



2020/04

Minutes of a meeting held on  
Monday 7<sup>th</sup> September 2020 at 7.30pm  
The Meadow Room, Cobham

PRESENT

Cllr Mike Booth (Chairman), Cllr Steve Dyer (Vice Chairman)  
Cllr Rosemary Dymond, Cllr Gabriella Gabbitas, Cllr Matt Mason,  
Cllr Mat Peterson-Pearce, Cllr Robert Pryor, Cllr Ben Smith

In attendance

Mrs Tina Sampson (clerk)

4 Parishioners were present, names and contact details were taken for the purposes of track and trace.

1. Apologies for Absence  
Cllr Tony Rice (GBC) Cllr Margaret Haig
2. To agree the minutes of the meeting of 6<sup>th</sup> July and the working group minutes of 3<sup>rd</sup> August – Minutes were agreed as a true record and signed by the Chairman.
3. Declarations of Interest – None
4. Working Group Reports

Planning – Cllr Steve Dyer

20200554

PROPOSED DEVELOPMENT Application for part change of use of land to form a Gypsy and Traveller site comprising of two pitches for static caravans, and two associated pitches for touring caravans, amenity day rooms and hardstanding.

LOCATION White Post Farm, White Post Lane, Cobham, Gravesend

Objection

- 20200646

PROPOSED DEVELOPMENT Application for a determination as to whether prior approval is required for the siting, design and external appearance of a temporary portable general purpose agricultural building 12.24 metres long, 3.36 metres wide and 2.4 metres high and 2.40 metres high to ridge.

LOCATION Forestry Commission, Jeskyns Community Woodland, Henhurst Road, Cobham Gravesend

No objection

- 20200395  
PROPOSED DEVELOPMENT Erection of a single storey side extension  
LOCATION 37 Sallows Shaw, Cobham, Gravesend, Kent DA13 9BP  
No objection
- 20200882  
PROPOSED DEVELOPMENT Application for approval of condition 3 attached to  
planning permission reference number 20200033 relating to submission of a code of  
construction practice  
LOCATION 22 Manor Road, Cobham, Gravesend, Kent DA13 9BN

In relation to application 2020554

The Parish Council has received 3 emails from the applicant who is unhappy with the objection CPC sent in response to the application. A holding response has been sent to the applicant while the Parish Council discusses the allegations that have been made against it.

**Norbond Site** – Cllr Rice is in contact with the GBC planning office, the enforcement officer is awaiting a retrospective planning application for the site. The matter has been escalated to the asst. director of planning.

The issue of work taking place on a listed building, The Street, Cobham was reported to GBC who will be investigating.

The chairman raised the matter of a large extension being built on a property in Halfpence Lane, Cobham - a planning application has not been received and the matter is to be forwarded to GBC, however, it is unclear whether the extension may be OK under permitted development.

**Neighbourhood Plan** – It is important for the parish to put in place a neighbourhood plan, Cllr Rice and Cllr Mike Booth hope to have an orientation meeting with officers from GBC to ensure Parish Council cover all aspects of what the plan should include.

**Playing Fields** –Cllr Mike Booth

Feed-back has indicated that the access closure to the recreation ground has helped to reduce the amount of dog waste and rubbish being left on the field. The new car park sign is also thought have been 90% successful in reducing inappropriate parking. A new gate has been installed near the tennis court at no expense to the parish council together with a new drain to alleviate flooding.

**Land way** – the Chairman has been in conversation with KCC regarding the complete refurbishment of the land-way by the side of the school. The cost will be approx. £7,500 with the Parish Council contributing 50% and KCC paying the rest. The Chairman hopes the work might be carried out in the October half term.

**Public toilets** – to remain closed. A further discussion is to be had about the future of the toilets

**Japanese Knotweed** – Cllr Mike Booth

The area in the south west corner of the recreation ground has been treated. The area will then be cleared by the same contractor.

#### **Sports Assoc. Lease –Cllr Mason**

The Clerk passed a copy of the original Sports Association Lease to Cllr Mason- the Chairman believes that a newer version dating from 2008 exists.

ACTION The clerk will also pass him a copy of the Bowls Club lease.

#### **Water Account – Tina Sampson**

After several years of debate with the water company the matter of charges have been resolved. The company had erroneously been charging 100% for the waste water costs when it should only have been 20%. The Sports Association/Bowls Club have paid their bill as has the Parish Council for the public toilets.

The Chairman wanted to record his thanks to Tina Sampson for her hard work and perseverance in getting this sorted.

#### **Direction sign to the Playing Fields –Tina Sampson**

This is now in place.

#### **Local Traffic - Cllrs Matt Mason & Tony Rice**

Highways Improvement Plan HIP – The plan has been split in to 3 main areas for initial discussions with KCC: Volume of Traffic, Speed of Traffic, Sole Street footpath. KCC have been positive in their response.

Action – Cllr Peterson-Pearce will place a copy of the HIP on the website for parishioners to comment on.

ACTION – Cllr Mason -A local traffic group meeting to be arranged.

#### **Sole Street re-surfacing – white lining**

It was agreed that the management of the resurfacing work was generally carried out well, there was only one negative comment regarding how hit and miss it was as to who was allowed access. It was also noticed that those managing access had received some abuse.

ACTION – Clerk to draft a letter acknowledging the way the project had been managed to KCC.

#### **Lower Thames Crossing – Cllr Booth**

BOAT's – byways open to all traffic

The Chairman spoke with our LTC contact who has said that the downgrading Scotland Lane to a Restricted Byeway to exclude access to any motor vehicle will be looked into. The matter of downgrading Stoney Road was also raised by Cllr Dymond, however no action to be taken until the action on Scotland Lane is completed

#### **Statement of Common Ground**

Addressing the issues within the SCG are yet to be completed. The SCG is an important next step towards the approval process for the Development Consent Order and we need to organise a meeting with the LTC co-ordinators asap.

ACTION- Cllr Peterson-Pearce to place a copy of the Statement of Common Ground on the parish website.

### **5. Other Reports**

**KCC Matters** – Bryan Sweetland, No report

**GBC Matters** – Tony Rice, No report, however action related to other matters have already been covered in these minutes

**Kent Association of Local Councils** – Rosemary Dymond.

Cllr Dymond updated the meeting on the recent 10 KALC meetings – The main matters under discussion had been the changes contained in the Planning White Paper and the concern that there will be less democratic accountability. A meeting between KALC and all Kent MPs has been arranged to discuss planning.

The matter of Self Governing Districts and the impact at local level is also something KALC has under consideration.

## **6. Correspondence**

- Sarsens Close – parking for Jeskyns, a resident has raised the issue and kept details of the number of cars, dates and times. The possibility of a controlled Parking Zone (CPZ) was mentioned, but it is thought that polite notices and contacting the police about pavement parking might be the way to go first.
- Small Business Grant – the Parish Council received a £10,000 grant.
- Clerk Resignation & Replacement, an advert had been placed on the website, face-book and on the KALC website to fill the role of clerk. Some CV's and interest has been received – these will be considered.

## **7. Other Village Matters**

**Defibrillator for Sole Street**, the new machine and cabinet are currently with the clerk and will be collected, before being located at the corner of Round Street and White Post Lane. It is agreed that it will be in place before the next meeting.

**Community Assets** – an explanation of community assets and what is involved will be drafted and placed on the Website. A copy will then be passed to local pubs and businesses.

**ACTION** – Cllr Peterson-Pearce

**War Memorial** – Beech Hedges – The Chairman is in contact the company that dealt with the Yew Trees for them to come back and cut the hedges as they kindly said they would do FOC.

Cllr Dymond has also agreed with the family of a former parishioner for his name to be placed on the war memorial and they have offered to pay for it.

**ACTION-** Cllr Dymond to speak with another mason regarding the cleaning of the lfield memorial and the plaque behind the parish pump.

**Remembrance Sunday** – A decision has yet to be made on whether a service will be held.

**ACTION** Clerk to order the usual wreath for the Parish Council.

**Meadow Rooms** – Cllr Gabriella Gabbitas

Work has been carried out and it looks great, the area has been made Covid Safe with Sanitiser machines on the walls and notices put in place. A new notice board will be going up at the front and the pre-school is once again fully open.

**Footpaths – Cllr Rosemary Dymond**

All fine except there is a tree on the footpath by the entrance to Camer Park. ACTION- Cllr Smith to speak with the landowner.

**Church & Church Rooms – Cllr Margaret Haig**

The Church is open and services are taking place. The Church Room is not currently open.

**Jeskyns & Ifield Church Road – Cllr Ben Smith**

Cllr Smith reported that Church Road seems quieter.

**Trick or Treat safety in parish.**

Following concerns raised last year it was agreed that notices should be placed around the area and a letter to go out from the school with some safety guidance

ACTION – Cllr Peterson-Pearce to produce draft letter and notices.

**Cozendon Woods**

The Chairman also mentioned the problems in Cozendon Woods, he also raised the fact that the woods came under Istead Rise Ward. Recent police action had been taken with several section 59 notices being issued a one vehicle being seized.

**Meadow House Field**

The matter of the poplar trees had once again been raised with the chairman, a tree surgeon had recently checked the trees and found them to be safe. The chair has also been speaking with the owners of Meadow House in relation to a management plan being put together for the area including the self-seeded sycamore at the front.

**Web Site**

The chairman also highlighted the new website, which has recently been re-built by Cllr Peterson-Pearce, the idea of a survey being placed on the website asking parishioners what specific items they would like the parish council to address.

**Halfpence Lane – sink hole**

There is yet another sink hole on Halfpence Lane, this has been caused by a water leak from the main underground.

ACTION Clerk to contact Southern Water regarding the replacement or slip lining of the 100 year old pipes.

**Meeting Suspended for Parishioners Comments**

A parishioner asked where the new defibrillator would be placed.

The matter of noise on the Norbond site was discussed, but the parishioner felt it was better than a lorry park.

The issue of Fly-tipping near Jeskyns was raised, but Cllr Smith and Cllr Dyer had already reported it.

Another parishioner raised the reduction of road width on the bend near the old Ifield rectory, Action- a polite letter to be sent to the homeowner asking them to cut back their bushes.

A 7ft high fence has been erected along the edge of a property that backs on to the footpath leading from Round Street to Sallows Shaw.

Cllr Dymond would like to meet with the Rights of Way officer to discuss the matter.

ACTION – Clerk to contact Rights of Way officer.

## **8. Items raised by Councillors**

Cllr Dyer mentioned a ruling which stops a new road being dug up within the 1<sup>st</sup> 2 years of it being laid and if it is dug up it is the responsibility of the contractor to pay for the whole road to be resurfaced.

Cllr Smith mentioned that there had been an increase in the amount of traffic using Cobham Village, this may be due to recent sporting events taking place.

Cllr Dymond mentioned the recent garden safari which was a great success with £800 pounds being raised. She said that it would be a good idea for councillors to attend such events.

## **9. Finance / Cheques**

### Cheques signed since last Parish Council meeting.

£575.00	New Cobham Notice Board
£1,494.00	Primary Care-new defibrillator and cabinet
£247.00	Swiftclean- legionella test
£30.00	Smooth & Rugged –grass cut
£1,872.00	Estate & fields management – yew tree work
£59.99	Payment to clerk for renewal of Microsoft package
£39.00	Payment to clerk for stationery, postage etc.
£279.04	Maintenance man (june/july invoices)
£49.40	VAT erroneously missed off Swiftclean payment
£712.73	Business Stream – water bill for public toilet (2.5 years)
£1,179.46	Came & Co – Insurance renewal
£250.00	Meopham welfare cttee- for community bus

### Standing Orders

£438.13	Clerk Salary (1 Aug)
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### Cheques to be signed at meeting

£30.00	Smooth & Rugged - grass Cut
£115.06	Fastnet – professional hosting

The meeting concluded 9.20pm

Next meeting will take place on 5<sup>th</sup> October – venue yet to be confirmed.

September 2020