



# *Cowden Parish Council*

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## MINUTES OF THE MEETING OF COWDEN PARISH COUNCIL HELD ON MONDAY 9 JULY 2018 AT COWDEN MEMORIAL HALL

**PRESENT:** Councillors: Valerie Bishop, Glyn Henley, Lorraine Millgate and Stephen Boakes.  
Also present: Caroline Bizios (Parish Clerk), Councillor Matthew Dickins (Sevenoaks District Councillor) and Mrs Celia Berry.

### **Public Question Time:**

Councillor Dickins reported that there was due to be licensing hearing in respect of the “Leefest” festival. Strong objections were expected to be put forward by the licensing and environmental health departments.

Councillor Dickins advised that a planning contravention notice had been served in respect of planning enforcement issues at Waystrode Manor.

Finally, Councillor Dickins reported that a draft of the Local Plan was to be published by Sevenoaks District Council for public consultation. The draft would be likely to change after the first consultation. The deadline for consultation responses is Monday 10 September.

Note: The above notes do not form part of the Minutes.

## MINUTES:

### **1. Co-option of Parish Council Member**

Mrs Celia Berry was co-opted onto the Parish Council. Proposed by Councillor Boakes and seconded by Councillor Millgate.

### **2. Apologies for Absence**

Apologies for absence received from Councillor Saunders.

### **3. Declarations of Interest**

Councillor Berry declared an interest in agenda item 10 as an allotment holder.

### **4. Minutes of Previous Meeting**

**Resolved:** The Minutes of the Annual Parish Council Meeting held on 11 June 2018 were approved as an accurate record of the meeting.

### **5. Clerk's Report**

The Clerk's Report was circulated and noted.

### **6. Highways**

Highways Report previously circulated and noted.

Whilst it was noted that potholes on Cowden Road had been marked for repair by Kent Highways Services, the Clerk was requested to follow up a date for repair with Alan Gibbons (Kent Highway Services).

### **7. Aircraft Noise**

The Clerk reported that the noise meter data had been received from Gatwick Airport Ltd and had been forwarded to Councillor Saunders for analysis. Councillor Saunders will be providing a draft of a response from the Parish Council to Gatwick Airport Ltd raising questions arising from the analysis.

### **8. Financial Matters**

#### **(a) Accounts for Payment:**

**Resolved:** Payments approved as set out below:

<b>Payee</b>	<b>Description</b>	<b>Amount (£)</b>
Mrs C Bizios	Reconciliation Payment & Expenses	343.89
HMRC	Tax & NI	246.15
Cowden Memorial Hall	Hall Hire	24.00
W Smithers & Sons	Churchyard Standpipe	309.60
Sevenoaks District Council	Emptying dog bins	146.64
Greenbarnes Ltd	New Village Notice Boards	1753.69
Cowden Christmas Get Togeth.	Village Christmas Event	100.00
<b>TOTAL</b>		<b>2923.97</b>

#### **(b) Budget Report:**

Budget Report circulated and noted.

#### **(c) General Data Protection Regulation:**

The Clerk reported that work continues in respect of the Data Audit.

## **9. Recreation Ground**

### **Tree Planting:**

Members were aware that a number of trees had been on the boundary of the Recreation Ground and raised concerns that planting had been undertaken without permission being sought from the Parish Council in its capacity as the landowner. The Clerk was asked to include a request in the next edition of "Cowden Matters" requesting that any resident with information in respect of the planting contact the Clerk.

### **Footpath Repairs:**

The Clerk to contact W Smithers & Sons to expedite a date for the commencement of the footpath works on the Recreation Ground.

## **10. Allotments**

Kevin Agate had advised that commencement of tree works on the allotments had been delayed due to the hot weather and dry ground conditions. Works would commence as soon as it was safe enough to burn the brash.

## **11. Burial Ground Matters**

Kevin Agate had advised that the commencement of works to repair the fencing in the New Burial Ground had been delayed due to the dry ground conditions.

The Clerk to write to the landowner of Sussex House Farm requesting repairs to be undertaken to the field gate in the New Burial Ground.

Councillor Boakes offered to assist the Clerk in clearing further litter from the spoil heap once weeds have died down.

## **12. Asset Repair and Maintenance**

The Clerk reported that the new notice boards had been delivered and would be erected in due course by Les Putman.

The Clerk confirmed that the Parish Council's strimmer and mower were in good idea and were not in need of repair or replacement.

## **13. Correspondence Received**

Email correspondence received from the local branch of the Royal British Legion advising the Parish Council of an event "The Great War Walk" that it was working towards arranging for Saturday 20 October. From the information provided, it appeared that the organisers were seeking permission to park on the Recreation Ground and were also seeking support from the Parish Council for the event, albeit the level of support the organisers were requesting was not clear.

The Clerk was requested to contact the organisers to advise that permission would not be granted for parking on the Recreation Ground and that the Parish Council does not have resources to marshal the event in terms of village parking. The Memorial Hall bookings secretary to also be contacted to see if there are any other events currently booked at the Memorial Hall on Saturday 20 October.

## **14. Reports from Councillors on Outside Bodies**

Nothing to report.

**14. Matters for Reporting or Inclusion on Future Agenda**  
Grant Requirements

- 15. Dates of Future Parish Council Meetings**  
Monday 10 September  
Monday 12 November  
Monday 10 December

Meeting closed at 8.50pm.

Chairman: .....

Date: .....