated 16th July*) Cllr Dymond made some suggested additions.

Jeskyns Dog Fouling – Marking Discs - Cllr Smith placed the discs around the parish, but the discs are small and do not seem to deter dog fouling.

5. (38) Working Group Reports

Planning Group- Planning Applications & Recommendations.

Cllr Elliott said the team had been busy over the summer with quite a few applications to go through. She also referred to the confusion over the replacement of the Iron Bridge over the railway and said she would make GBC aware that it would be preferable to replace the bridge with something of the same style and in keeping with the area. Cllr Elliott also raised the matter of the storage containers at the old Norbond varnish site she stated that GBC are aware of the situation and permission had not been given for the containers.

20190683

PROPOSED DEVELOPMENT Demolition of existing dwelling and erection of a detached 5-bedroom dwelling and a detached triple garage with storage above at the front.

LOCATION 22 Manor Road, Cobham, Gravesend, Kent DA13 9BN

OBJECTION

20190712

PROPOSED DEVELOPMENT Erection of a single storey rear extension.

LOCATION The Laurels, Sole Street, Cobham, Gravesend Kent

No objection

20190730

PROPOSED DEVELOPMENT Application for a Lawful Development Certificate in respect of the proposed erection of a single storey rear extension.

LOCATION 5 Greenlands, Cobham, Gravesend, Kent DA12 3AT

No Objection

20190716

PROPOSED DEVELOPMENT Demolition of existing rear extension, alterations to the roof incorporating an increase in the ridge height and infilling, and erection of a two-storey rear extension with rooms in the roof space.

LOCATION Holly Lodge, Battle Street, Cobham, Gravesend Kent

No Objections

20190706

PROPOSED DEVELOPMENT Erection of single storey side/rear extension.

LOCATION 36 Sallows Shaw, Cobham, Gravesend, Kent DA13 9BS

No Objections

20190767

PROPOSED DEVELOPMENT Application for Prior Approval under Part 18 of the Town & Country Planning (General Permitted Development) Order 2015 for the replacement of the Cobham Footbridge located to the east of the station with a metallic structure.

LOCATION Sole Street Railway Station

Wrong Bridge identified – NFA

20190844

PROPOSED DEVELOPMENT Application for a Lawful Development Certificate in respect of the proposed erection of a single storey rear extension.

LOCATION 19 Greenlands, Cobham, Gravesend, Kent DA12 3AT - **TBD**

20190856

PROPOSED DEVELOPMENT Erection of a front infill extension to form enlarged lounge and a front porch.

LOCATION 15 Manor Road, Cobham, Gravesend, Kent DA13 9BW -**TBD**

Cobham Playing Fields Group – Cllr Booth said that the Bank Holiday Fete had, once again been successful, although the takings were slightly down due to the hot weather meaning that the best sellers, Tea and cakes, were not as popular as usual. He felt there were some lessons to be learned and younger people are keen to be involved next year. Overall there was a good result with £5,000+ being brought in to benefit the village. The Bowls Club planning application has finally been agreed and the funding is in place for the new surface and lights to be constructed, the work is due to begin in Feb 2020.

Local Traffic Working Group – Cllr Mason updated the meeting regarding the meeting members of the transport group had on the 23rd July with Area 4 and Cllr Sweetland KCC this was positive and there have been some good outcomes. Key actions from that meeting were as follows;

It was agreed to put up some signs for a few days while work took place at Marlings Cross/Gravesend East/Henhurst stating the village was not suitable for HGV's and Local Traffic Only. All future works will be notified to the clerk well in advance of anything happening for the Parish to input into. A single point of contact for Highways England work is to be agreed. A specific contact for Lower Thames Crossing is to be issued to CPC from Highways England.

It was clear some people did not appreciate at all the impact of rat running at any-time in the Parish, and it was clear that KCC did not have any record of previous complaints or meetings. Cllr Mason explained that he was considering the best way to communicate the info from the group and will set something up on Facebook. Cllr Mason also said that the Darnley cat had been killed by a car speeding through Cobham. The group will be having another meeting next week, w/beginning 9 September.

Lower Thames Crossing – GBC Councillor Tony Rice was unable to attend this evening but had previously stated that LTC hadn't undertaken any impact analysis on the villages near the LTC route. Cllr Dymond made the meeting aware of an event being held by the Lower Thames Crossing team at Cascades in Gravesend, the clerk also highlighted a list of events on the Parish Council's website.

Village Road Signage review. – Cllr Tony Rice will be taking the review forward. Things like the cutting back foliage around the signs will be part of the review.

The Chairman asked Cllr Elliott (lead of the planning group) whether the parish should have a neighbourhood plan; collating information about the past and historical decisions. Cllr Elliott thought it would be something worth doing and that GBC have an old plan and would likely accept a plan from the Parish Council. A meeting of the planning group will be arranged to discuss this.

Cllr Haig mentioned that a new group had been set up in Meopham to try to prevent over development and infilling it is called - Residents Against Inappropriate Development (RAID)

6. (39) Other Reports

- KCC Matters – Bryan Sweetland – not present
- GBC Matters – Tony Rice - not present

- Chairman's Group – Steve Dyer will be attending the next meeting on 18 September – councillors to inform the clerk of any matters they would like raised.
- KALC – Cllr Dymond asked the clerk whether she had provided photographs of the parish to KALC for their website – Clerk confirmed she had. Cllr Dymond had attended a Rural Police talk and raised the Police and Crime Commissioner's questionnaire, she had some leaflets available and the clerk explained that the questionnaire was also on the Parish Council website. Cllr Dymond also visited the 101 service and she felt that service had improved. Cllr Dymond asked whether the parish wanted to sign up to the Tree charter, the deadline for this is 30 November? She also said she would be attending the KALC AGM on 30th November in Ditton, motions should be put forward before 4 October. There is to be a Transportation Board meeting and Cllr Dymond suggested a representative attend, Cllr Mason has been added to the board's contact list and will receive notifications from GBC. The matter of neighbourhood planning was raised and then the need for a Highways Improvement Plan which should involve all 6 of the rural Gravesham parishes.
- Rural Parishes Forum- no meetings have taken place recently.

7. (40) Other Matters

- **Parish Notice Boards** – replacement.
Cllr Elliott has said that she will measure the boards with a view to pricing up replacements, however, due to the lack of budget the chairman suggested obtaining sponsorship.
ACTION -Cllr Elliott to take measurements and discuss the replacement of the boards with Cllr Gabbitas, the Meadow Room contact, as the Meadow Rooms are looking to replace theirs too.
- **The Village Pump Reservoir** it was discovered that it was not listed, there was also a question over the ownership?
ACTION -Cllr Mason will check the Land register.
- **Britain in Bloom** - Cllr Dymond reported that the judge, Mr Buttress, was impressed with the village especially the station. She had nothing to report regarding the parish's placement or award. The front of house award would be given on 14th Sept at the Gardeners Autumn Show and the announcement of Britain in Bloom would be made on 14th Sept at an event in Brighton. Cllr Booth thanked Cllr Dymond for all her hard work.
- **Poplar Trees in Battle Street** – it is not clear what action has been taken in relation to addressing the issue of the height and safety of these trees.
ACTION – clerk to follow up
- **Gas in Cobham** - KCC Energy & Low Emissions Consultation, a parishioner had highlighted the issue of the lack of mains gas in Cobham and made the CPC aware of the consultation. A link to the consultation is on the website and posters have been placed on the parish notice boards. Previously mains gas was rejected in Cobham as there wasn't enough people interested.

ACTION- Cllr Elliott is a Low Carbon consultant and is happy to help find out who is dealing with the matter.

- **Public Toilets at the Sports Field** the chairman had previously raised the matter of giving some of the grant money CPC receives to the sports club as volunteers open and close and clean the facility. The clerk explained that CPC hadn't budgeted for the water bills, one which had just been received was for over £1,000, the matter of the business rates being paid on the toilets was also mentioned, however in the 2018 budget legislation was raised to stop business rates being paid on toilets and it is about to go to the Lords for its second reading. The water bills for the sports club and the toilets are currently being disputed with Southern Water/Business Stream.

ACTION – Clerk to check for next payment from GBC.

- **St Marys Church Room** –the state of the Church Room was raised by a new parishioner. The Church needs to give permission for any work to be carried out, the local funding group are raising money for the refurbishment and the plans have been submitted to GBC, although they were originally rejected due to the lack of scale on the drawings. Cllr Elliott suggested that CPC looked at the safety of the rooms and consider if we can get some remedial work on the window etc.

- **CPC email system** – the new email addresses went live on the 5th August. Some people are having teething problems, but a former councillor is willing to assist with any of the issues being raised. The Chairman asked if the change was necessary, the Clerk explained that KALC and the ICO recommend that parish councillors have a specific email address for parish work.

ACTION – Clerk to speak with the former Councillor to ensure he is OK with others contacting him about the new system.

- **Bowls Club** – water payment – covered earlier see item on toilets.

- **Planting in the village** – Cllr Dymond would like to see planters on the chicanes in Cobham she has received on quote for self-watering containers of- £2,160.17 this is for 9 containers without planting. KCC would need to give permissions. Cllr Elliott asked if there would be planters for Sole Street, Cllr Dymond said no. It was agreed that there was not a budget for planters this year, it could be included in the traffic plan.

- **Election Costs** – the Chairman wishes to defer the payment for the election until the next financial year.

ACTION – The clerk to inform GBC and provide a draft, seeking permission for deferring payment, for the Chairman to send.

The Chairman also raised the issue of water collecting on Sole Street along with Halfpence Lane infrastructure of old pipes to needing to be slipped lined.

ACTION – Clerk to contact Southern Water and escalate as necessary.

The Chairman said that it had been brought to his attention that Yew Tree at the War memorial needs trimming back. There is a conservation order on the tree and

the Chairman said he had one quote of £600, it is suggested another quote is needed.

ACTION – the Chairman will speak to the National Trust manager about the person they use.

Councillors discussed the BT pay phone in Cobham Village and whether it was still needed, the matter will be put forward for the Chairman's meeting agenda.

ACTION Clerk to also check its usage with BT.

Meeting Suspended for Parishioners Comments

A parishioner mentioned that she had previously raised the lack of a clear view for motorists pulling out of Camer Park Road on to the main road, she asked if the clerk had contacted Meopham Parish Council about it. The clerk explained that MPC suggested a report be sent to KCC via the Portal, which the clerk had done. She also mentioned the suggestion of a mirror to help with visibility. The parishioner and the clerk would contact KCC about this.

Another parishioner referred to the matter of the notice board and suggested a double-sided notice board to replace the current boards. Agrees with planters on the roadside.

8. (41) Public meeting closes (9.30 pm)

CPC Meeting Continues in Private:

- Correspondence - The Clerk had dealt with some questions about overgrown hedges, the Front of House competition and the state of the Church Room.
- Insurance – The clerk had obtained two quotes for a three-year insurance deal, the schedules were circulated to the Councillors, it was agreed to accept the Came and Co quote. This was agreed by the whole Council.
- Finance – September

Clerks Pay July - £388.77

Post office/GBC for election costs – re-issued cheque - £722.31 (disputed payment)

Refund to clerk – Microsoft Invoice paid on personal c Card £59.99

Smooth and Rugged Landscapes/July cut - £30.00

Clerks pay August - £388.77

Councillor's travel expenses - £50.32

KALC-planning course (inc£60 credit) £12

- Adoption of the new Financial regulations – raise threshold to £750- (Adoption agreed)
- Adoption of Councillors code of conduct (Adoption Agreed).
- Review of standing orders (circulated with agenda) time frame for meetings to be amended and re-visited.
- Items raised by Councillors – none.

The meeting finished at 9.50 pm

THE NEXT MEETING OF THE PARISH COUNCIL WILL HELD ON 7th OCTOBER 2019 ST MARY'S CHURCH ROOM, SOLE STREET.