

BOUGHTON MONCHELSEA PARISH COUNCIL

Minutes of the Parish Council Meeting held on 3rd March 2015 in Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.00pm

Present:

Cllrs I. Ellis (Vice Chair)
P. Herrin
S. Evans
A. Whybrow
D. Smith
J. Skinner
C. Bracking
J. Gershon
L. Date
W. Clarke
M. Slater
B. Brown
M. Bray

Parish Clerk
4 parishioners

1. **Apologies:** Apologies were received from Cllrs Munford and Williams. Cllr Ellis agreed to chair the meeting in Cllr Munford's absence.
2. **Notification of late items for inclusion on the agenda**
The following late item was agreed :
14.8 MBC - Boughton Monchelsea conservation area management plan
3. **Standing Order 61: To decide whether the public and press should be excluded from the meeting for any item.**
No excluded items.
4. **Reports from Maidstone Police / PCSO and KCC Rural Community Warden**
The clerk noted that a Police crime report had been received in advance of the meeting, as follows :
For the January / February reporting period there have been three incidents of burglary and two incidents of theft.
5. **Open Quarter:**
A resident spoke regarding the water supply at the allotments and queried whether the Parish Council would be taking the advice of South East Water and installing isolation valves to the water storage tanks. The three other residents were in attendance at the meeting to discuss the recent use of the recreation ground by formal sports clubs and therefore it was agreed to bring forward the following items to allow full discussions to take place :

Item 13.2 Allotments

Item 14.5 Recreation ground / Invicta Panthers rugby club

13.2. Allotments

Cllr Bracking explained that if the isolation valves were fitted, individual water tanks could be isolated. He added that this may prove useful if a tank failed or maintenance was required. It was noted that there were 20 water tanks at the allotments and the cost of valves would be £15 each, giving a total cost of £300. Cllr Ellis proposed that the isolation valves be purchased and fitted at a total cost of no more than £300. Agreed by all members. **CLLR BRACKING**

Cllr Bracking stated that himself and a group of allotment holders had moved the inherited polytunnel to a new location on the site and that this was now available for all plot holders to use. He stated that repairs were required to the polytunnel and that it would also be beneficial to purchase a rotavator to enable plots to be kept in good condition. He requested that the Parish Council make a grant of £1000 for these items. Members expressed concern that a rotavator could be stolen and suggested that it could be hired in as required. Cllr Bracking agreed to produce costings for both the polytunnel repair and hire of a rotavator based on expected use. He agreed to report back to the next Parish Council meeting with this information. **CLLR BRACKING**

14.5 Recreation ground / Invicta Panthers rugby club

Three residents from Church Street attended the meeting and expressed the following concerns regarding recent use of the recreation ground :

- Despite the conditions voted for by the Parish Council at the PC meeting on 10th February, the rugby club had been using the area behind numbers 74 to 84 Church Street for training on Saturday 21st February and wear had occurred to the grass just from this one use. The football club had also used the area briefly for training on Saturday 28th February.
- The rugby club was still advertising contact details on their website as 'The Jungle, Boughton Monchelsea recreation ground' despite assurances that this would be removed
- Parking in Church Street on Saturday 28th February had been chaotic with two close shaves when cars had been seen reversing out of the social club car park onto Church Street. Numerous cars had been parked on both sides of the road near to the junction and some cars were also parked on Church Hill. The village hall had been in use that morning in addition to the football and rugby use. The rugby club had only been training, not playing that morning and therefore only one team had been present, not two. The recreation ground committee had assured that there would be no rugby use when the hall was hired out for weddings but residents were concerned that parking would be an issue when the hall was in use for other purposes too - WI events, church events, parties etc

Cllr Bray noted that parking problems already existed in Church Street due to the primary school. A resident stated that this parking was acceptable as the school was for local children, not an outside organisation.

Cllr Ellis noted that the overwhelming concern should be for the people and existing organisations of the parish.

Cllr Ellis proposed that an urgent meeting be set up with the village hall committee to discuss the issues in detail and agree a way forward. Cllrs Ellis, Bracking, Whybrow and Smith agreed to represent the Parish Council at this meeting. It was noted that the residents in attendance should also be invited. Cllr Clarke stated that the school should also have the opportunity to be represented. Clerk to arrange meeting.

CLERK

6. Declarations of Interest in Items on the Agenda / Declaration of Changes to the Register of Interests / Requests for Dispensations :

Cllr Ellis declared a non-pecuniary interest in item 11.3

Cllr Smith declared an interest in item 14.8

7. Matters outstanding from minutes (13th January) not included in agenda:

Item 11.2 : Cllr Brown stated that he would be meeting with resident, Mrs Black, regarding the war memorial plaque.

Item 9 : Cllr Ellis confirmed that he had met with Taylor Wimpey regarding the work required to Furfield Quarry and that this was now ongoing in preparation for Boughton Monchelsea Amenity Trust to take over responsibility for maintenance of the land.

Item 13.2 : Cllr Williams to contact Cllr Bracking regarding an allotment plot for Cornwallis school

CLLR WILLIAMS

8. Minutes of the meeting held on 13th January 2015, 3rd February 2015 and 10th February 2015:

The minutes of the Parish Council meeting held on 13th January 2015 were agreed as correct. The minutes of the extraordinary Parish Council meetings held on 3rd February 2015 and 10th February 2015 were also agreed as correct.

9. Clerk's report

The contents of the clerk's report were noted. The following points were highlighted:

- Parish hut : Maintenance work ongoing
- Footpath KM109 : KCC had now completed the remedial works to the path including laying a porous pipe beneath the surface and a new blacktop path surface
- Walk Meadow : Fly tipping of computer monitors and black bin bags of rubbish had been reported. Clerk to report to KCC and arrange removal
- Church Street play area : Awaiting price from contractor for refurbishment of roundabout, swings and log cabin slide.

CLERK

10. Finance Report:

Payments since last meeting (incl VAT) :

Parish Clerk	Clerk's expenses – stamps, agenda printing	39.00
P. Herrin	Flooding conference – entry fee	40.00
Solmco Ltd	Noticeboard refurbishment	936.00
KCC	Stationery	14.94
Solmco Ltd	Works to village sign on the green	726.00
Village hall committee	Hall hire	17.00
B. Mon. Village Institute	Social club hire for PC meeting	36.00
Thurnham Parish Council	Work undertaken by Joint Parishes Group (BMPC share)	89.26
Parish Clerk	Clerk's salary and expenses	1635.27

Receipts:

MBC	Play area grant	10,000.00
Allotment leaseholders	Allotment rent	87.00

Balances as at 26th February 2015 :

Current Account	37,715.02
Business Reserve	424.25
National Savings	293.52
Total Financial Assets	38,432.79

The above financial statement was accepted by members.

11. Correspondence:

- 11.1 MBC – Funding agreement 2015/16 : The funding agreement form was signed by Cllr Gershon and Cllr Ellis. Clerk to return to MBC. **CLERK**
- 11.2 Rifgin's Trust – Trustee nomination : The clerk explained that a letter had been received from the Trust requesting permission to appoint Rev Yvonne Salmon as a new trustee following the recent retirement of Rev Davis. The appointment of Rev Salmon was agreed by all members. **CLERK**
- 11.3 KCC – Consultation on future delivery of Library, Registration and Archive services in Kent : Cllr Ellis had declared an interest and left the room for the duration of this item. Cllr Gershon chaired the discussion. It was agreed that the following consultation response should be returned :
The Parish Council's preference is for the service to be kept in house. Members are concerned about KCC's abdication of responsibility and question what level of charitable funds the service would actually be able to attract. There is also concern about future cuts and the potential vulnerability of any partnership. **CLERK**
- 11.4 SMART – Invitation to meeting on 12th March : The clerk explained an invitation had been received from South Maidstone Action for Roads and Transport to attend their

meeting on 12th March in the Town Hall. It was agreed that the clerk and Cllr Whybrow would attend.

CLERK

12. Planning Report:

The following applications had been considered by the Planning and Licensing Committee:

MBC notified

- | | | |
|-----------|--|---------|
| 14/506338 | Woodside View, Park Lane, Boughton Monchelsea
Erection of single storey detached utility / day room unit for use in association with existing mobile unit
DECISION : The Parish Council would like to comment as follows :
The scale of the unit is far too big for the site and for the domestic use for which it is proposed. The unit is bigger than the mobile home that it is intended to be ancillary to. | 13/1/15 |
| 14/505113 | Beresford Farm, The Quarries, Boughton Monchelsea
Erection of single storey detached dwelling with associated car parking
DECISION : The Parish Council would like to see the application refused for the following planning reasons : <ul style="list-style-type: none">• The proposal represents back land development• The proposal falls outside The Quarries rural settlement boundary, as defined in The Maidstone Borough Wide Local Plan 2000• The proposal would have a detrimental effect on the adjacent conservation area• The design and materials are insensitive to the surrounding buildings and area in general• The proposal is set at an elevated level and would have a detrimental effect on the amenity of the existing properties around it (e.g. overlooking)• Access to the proposal is a concern | 13/1/15 |
| 14/506538 | Wierton Grange, Back Lane, Boughton Monchelsea
Listed building consent for internal alterations to convert laundry / servant's shall into kitchen and breakfast room, involving part removal of internal wall and forming new French door opening. Installation of conservation rooflights into existing laundry room tiled roof and removal of (and raising) vaulted ceiling. Lowering of existing laundry room (east facing) quadruple casement and re-sitting of salvaged single casement windows to rear lobby. Internal alterations to form WC / cloakroom, boot room, built in storage, new window opening to snug room and replacement leaded light to existing windows (replacing clear float glass). Installation of new timber canopy above existing back | 13/1/15 |

door and replacement of existing boiler room louvred doors.

DECISION : No objection / comment

14/506183 Stilebridge Paddock, Stilebridge Lane, Linton 13/1/15

Placement of 2 no mobile homes, utility blocks, touring caravans and stables and open paddock area

DECISION : The Parish Council would like to comment on the application as follows :

- The proposal constitutes an over concentration of sites in this location, which would cause material harm to the character and appearance of the countryside
- The utility blocks are too big for the site and for the domestic use for which they are proposed. The units are almost as big as the mobile homes that they are intended to be ancillary to

If the Borough Council is mindful to approve the application then the proposal should be adequately screened from the road and from the open countryside beyond

11/1948 Monks Lakes, Staplehurst Road, Marden --

Part retrospective planning application for the retention of two lakes known as Bridges and Puma and works to create 3 additional lakes all for recreational fishing, erection of clubhouse building and associated works and landscaping

DECISION : Not yet decided

15/500817 Wierton Cottage, Wierton Hill, Boughton Monchelsea --

Demolition of existing single storey conservatory and erection of a replacement garden room with slate roof

DECISION : Not yet decided

15/500820 Wierton Cottage, Wierton Hill, Boughton Monchelsea --

Listed building consent for demolition of existing single storey conservatory and erection of a replacement garden room with slate roof

DECISION : Not yet decided

15/500723 Tanglewood, Heath Road --

Conversion of outbuilding to two storey residential building with associated single storey side and rear extension

DECISION : Not yet decided

Items dealt with under delegated authority

None

The following application(s) have been APPROVED by MBC:

14/503193 32 The Quarries, Boughton Monchelsea
Two storey front extension

- 14/502411 The Orchards, Snowey Track, Off Park Lane, Boughton Monchelsea
Variation of condition 3 of MA/11/0744 to allow the removal of amenity block and the siting of additional 2 mobile homes on plot 3 with a total of 6 mobiles for the plot.
- 14/0578 East Lyewood House, Green Lane, Boughton Monchelsea
Change of use of an existing barn (including partial demolition works, alterations and extensions) to form a live / work unit
- 14/504583 Wood Cottage, Atkins Hill, Boughton Monchelsea
Two storey side and rear extension with accommodation in roof space
- 14/504300 Halfway Cottage, Boughton Lane, Boughton Monchelsea
Two storey side extension and single storey front extension

The following application(s) have been REFUSED by MBC:

- 14/504306 Spindlewood, Wierton Hill, Boughton Monchelsea
Insertion of two dormer windows on rear elevation and alterations on ground floor to extend bedroom into existing store

The following application(s) have been notified as WITHDRAWN

- 14/504732 Boughton Monchelsea Place, Church Hill, Boughton Monchelsea
Erection of a detached boiler house and chip store, to house biomass boiler and associated plant, as part of a biomass heating system for Boughton Monchelsea Place.
- 14/504735 Boughton Monchelsea Place, Church Hill, Boughton Monchelsea
Listed building consent for internal alterations associated with installation
of a biomass heating system, including replacement of oil boilers with heat exchangers, installation of pipework and modification of controls.

The following APPEAL(S) has / have been notified:

None

The following APPEAL DECISION(S) has / have been notified:

None

The following APPEALS have been notified as WITHDRAWN:

None

13. Representatives' Reports:

13.1 KALC: Cllr Ellis spoke regarding the reduction in housing numbers for the borough.

13.3 Village Hall & Recreation Ground : Cllr Whybrow noted that she had not been receiving copies of the village hall and recreation ground committee meeting minutes. Cllr Ellis asked the clerk to write to the committee requesting that all minutes be sent to Cllr Whybrow as the Parish Council's representative on the committee.

CLERK

13.4 Neighbourhood Watch : Cllr Williams was not present at the meeting. The clerk noted that contact with the Neighbourhood Watch representative seemed to be up and running again.

13.5 PACT : Cllr Date advised that he had not attended any meetings recently.

13.6 Bus group : Cllr Whybrow queried whether the bus group had been dissolved. She added that she had investigated prices for the provision of a minibus service for school students but the cost had been prohibitive.

14. Items for Discussion:

14.1 Parkwood Farm reservoir update : Cllr Herrin had produced an update report which was included in the agenda papers for the meeting. In summary :

- Due to the extreme unforeseeable floods during the winter of 2013/14, remedial work was now required to the reservoir and this would cost between £10,000 and £30,000 depending on whether underground pipe repair work was also required. This could only be determined when the area was excavated.
- It was hoped that funding for the remedial works would be provided by the Environment Agency, particularly since funding for the original work had been largely provided by DEFRA. If EA funding was not available then there would still be an engineering need for the work to be carried out and the sluice could not be operated until this was rectified.
- KCC Emergency Planning had now drafted an emergency plan for The Quarries, committing KCC to respond quickly with pumps in the event of flood waters in The Quarries threatening to flood properties. Boughton Monchelsea had now been recognised by KCC, along with places such as Yalding, as a vulnerable location in times of flood.

14.2 North ward update : Cllr Slater stated that a meeting between residents and OM would be taking place on 13th March.

14.3 Parish Council website / newsletter : Cllr Gershon advised that the Parish Council's website would soon be switching over to the free KCC website service.

Cllr Date advised that he had received correspondence from Coxheath twinning association asking whether they could include information on this in the Parish Council newsletter. Following discussion it was agreed that information regarding other parishes would not be included in the Parish Council newsletter but could be posted on the noticeboards and website.

14.4 Annual Parish Meeting arrangements : It was agreed that the focus of the Annual Parish Meeting this year should be as follows :

- Neighbourhood Plan (Update or Public Exhibition, to be agreed)
- Recreation ground
- Advertising village fete

Cllr Smith handed out an update paper to members on Neighbourhood Plan progress.

- 14.6 Proposed Jubilee Resource Hub : Cllr Slater noted that she had attended a recent meeting regarding the proposed Jubilee Resource Hub and advised that the organisation had asked whether the Parish Council would support this. Cllr Slater added that it would be located in a property close to the Royal Mail office in Bircholt Road. It was agreed that the Parish Council should send a letter of support.

CLERK

- 14.7 Decommissioning of Church Street phone box – possible use for public access defibrillator : It was agreed that the clerk should look into this and obtain costings.

CLERK

- 14.8 Boughton Monchelsea conservation area management plan : The clerk noted that MBC had e-mailed the Parish Council on 27th February with a draft Management Plan for the three Boughton Monchelsea conservation areas. Comments on the draft were required by 13th March.

Cllr Gershon advised that he and Cllr Munford had met with conservation officer, Mike Parkinson, and that Cllr Munford had arranged for MBC funds to be allocated for Mr Parkinson to work on this. It was felt that MBC had not engaged with the Parish Council in producing this draft document. It was agreed that the clerk should write to MBC to advise that the deadline of 13th March is insufficient and that the Parish Council will respond in due course.

CLERK

15. Deferred items schedule :

- 15.1 Nothing to report

16. Any Other Business

- 16.1 Cllr Bray noted the possibility of a future combined doctors surgery at Clockhouse Farm, Coxheath

- 16.2 Cllr Whybrow asked members for their help in advising of any contacts who could be of benefit for this year's village fete

- 16.3 Cllr Bracking asked the clerk to amend the parish noticeboard information to suit his new phone number.

CLERK

- 16.4 Cllr Evans advised that there would be another village litter pick before May.

17. Date of Next Meeting:

The next Parish Council meeting will be held on Tuesday 5th May 2015. There being no further business the meeting closed at 9.10pm

MINUTE 15 (Parish Council meeting 3 March 2015)

SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 3 March 2015
16.1.07	Furfield Quarry	Methane monitoring	Update reports obtained & passed to Cllr Fuller / meeting of Custodian Trustees. Need to write to planning authority asking whether methane is being monitored (4.3.08, 6.5.08, 15.7.08). Up to date report received. Ensure reports requested annually (2.9.08). Clerk to request latest report (6/7/11, 6/9/11). Latest report requested. Page & Wells to set up meeting with relevant parties to discuss (1/11/11). Meeting took place 9/12/11. Next meeting due December 2012. Clerk to request financial information from MBC (3/7/12). Correspondence received 23/7/12. Cllr Ellis to arrange further meeting with relevant parties (4/9/12, 6/11/12). Clerk to arrange further meeting (8/1/13). Meeting with MBC arranged for 17 th June. Cllrs Ellis and Evans to attend (7/5/13). Further meeting to be arranged (2/7/13). Meeting arranged for 5 th September. Cllrs Ellis and Evans to attend (3.9.13). Cllr Ellis and Evans attended meeting on 5 th Sept (5.11.13). Clerk to arrange further meeting (6/5/14, 1/7/14). Contacted MBC's Duncan Haynes 12/8/14 to arrange meeting. My Haynes has advised that he will be meeting with the consultant who manages the methane monitoring system on site in September and will arrange a meeting following this (2/9/14). Meeting with Duncan Haynes arranged for Weds 10 th Dec at 10am. Cllrs Ellis and Evans to attend (4/11/14). Cllrs Ellis and Evans attended meeting on 10 th Dec. Borough Council officer, Duncan Haynes is now arranging an annual meeting between MBC, the Parish Council and trustees of the Skinner Trust. Awaiting confirmation of date (13/1/15, 3/3/15)