

BOUGHTON MONCHELSEA PARISH COUNCIL

Minutes of the Parish Council Meeting held on 6th November 2012 In Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.30pm

Present:

Cllrs S. Munford (Chairman)
 C. Bracking
 S. Evans
 I. Ellis
 J. Thompson
 J. Gershon
 W. Brown
 M. Bray
 D. Smith

Parish Clerk
KCC Warden, Liz Lovatt
2 no. parishioners

1. **Apologies:**
Apologies were received from Cllrs Herrin, Date, Williams, Lewis and Clarke and PCSO Neil Denney
2. **Notification of late items for inclusion on the agenda**
None
3. **Standing Order 61: To decide whether the public and press should be excluded from the meeting for any item.**
No exempt items
4. **Reports from Maidstone Police / PCSO and KCC Rural Community Warden**
PCSO Neil Denney was unable to attend the meeting but had provided crime figures to the clerk in advance, as follows :
1st September 2012 to 28th October 2012 – six crimes overall including three burglaries, two incidents of criminal damage and one theft.

Over the same period in 2011, 15 crimes were committed.

Cllr Munford noted that PCSO Matt Thomas had now left the post but that a replacement would hopefully be in place in the near future. It was agreed that a letter should be sent to the Police expressing thanks for PCSO Thomas's work within the parish.

CLERK

KCC Warden, Liz Lovatt reported as follows :

- No problems were reported associated with halloween or bonfire night
- Heating oil had been stolen from a residential tank in Heath Road
- Scrap metal had been stolen in Hermitage Lane and two hedge cutters, four chainsaws and one leaf blower had been stolen from a property in Amber

Lane

- A resident had recently raised concern about concealed driveways on Heath Road close to the junction with Brishing Lane. Liz stated that she had contacted Kent Highways to ask if they would consider erecting a 'concealed entrances' sign near the property known as 'Tanglewood'
- Recent flytipping in Brishing Lane, Loddington Lane, Church Hill and Cliff Hill Road
- Maidstone Borough Council had held a 'Bag and flag' day in the village in October. Leaflet drops had also been carried out in Church Street, Lewis Court Drive and Meadow View Road to educate residents and let them know what action can be taken regarding dog fouling
- A company had been contacting residents with the offer of 'free' burglar alarms. It was noted that some companies have very high monitoring costs and that they should not be making false promises that their systems offer a faster response by the Police or fire service
- In association with Neighbourhood Watch, Liz advised that she had applied for funding from several sources to help produce and distribute an electrical safety booklet to all residential properties in the Maidstone borough. The booklet has received approval from the Electrical Safety Council, Kent Fire and Rescue Service, Kent Trading Standards and Family Mosaic (The Home Improvement Agency). Leaflets will be sent out to 67,000 properties in the borough.

Cllr Munford asked whether there had been an increase in fly tipping within the parish due to recent changes to the Maidstone Borough Council tip arrangements. Liz stated that there had been no noticeable increase.

5. Open Quarter:

Resident, Alison King, asked whether the Maidstone Business Association could attend the next Parish Council to speak to members. Cllr Munford asked Mrs King to notify the Clerk in advance on what they would like to discuss.

Chairman of the Boughton Monchelsea Scouts Fundraising Group, Mr Robin Fuller, addressed the meeting. Mr Fuller explained that the Scout Group had produced a leaflet recently containing details of various walks within the parish. He added that these leaflets were being sold at £2 each to raise funds for the Scout Group and that an application had been made to County Councillor, Eric Hotson for a £300 contribution towards the leaflet printing costs. As the leaflets had already been printed however, Mr Fuller explained that KCC would probably not be able to retrospectively fund this. It was agreed that, should KCC funding not be forthcoming then the Parish Council would contribute £300 towards this. Proposed by Cllr Ellis, seconded by Cllr Gershon. Agreed by all members. Cllr Gershon asked whether (once all the walk leaflets have been sold) the Parish Council could put the leaflet on its website. Mr Fuller agreed to this.

Mr Fuller explained that Boughton Monchelsea Scout Group would like to improve the public footpaths around the village and make them more accessible to people with wheelchairs and pushchairs. He added that approximately 1km of existing

footpath through Boughton Quarries is at present inaccessible to many people because of the uneven surface. The proposal would be to create a smooth surfaced path using a rural construction. Drainage would also be needed to prevent ponding at low points and erosion on steeper gradients. It would be possible to create a circular route starting and finishing at Boughton Green and part of the proposed route would follow Beresfords Hill where suitable footpaths have already been created by the Parish Council.

Mr Fuller added that this would be an ambitious project for the Scouts and that major fundraising would be required. He added that the aim would be to have started physical work on the path in time for Scout Community Week in June 2013. Mr Fuller asked whether the Parish Council would lend its support to the proposed scheme. Members agreed in principle to this. Cllr Munford stated that perhaps this might be something the Army might consider assisting with as part of its work in the community.

Cllr Munford thanked Mr Fuller on behalf of the Parish Council for his hard work assisting with the jubilee fete and for his ongoing work with the Scouts.

6. Declarations of Interests:

As a trustee of the Rifgins Trust, Cllr Ellis declared an interest in item 11.2

7. Matters outstanding from minutes (4 September) not included in agenda:

Item 7 Conservation areas : Cllr Munford stated that in principle Maidstone Borough Council are happy with the Parish Council carrying out some of the necessary work required to enable areas within the parish to be designated as conservation areas.

Item 7 Cock Street conservation area : Cllr Ellis expressed concern at the area of land adjacent to Boughton Service Station being used for the storage of cars and queried whether the extent of this was in excess of what the planning permission allowed. Clerk to query this with Maidstone Borough Council. **CLERK**

Item 7 Finger posts : Cllrs Munford and Bray to pursue purchase and erection of new finger posts to sign at junction of Green Lane and Gandy's Lane.

CLLR BRAY / CLLR MUNFORD

Item 7 Gypsy sites : Cllr Munford stated that he will provide an update on the total number and occupancy of gypsy sites within the parish and in neighbouring parishes in due course. **CLLR MUNFORD**

Item 11.3 Core Strategy Consultation : It was noted that two small sub-groups had been formed to formulate responses to the consultations and that responses had been forwarded as follows :

Core Strategic Site Allocations : Response forwarded by clerk on 14/9/12

Maidstone Integrated Transport Strategy : Response forwarded by Cllr Thompson on 28/9/12

Item 14.1 Parkwood Farm reservoir : Cllr Munford stated that the pipe lining was still leaking but that the contractor was carrying out further investigations and this

would be resolved in the near future. Cllr Munford asked for volunteers to operate the sluice if and when required over the two month period until the next Parish Council meeting in January. Cllrs Bray, Ellis and Smith agreed to volunteer for this and the clerk gave each a set of parish office keys to enable them to get to the necessary equipment to take with them when accessing and operating the sluice.

Item 14.4 Parish Council website : Cllr Thompson advised that the website operating system is approaching renewal and that she and Cllr Gershon had met with Esferico to discuss future development of the website. She added that Esferico will provide website management training free of charge for Councillors and the clerk. Cllrs Thompson and Gershon to arrange. Cllr Munford thanked Cllr Thompson and Gershon for their recent hard work on the website.

CLLR THOMPSON / CLLR GERSHON

Item 16.5 Speedwatch : Cllr Date was not at the meeting but had provided a written report for members which is summarised below :

- Posters produced for the noticeboards and website in an effort to find more Speedwatch volunteers
- Community Speedwatch team are prepared to come to the parish to carry out Speedwatch training. Session will be arranged when hopefully a few more volunteers have come forward
- Site survey will be carried out in Marlpit with a view to hopefully establishing a new Speedwatch site there
- Request received via Chart Sutton Parish Council for Marden Parish Council to be allowed to use Speedwatch equipment. It was noted that Sutton Valence Parish Council were one of the three Councils to purchase the equipment originally but had not used it for the last two years. Members agreed to this provided Sutton Valence Parish Council were made aware of the arrangement.

CLLR DATE

8. Minutes of the meeting held on 4 September 2012:

The minutes of the meeting held on 4 September 2012 were agreed as correct. Proposed by Cllr Bracking, seconded by Cllr Ellis. Agreed by all members.

9. Clerk's report

The contents of the clerk's report were noted. The clerk provided an update on the report as follows :

- Repairs to Church Street play equipment – awaiting quote from Maidstone Borough Council
- Village hall flat roofing – stage payment made to contractor (from grant monies awarded by Parish Council)
- Complaint received from resident regarding footpath KM108 between Heath Road and Haste Hill Road. Path very overgrown. Clerk reported to KCC and advice received that path will be cut within next four weeks

10. Finance Report:

Payments since last meeting (incl VAT) :

Village hall committee	Hall hire	12.75
Clerk	Agenda printing	51.30
1 st Boughton Monchelsea Brownies	Grant	250.00
Kent County Council (KCS)	Stationery	38.30
Kent County Council (KCS)	Newsletter printing	264.00
RIP Cleaning Services Ltd	Dog bin emptying / August	54.00
PMC Planning	Neighbourhood planning consultancy work	1000.00
Supplies Team	Printer cartridges	72.55
The Mulberry Tree	Catering for Mike Fitzgerald leaving event	288.00
EDF Energy	Electricity to parish hut	30.00
Village hall committee	Hall hire	42.75
RIP Cleaning Services	Dog bin emptying / September	43.20
Audit Commission	Audit fee	660.00
KALC	Conference fee	72.00
Mail Publications Ltd	Public notice in Downsmail ref PC adopting new code of conduct	60.38

Receipts:

Allotment leaseholders	Allotment rent	1000.50
MBC	Concurrent functions grant – second instalment	5885.00

Balances as at 30th October 2012 :

Current Account	37377.92
Business Reserve	423.77
National Savings	277.21
Total Financial Assets	38078.90

Cllr Smith proposed that the above financial statement be accepted. Seconded by Cllr Ellis, agreed by all members.

11. Correspondence:

11.1 Mrs Whybrow – Application to be co-opted onto Parish Council : Mrs Whybrow's application was discussed at length by members. It was noted that the vacancy was for a north ward Councillor but that Mrs Whybrow lives on Heath Road. Despite advertising the vacancy however, no north ward parishioners had come forward as potential candidates. It was agreed that Mrs Whybrow would be an asset to the Parish Council and had already volunteered her services earlier in the year as a member of the jubilee committee. Mrs Whybrow was therefore co-opted onto the Council by a unanimous vote. As she was unable to attend the meeting due to holiday it was agreed that Mrs Whybrow should be allowed to sign the declaration

of acceptance of office with the clerk at a later date. Clerk to inform MBC of co-option. **CLERK**

It was suggested that a sub-group should be formed, consisting of the four north ward Councillors, to focus on the issues specifically affecting north ward parishioners. Cllr Thompson proposed that such a group be set up. Seconded by Cllr Ellis and agreed by all members. Clerk to contact north ward Councillors regarding this such that an initial meeting can be arranged. **CLERK**

- 11.2 Rifgins Trust – Re-appointment of trustees by Parish Council : Cllr Ellis had declared an interest in this item, being a trustee of the Rifgin's Trust and left the room during discussion and voting on this item.

The clerk noted that a letter had been received from the Rifgins Trust requesting permission for the current four trustees to be re-appointed for a further term of office. It was noted that the Parish Council had gained control of the Trust in the 1980's and as such were responsible for the appointing of trustees. Cllr Munford proposed that the current trustees be re-appointed, seconded by Cllr Bray. A vote was taken with eight members for and one member abstaining. The proposal was therefore agreed. Clerk to inform secretary of Rifgin's Trust accordingly. **CLERK**

- 11.3 E-mail from parishioner regarding Walk Meadow : The clerk explained that an e-mail had been received from a parishioner regarding the maintenance of Walk Meadow. The parishioner suggested that the Parish Council might consider cutting the whole meadow rather than just pathways through it. The resident congratulated the Council on providing such a facility for the Parish but felt that the area could be made more dog and picnicker friendly by turning the area into more of an open space. Members discussed the contents of the e-mail at length but noted that Walk Meadow was primarily a nature reserve with walkways provided through it. These walkways are cut several times a year to allow public access to be maintained. It was also noted that, in time, Boughton Monchelsea Amenity Trust would be producing a strategic land plan at which time the resident's proposal would be considered again. Clerk to write to parishioner accordingly. **CLERK**

- 11.4 KALC – Progress on Localism questionnaire : It was agreed that a response to this consultation would be formulated by Cllrs Thompson, Evans and Gershon in conjunction with the clerk. **CLERK**

12. **Planning Report:**

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

		MBC notified
MA/12/1475	Heinz Orchard, Wierton Hill, Boughton Monchelsea Applicant : Mr Thirkell Erection of a steel framed agricultural building DECISION : No objection / comment	4/9/12
MA/12/1266	Former Whatman Site, Parkwood Industrial Estate, Bircholt Road, Maidstone Applicant : Artesian Property Partnership and Royal Mail	4/9/12

	An application for advertising consent for the installation of 2 no non-illuminated fascia signs and 7 no non-illuminated freestanding directional signs DECISION : No objection / comment	
MA/12/1524	Unit 3, Integra, Bircholt Road, Maidstone Applicant : Linnell (Parkwood) LLP Variation of condition 6 of permission MA/07/1094 (Erection of 40 commercial units for a mixture of B1, B2 and B8 use and renovation of existing building) to allow the creation of a mezzanine floor for storage purposes only within Unit 3 'Integra:me' DECISION : No objection / comment	21/9/12
MA/12/1581	6 Church Street, Boughton Monchelsea Applicant : Mr Wright Installation of rear dormer window to facilitate loft conversion DECISION : No objection / comment	9/10/12
MA/12/1493	Wierton Cottage, Wierton Hill, Boughton Monchelsea Applicant : Mr Lewis Garden shed DECISION : No objection / comment	9/10/12
MA/12/1696	Brishing Court Stables, Brishing Lane, Boughton Monchelsea Applicant : Mr Blundell Listed building consent for works involved in the conversion of the stables to an independent dwelling DECISION : The Parish Council do not wish to object to the application but would like to comment as follows : <ul style="list-style-type: none"> • The Borough Council should ensure that access, parking and amenity space to the property are adequate • The materials used in the conversion should be sympathetic to the existing barn • The barn can only function as an annexe to the main building and should therefore remain part of the overall complex and not become a separate demise 	9/10/12
MA/12/1610	57 Church Street, Boughton Monchelsea Applicant : Mr McGinlay Erection of a two storey rear extension DECISION : Not yet decided	--
MA/12/1835	Plot 4, land west of, Church Hill, Boughton Monchelsea Applicant : Mrs Brett Retention of breeding pens, bird runs, rearing unit, aviary and feed store; temporary stationing of a mobile home; and the siting of new brooding and rearing sheds DECISION : Not yet decided	--
MA/12/1807	Travis Perkins Ltd, Bircholt Road, Maidstone	--

Applicant : Travis Perkins Ltd
Erection of a new covered storage building
DECISION : Not yet decided

The following applications have been APPROVED by MBC :

- MA/12/0569 East Hall Barn, East Hall Hill, Boughton Monchelsea
An application for Certificate of Lawful Development for existing use being use of barn for an ancillary storage building to East Hall Cottage for a period in excess of four years as described in MA/11/2048
- MA/12/1265 Former Whatman Site, Parkwood Industrial Estate, Bircholt Road, Maidstone
Application to discharge conditions relating to MA/11/1540 (Demolition of existing buildings and construction of a new Royal Mail Delivery Office (Class B8 use) together with the construction of a new footpath along part of the existing access road)
- MA/12/1266 Former Whatman Site, Parkwood Industrial Estate, Bircholt Road, Maidstone
An application for advertising consent for the installation of 2 no non-illuminated fascia signs and 7 no non-illuminated freestanding directional signs
- MA/12/1267 Former Whatman Site, Parkwood Industrial Estate, Bircholt Road, Maidstone
Application for non material amendments to MA/11/1540 (Demolition of existing buildings and construction of a new Royal Mail Delivery Office (Class B8 use) together with the construction of a new footpath along part of the existing access road)
- MA/12/1274 Gravitts Cottage, Peens Lane, Boughton Monchelsea
Reconstruction of building above first floor level due to woodworm infestation, plus first floor rear extension and adjustment to fenestration of front elevation
- MA/12/1475 Heinz Orchard, Wierton Hill, Boughton Monchelsea
Erection of a steel framed agricultural building
- MA/12/1524 Unit 3, Integra, Bircholt Road, Maidstone
Variation of condition 6 of permission MA/07/1094 (Erection of 40 commercial units for a mixture of B1, B2 and B8 use and renovation of existing building) to allow the creation of a mezzanine floor for storage purposes only within Unit 3 'Integra:me'
- MA/12/1581 6 Church Street, Boughton Monchelsea
Installation of rear dormer window to facilitate loft

conversion
TA/0118/12 Boughton Monchelsea Place, Church Hill,
Boughton Monchelsea
Tree Preservation Order application : TPO No 1 of
1995 : an application for various works to trees

The following applications had been REFUSED by MBC:

None

The following application(s) have been notified as WITHDRAWN

None

The following APPEALS have been notified:

None

The following APPEAL DECISION(S) have been notified :

None

The following APPEALS have been notified as WITHDRAWN:

None

Cllr Smith noted that MBC had now approved the Parish Council's Neighbourhood Plan application.

13. Representatives' Reports:

13.1 KALC: Cllr Ellis advised that the KALC Parish Services Scheme petition had now reached approximately 3470 signatures and that this would be presented to MBC at its meeting on 12th December at 6.30pm in the Town Hall. He added that due to the number of signatures obtained, MBC would be forced to debate this issue at the meeting.

13.2 Allotments : Cllr Gershon suggested that the Parish Council should encourage plot holders to insure themselves adequately against loss or damage to personal tools and equipment stored up at the allotments. Cllr Bracking suggested that the Allotment Society add a note to this effect on the noticeboard on the allotment field.

CLLR BRACKING

Cllr Bracking noted that a bonfire evening was being held at the allotments on 1st December and that this would be advertised on the Parish noticeboards.

It was agreed to bring forward item 14.3 on the agenda.

14.3 Allotments – proposed revised lease agreement : A draft revised lease agreement had been prepared by Cllr Evans. The clerk and Cllr Bracking had reviewed this and requested that the following amendments be made :

- Top section page 1 – delete 'consisting of square metres as recorded in the register of allotment gardens kept by the Council'
- Section A Item 7 – delete whole item

- Section A Item 19 - delete 'to no more than one quarter of the plot'
- Section A Item 23 – substitute 'September' for 'October'
- Section B Item 5.3 – delete whole item

Cllr Bracking proposed that, with the above amendments, the draft revised agreement be accepted. Seconded by Cllr Smith, agreed by all members. Clerk to produce final version which should be used for all new tenancies. **CLERK**

13.3 Village Hall & Recreation Ground : Cllr Bray stated that a number of residents had approached him regarding the possibility of installing outdoor exercise equipment for adults in the recreation ground. He added that he would be proposing this to the village hall committee and asked whether the Parish Council might consider contributing financially towards this. Members discussed this at length but it was felt that even if grants could be obtained towards the purchase and installation of equipment it would not be sustainable due to the ongoing maintenance costs for the equipment and the ground surrounding it. It was noted that the children's play area in Church Street was currently a priority as the recent insurance report had noted a number of items to be attended to. Cllr Smith added that the Scouts proposal for works to the footpath network was a more sustainable proposal, giving the opportunity for healthy walks around the parish. Cllr Gershon suggested that the Parish Council might look into the longer term aspirations for the Parish in this respect and agreed to assist in taking this forward. **CLLR GERSHON**

13.4 Neighbourhood Watch: Cllr Williams was not present at the meeting.

13.5 PACT : Cllr Date was not present at the meeting.

13.6 Bus group : Nothing to discuss.

14. Items for Discussion:

14.1 Church Street improvements and Heath Road interactive road signs – match funding : The clerk explained that County Councillor, Eric Hotson had agreed to award £7500 to the Parish Council from his member highway fund towards improvements to Church Street or interactive signs for Heath Road, provided that the Parish Council would match fund this amount. It was noted that Cllr Munford, Cllr Evans and the clerk had met with Kent Highways recently to discuss various options. Members discussed the possibility of purchasing interactive signs for Heath Road but it was felt that these had limited effectiveness and therefore this should not be pursued at this stage. Cllr Ellis proposed that the Parish Council spend up to £7500 on improvements to Church Street to match fund the grant from Cllr Hotson. Seconded by Cllr Smith and agreed by all members. Clerk to arrange further meeting with Kent Highways to take this forward. **CLERK**

14.2 Parkwood Farm reservoir – flood operation team for next two months : Covered in item 7 above

14.4 Grants – wish list : Councillors had been asked by the Chairman to identify any particular projects that the Council might wish to pursue in terms of finding and applying for grant funding. The following items were suggested by members :

- Youth club
- Play equipment
- Funding for works to land owned by Boughton Monchelsea Amenity Trust to make it more accessible to the public
- Extension of village hall
- Picnic benches on Greensand Way
- War memorial
- Quality street furniture

Cllr Brown agreed to look into the above suggestions

CLLR BROWN

14.5 Carols on the Green – 7.30pm 17th December 2012 : The following arrangements for Carols on the Green were confirmed :

- Christmas tree to be sourced by Cllr Ellis and erected on Saturday 8th December at 10am. Volunteers required to assist
- Clerk to arrange soup with Mrs Stroud
- Clerk to purchase mulled wine, mince pies and sausage rolls. It was noted that up until now Councillors had contributed £10 each of their own money each year for the refreshments. Cllr Munford proposed that since the event had now grown the Parish Council should now fund the refreshments up to a maximum of £150 per year. Seconded by Cllr Thompson, agreed by all members
- Cllr Bray suggested it would be nice if this year's event could be candlelit. It was agreed that the clerk should contact the primary school headteacher to ask if they would support this by including a note in their newsletter asking children to bring their own candles in suitable holders.

CLERK / ALL CLLRS

14.6 Emergency Plan : Cllr Brown spoke regarding an event he had attended on 27th October at Maidstone Fire Station, hosted jointly by Kent Fire and Rescue Service and KALC. The event had dealt with issues regarding the preparedness of communities for dealing with significant fires and emergencies. Cllr Brown questioned whether the Parish Council should have an emergency plan and whether a pro-active stance should be taken on fire prevention in the parish. It was agreed that a small sub-group should be formed to take this forward. Cllr Brown agreed to lead the group and Cllr Thompson agreed to join. It was suggested that Cllr Clarke who was not present at the meeting might like to join and also perhaps local resident, John Phillips.

CLLR BROWN

Cllr Gershon suggested that the Parish Council should obtain copies of any emergency plans produced by both the Borough and County Councils. Cllr Brown stated that he had obtained a copy of the plan produced by Staplehurst Parish Council who had recently had to act on their plan when a large fire occurred in Staplehurst High Street.

14.7 Fire prevention : Cllr Brown had provided a written report for members on the Fire and Emergency event he attended and spoke regarding a fire which took place in Grafty Green at which it had taken valuable minutes to find the water hydrant, as even though the fire brigade had a plan of its position it was buried under roadside debris. As a result of this fire, this particular Parish Council has taken the following positive actions :

- Volunteers visit the hydrants within the parish and check they are clear of debris and visibly marked
- A schedule of alternative water supplies has been produced, e.g. swimming pools, ponds etc with Kent Fire & Rescue having access to this information
- The Parish Council provide fire prevention advice in the parish and local magazines
- Regular meetings take place with Kent Fire & Rescue

It was agreed that as a first step for Boughton Monchelsea, an article could be produced for the next newsletter, entitled 'Prevent Fire at Christmas'. Cllr Brown agreed to action this.

CLLR BROWN

Cllr Brown also agreed to try to obtain information on exactly where all the fire hydrants are within the parish so that this information can be kept on record.

CLLR BROWN

14.8 Parish Council Complaints procedure including guidance on vexatious and persistent complaints and guidance on remedies for justified complaints : Cllr Gershon had amended the draft complaints policy with regard to accessibility. Cllr Munford proposed that the revised policy be accepted by the Parish Council. Seconded by Cllr Evans and agreed by all members.

It was noted that most issues would be resolved verbally and informally without need for reference to the complaints policy.

Cllr Munford thanked Cllr Gershon for his work in producing the policy.

It was agreed that discussion regarding the vexatious and persistent complaints policy would be deferred until the next meeting.

14.9 Boughton Mount folly and ha ha – update on listing application : Cllr Gershon advised that he had now submitted an application for listing of the folly and ha ha, linking in with the surrounding gardens. He added that Maidstone Borough Council had agreed to support the application. Cllr Gershon to advise on progress in due course.

CLLR GERSHON

15. Deferred items schedule :

Nothing to discuss

16. Any Other Business :

16.1 The clerk reminded Councillors of the remembrance day service taking place at St Peters church on 11th November and stated that a cheque for £350 for the Royal British Legion had been delivered via the church. It was noted that this donation had been agreed at the Parish Council meeting in May 2012 at the same time as other donations and grants. Cllr Thompson offered to attend the church service and lay the poppy wreath on behalf of the Parish Council.

16.2 Cllr Thompson asked for members to forward content to her for the next edition of the Parish Council newsletter, to be sent out to parishioners in early December. Cllr Ellis agreed to produce an article on the Rifgin's Trust, for inclusion

ALL CLLRS

16.3 Cllr Bracking asked whether a further walkaround of land owned by the Amenity Trust could be organised for members. It was agreed that this would be arranged in the Spring.

CLLR MUNFORD

17. Date of Next Meeting:

The next meeting will be held on Tuesday 8th January 2013 at 7pm in the committee room of the village hall. There being no further business, the meeting was closed at 10.35pm.

MINUTE 15 (Parish Council meeting 6 November 2012)

SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 6 November 2012
11.3.03	Wierton Place	Victorian Greenhouses – conservation	MBC set up liaison group with owner's agent & architect. Considering enabling development. Meeting requested with MBC's Conservation Officer. Clerk to complain to CE MBC about lack of action and commitment to preserve these listed buildings (4.7.06). Response discussed mtg 5.9.06. Update report received from MBC (6.3.07). Clerk to write to MBC requesting that this is added to the enforcement action report. (7/7/09). E-mail sent to MBC (Denise Roy) on 22/8 requesting that this case is added to the report and requesting information on its status (1/9/09). Requested update on this case 4/4/11 however planning application MA/11/0511 received 14/4/11 incorporating proposal to convert greenhouse into houses. MA/11/1511 remains undecided by MBC (5/7/11, 6/9/11, 1/11/11, 10/1/12, 7/3/12, 3/7/12, 4/9/12, 6/11/12)
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)
7/3/12	Brishing Lane	Speed limit	It was noted at the PC meeting on 7/3/12 that a 20mph zone pilot scheme was currently in operation in Maidstone but that this pilot would be ongoing for the next 18 months. It was therefore agreed to put this item on the deferred items schedule to be reviewed again from September 2013.