

Cobham Parish Council Meeting - Monday 1<sup>st</sup> July at 7.30PM  
The Meadow Rooms, Cobham.

Present

Cllr M Booth (Chairman) Cllr S Dyer (Vice Chairman)  
Cllr R Dymond, Cllr J Elliott, Cllr M Haig, Cllr M Mason  
Cllr R Pryor, Cllr B Smith

In attendance

Cllr Bryan Sweetland (KCC) Tina Sampson (Clerk)  
8 parishioners

### AGENDA

1. (27) **Apologies for absence** Cllr Gabbitas (currently travelling) Cllr Dyer (Currently travelling). Cllr T Rice (GBC) Community Warden, Paul Hassell.

2. (28) **Declarations of Interest**

None

3 (29) **Minutes: to confirm the minutes of Annual Parish Council Meeting of 3 June 2019.**

Cllr Dymond raised a correction in relation to a typo and in the referencing the judging of the Front of House Competition, these were rectified. Acceptance was proposed by Cllr Ben Smith and seconded by Cllr Matt Mason, and accepted by the chairman as a true record of the meeting of the 3<sup>rd</sup> June,

4 (30) **Working Groups & Committees.**

The chairman sought approval of the composition and terms of reference for 3 Working Groups. He said that he believed these groups covered the most important aspects of village life that the PC can influence:

**The Cobham & Sole Street Planning group** was confirmed and accepted.

Cllr Elliott wanted to highlight that she would be the main liaison point with GBC, the clerk clarified that Cllr Elliott would send the responses directly to GBC and will provide the clerk with a copy for the record. Membership: Cllr Elliott (lead), Cllr Booth, Cllr Dyer, Cllr Haig, Cllr Dymond.

**The Cobham & Sole Street traffic Group** was confirmed and accepted.

Cllr Dymond mentioned the Joint Transport Board (JTB), Cllr Sweetland explained the work of the JTB and said that it would be a good idea for parish councillors to attend and speak through the GBC representative. Membership Cllr Mason (lead), Cllr Booth, Cllr Dyer, Cllr Smith, Cllr Pryor, GBC Cllr Rice, Parishioner Mr R Nichols.

**ACTION:** The Clerk to contact the GBC committee section to ensure Cllr Mason, as our transport representative, is included on the distribution list for the JTB.

**The Cobham Playing Fields group** was confirmed and accepted.

It was also agreed that when consulting on any future development of the playground, local children would be included. Membership: Cllr Booth, Cllr Dyer, Cllr Smith

**ACTION:** The clerk to publish the agreed Cs & Ts on the parish website.

The chairman then moved on to other matters and facilities within the village. And explained that he would like one lead councillor for Cobham & one for Sole Street. That councillor would then be responsible for leading and dealing with minor problems as they arise excluding Planning, Transport, or Playing Fields. Volunteers please.

In addition, he would like individual councillors to take responsibility and liaison for identifiable areas. I.e.; Meadow Rooms, Footpaths, Cobham Church & Sole Street Church Rooms, Jeskyns, Major Events.

The lead councillors and contact details would go on to the village web site.

**ACTION:** the clerk to carry this over to the September agenda.

## **5 (31) Matters arising from the previous meeting.**

### **Councillors Tour of Cobham Woods**

Due to Cllr Gabbitas' absence this will need to be revisited, but the preferred evening was a Thursday and Cllr Gabbitas had been informed of this.

### **Jeskyns Dog Fouling Way Marking Discs**

Cllr Dymond had obtained the discs and Cllr Smith agreed to place them around the playing fields before Saturday's party in the park.

### **Events management in Cobham**

Munchies, August Village Fete, MollyFest etc. Concerns had previously been raised about the management of the parking and security at such events.

**ACTION:** Clerk to put a link to Gravesham's event planning on the parish website and devise a note for organisers about informing the PC of local events.

### **Poplar Trees – Battle Street.**

Cllr Booth explained that the ownership of the trees had been confirmed and that the owner had agreed to act; the Forestry Commission had been made aware.

**ACTION:** It was agreed to revisit the matter at the September meeting.

### **Parish Notice Board replacement**

Cllr Elliott had previously raised the replacement of the old and untidy boards at St Mary's Church Room, Sole Street and the Cobham Village board. The clerk has sent details of providers to Cllr Elliott. Cllr Booth explained that this hadn't been budgeted for and wondered whether Cllr Sweetland might consider this suitable for a grant.

**ACTION:** Cllr Elliott will measure the boards to try and gauge the cost.

### **Whitepost Lane hedges**

The clerk had not heard anything since Cllr Rice contacted KCC. Cllr Sweetland explained that it would be considered by KCC who would contact the owner and if they do not take action then KCC would cut the overgrowth back and then charge the owner.

## **6 (32) Working Group Reports –**

### **Planning Applications & Recommendations**

Cllr Elliott went through the latest planning applications

- 20190639 Lawndahls, Sallows Shaw, Cobham, Gravesend Kent  
Erection of single storey attached annexe to the rear and side. To note size of development in response but no objections
- 20190637 36 Manor Road, Cobham, Gravesend, Kent DA13 9BN  
Erection of a single storey rear extension, a replacement pitched roof to the garden store along with re-tiling the main roof of the property. No Objections
- Cobham Playing Fields Group

The Chairman mentioned the Bowls Club planning application in relation to the new discussions around the lighting. The clerk raised the matter of signage directing visitors to the Sports club (this had been raised previously) and that the Bowls club said they would be willing to contribute to the cost. The Chairman explained that he had agreed with Cllr Sweetland and the Local Traffic Group that there would be a review of all signage in the parish.

### **Local Traffic Working Group**

Cllr Mason explained that a meeting had already taken place and he had provided the Parish Council with notes from the meeting. Arrangements were being made for the group to receive briefing of the plans for the Lower Thames Crossing (LTC).

Cllr Mason was arranging for a road planner to visit the area to see what changes could be made to improve safety and resolve congestion in the parish. It is hoped that a traffic management plan can be developed; like the Wingham version. When the plan is completed Cllr Mason will circulate it.

A former Councillor is maintaining the Speed Indicator Device (SID) and will provide statistical information gathered to the group so they may review and work out what it tells us. Cllr Rice will be raising the matter of the uneven road surface. Cllr Sweetland agreed that the road surface needed some work and would also work with the group to try and resolve the issue, he also explained the difficulties around the county of resurfacing.

Cllr Pryor and Cllr Booth will be cutting the vegetation around road signs. Cllr Rice will also be trying to find out the outcomes of the Wingham plan.

Cllr Mason is looking at a four-year plan to get things done as the footway had been discussed since 1964. Cllr Rice has also had meetings, but the group is yet to receive

feed-back. Cllr Sweetland agreed to look at getting some traffic surveys done in Sole Street and Henhurst. The Street may need to wait until Sept due to the scaffolding currently in place. The survey will provide details of speed, volume and sometimes the size of vehicle. Cllr Sweetland will be paying for these, at a cost of £300 each, out of his grant but he suggested it might be worth the PC paying for a yearly survey to be done. The survey takes 7 days and the question was raised as to whether the KCC survey would be considered as more credible than our own stats, but it was agreed that our SID data is credible, the only difference will be that KCC will provide greater analysis. Matt said we need to pull all info together and see what we need. Cllr Sweetland said it needs to be safe.

The next meeting of the group will take place on Tuesday 9th July.

Cllr Booth also mentioned the changes to MPH speed, road crossings and pavements, the need for hard standing at the children's school bus stop, but the ownership of the land needs to be determined. Cllr Haig raised the concern of the re-laying of tarmac reducing the depth of the pavement and encourage cars to mount the pavement, but Cllr Sweetland thought that this would not happen as the workman tend to amend the layers near the pavement.

Cllr Pryor asked about bollards outside the shop, Cllr Sweetland explained that the placement of the bollards can be controversial as people are not always happy with where they have been placed. Cllr Pryor would like to see the bollards all along the road- he mentioned examples of the bollards in Horton Kirby and Darent. Cllr Mason says the volume and speed of traffic is the issue. Cllr Sweetland said that any action taken causes a reaction some people will always disagree. The local roads are just not fit for use.

Cllr Sweetland is happy for Cllr Pryor to put in a request for more bollards, but it will have to be decided by KCC. Cllr Mason and the Chairman would prefer all requests to go via the traffic group and be dealt with strategically; considering all the implications. It is hoped that the road planning visit will hopefully be completed by the end of the year. Everything will come down to cost.

Cllr Sweetland raised the issue of the LTC as there isn't a real plan on how to manage the volume of traffic. It is felt that the decision was made approx. 20 years ago, and it is likely to have a big impact on the small villages.

Cllr Sweetland said he will help the traffic group as much as he can. Cllr Booth concluded that the discussion this evening had been very helpful.

### **(33) Other Reports**

**Chairmen's Group** – due to Cllr Dyer's absence this will be carried over to the September meeting.

**KALC Meeting** held 24th June – Cllr Dymond reported that she had attended the Gravesham KALC meeting, where the matter of Parish Council emails was raised, the clerk confirmed that there were a couple of tweaks to be undertaken before the roll out, but should be ready in the next week.

Cllr Dymond also spoke about the recent flooding in Vigo and Culverstone and how the parish emergency plan for Vigo had not included specific plans for flooding. Cllr Dymond suggested that the Cobham emergency plan be reviewed and updated.

Transport issues were raised; specifically, large lorries in rural villages, KCC are putting in place a 'lorry watch' with a telephone number in place to report HGVs causing problems in villages. Rural areas setting up forums LTC

The KALC group also discussed Brexit, 20mph limits and partnership working with borough councils

Cllr Dymond asked the clerk to send some photographs to KALC for their website.

**ACTION** – Clerk to circulate the emergency plan before the next meeting.

**Training Policy** the Parish Council has a Training Budget of £500

Both Cllr Dymond and Cllr Booth had been booked on to the Dynamic Councillor Course, Cllr Elliott was also interested in attending and would let the clerk know. Planning is considered a good course, clerk to circulate details.

**Rural Parishes Forum** – Cllr Dymond explained that the group had not met recently.

### **Other Matters**

Cllr Booth said that a complaint had been received about new fencing in Meadow House field. GBC had been consulted and permission for the fence had been agreed.

**Village Dig:** There had been a very successful exhibition of all the finds from the previous excavations in the College of the previous weekend.

The Chairman had discussed the Pump Reservoir with Andrew (organiser of the digs) about securing the manhole cover to the reservoir. It was suggested that we contact the conservation team regarding the listing of the reservoir.

The inscription behind the pump needs cleaning, the clerk to speak to Cllr Gabbitas about who had cleaned the wall before.

The Britain in Bloom judge would be visiting the parish on the afternoon of Thursday 4<sup>th</sup> July. Cllr Dymond thanked all the volunteers for the litter picking and clearing around the parish. Cllr Dymond also suggested that planters might be placed on the chicanes, as she had witnessed elsewhere, to make the area more attractive and help with the issues of traffic in the village. Cllr Booth said that this had not been budgeted for but was not against the idea. The chairman also explained that there were – 605 properties in the parish paying council tax with 420 residents over 18 in Cobham and 705 residents over 18 in Sole Street

### **(34) Meeting Suspended for Parishioners Comments**

A parishioner explained the difficulties being experienced with dog fouling and parking on the verges, as these verges constitute part of the property's garden. He wanted to know how the parish could support homeowners with these matters. It was suggested that homeowners might want to place boulders on the verges to stop parking. The chairman took the parishioner's details and would visit him to discuss further.

Another parishioner raised the congestion in Cobham village because of cars not giving way at certain points and wondered if a 'Zip' system could be put in place to try and alleviate the problem. The chairman said that the suggestion would be discussed at the next traffic group meeting.

- GBC Matters – Tony Rice apologies received

- KCC Matters – Bryan Sweetland nothing further to add.

### (35) CPC Meeting Continues in Private:

#### Correspondence

The clerk went through the contacts she had received.

The PC had been asked if the white lines could be reinstated on Green Lane at the corner of the Weald Way and the entrance to Camer Park by the cottage together with the SLOW marking signs. This has been reported.

A large pot hole in the road on Green Lane had been reported but the one side of the manhole, since the repair, now has a higher lip on the sunken double manhole cover which is causing drivers to swerve to the centre of the road in their efforts to avoid the bump. This has also been reported.

The matter of tidying up the garden at Yeomans by the National Trust was also raised.

Dog fouling and overgrown hedges are still affecting the pavement on the north side of Manor Road.

A parishioner also reported that somebody had dumped parts of what appears to be a long sofa cushion and backrest from a caravan in Sweeps Hole Pond, it had been reported to GBC, but Cllr Smith said he would try to get it collected.

LTC excavations – a letter had been received explained where these were taking place and the info put on the website.

Front of house entry- the clerk had received another entry into the competition, Cllr Dymond said there were now 13 entries.

The Station had been vandalised. Cllr Elliott suggested the PC support the station manager with plants and some digging, as the station manager works so hard to try and make things look attractive.

**Finance** – the clerk provided a break down of outgoings this month.

Uncontested Election Cost GBC- £112.22

MI Payroll service - £60.00

HMRC - £254.00

Grass Cutting, Smooth and Rugged - £30+£30 May and June (Local Gov't Act 1972 s19)

Clerk's expenses since Aug 2018 - £101.33

Hire of the Meadow Room June/July 2019 - £60 (Local Gov't act 1972s133)

Maintenance Man June - £156 (Highways Act 1980 s96)

MJ Read accountants (internal audit) £420.00

Total- £1,123.55

Acceptance of the finance report was proposed by Cllr Dymond and seconded by Cllr Smith

Our final Audit will cost approx. £250 all documents have been forwarded to PKF Littlejohn in the City, by the deadline- the chairman and clerk met on Friday to go through the documents and the clerk shared the documents with the finance Cllrs' Dymond, Dyer, Haig.

#### Items raised by Councillors

Cllr Mason thinks the CPC logo needs a refresh and the suggestion was for the local school children to design a new logo, Cllr Dyer to take forward,

ACTION: Clerk TO INFORM Cllr Dyer on his return.

Cllr Haig said that Knotweed- has been sprayed but the issue is still ongoing.

Cllr Dymond said she would get some costings for the costings for flower tubs for the for chicane.

The chairman closed the meetings at 9.35pm

THE NEXT MEETING OF THE PARISH COUNCIL WILL HELD ON 2<sup>ND</sup> SEPTEMBER  
2019 ST MARY'S CHURCH ROOM, SOLE STREET.