

## BOUGHTON MONCHELSEA PARISH COUNCIL

**Minutes of the Parish Council Meeting held at 7pm on 5<sup>th</sup> March 2024  
in the main hall of Boughton Monchelsea village hall, pursuant to notice.**

### **Present:**

Cllrs        S. Munford  
              A. Humphries  
              D. Redfearn  
              J. Green  
              S. Lane  
              D. Smith  
              L. Date  
              R. Martin  
              R. Edmans  
              R. Garland  
              T. Oladimeji  
              A. Dawes

Parish Clerk

1. **Apologies:** Apologies were received from the following members. Reasons for apology are noted in brackets : Cllr Jessel (holiday), Cllr Brown (holiday)

It was noted that Cllr Nolan Wilde had resigned from the Parish Council earlier in the day.

2. **Filming of meetings : Request for notification of whether any person intends to film, photograph or record any item**

No intention to film the meeting was expressed.

3. **Notification of late items for inclusion on the agenda**

No late items.

4. **Standing Order 61: To decide whether the public and press should be excluded from the meeting for any item.**

No excluded items.

5. **Reports from PCSO / KCC Community Warden / KCC Councillors**

The clerk had compiled the crime figures from the e-watch.co website. During January and February there had been no reported crimes in south ward and 2 reported crimes in north ward (window damaged / mobile phone stolen).

Recent incidents involving the firing of ball bearings were discussed.

6. **County Councillor updates**

Neither Cllr Parfitt-Reid nor Cllr Cooke were present at the meeting. Members expressed their disappointment at the lack of attendance of County Councillors and north ward Borough Councillors at Parish Council meetings.

**7. Borough Councillor updates**

Cllr Munford provided an update on the level of Council tax for 24/25. The MBC portion of Council tax would rise by 3% from last year with an overall rise of 4.7%.

Cllr Munford confirmed that he would not be standing as a candidate in the forthcoming Borough Council elections. He added that Anne Dawes would be standing as an independent candidate.

**8. Open Quarter :**

Nothing was discussed.

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

Due to their involvement with St Peters Church, Cllrs Martin and Dawes declared an interest in item 14.1 Letter from St Peters Church regarding churchyard mowing costs.

As village hall trustees Cllrs Smith, Humphryes, Martin and Garland declared an interest in item 18.1 Village hall remodelling update.

As residents of The Quarries, Cllrs Edmans, Redfearn and Garland declared an interest in item 18.2 Parkwood Farm reservoir.

Cllrs Dawes and Oladimeji had completed dispensation forms to allow them to vote on BMAT matters. These forms were approved by the clerk.

All members except Cllr Munford were given dispensation to vote on any matters relating to BMAT. It was noted that Cllr Munford does not require dispensation as he is not a BMAT trustee.

**10. Matters outstanding from minutes (16<sup>th</sup> January 2024) not included in agenda:**

16.2 The clerk advised that she and Cllr Martin had carried out a recent inspection of the Langley Park allotments and several plot holders had since been given notice to start working their plots

16.7 Gaps in the hedgerow along Beresfords Hill had been planted with new saplings

16.7 It was noted that MBC cameras had been deployed to fly tipping hot spots and funds were being invested in new, live stream cameras

17.2 Cllr Lane advised that he had ordered the new memorial board for the village hall

17.5 Cllr Munford to liaise with staff at the Linton medical hub regarding use of S106 funds for transport to and from the surgery

18.2 Cllrs Edmans and Redfearn agreed to act as flood wardens for the next two month period

19 Cllr Redfearn stated that he would be jet washing play equipment in the Church Street play area during early April

**11. Minutes of the meetings held on 16<sup>th</sup> January 2024 and 8<sup>th</sup> February 2024 :**

Cllr Martin proposed that the minutes of the Parish Council meeting held on 16<sup>th</sup> January 2024 be approved as correct. Seconded by Cllr Dawes and agreed by all members.

Cllr Humphryes proposed that the minutes of the extraordinary Parish Council meeting held on 8<sup>th</sup> February 2024 be approved as correct. Seconded by Cllr Date and agreed by all members.

**12. Clerk's report**

The contents of the clerk's report were noted.

It was agreed to bring forward item 17.4 on the agenda.

**17. Decision items :**

**17.4 Increased KC cost for Furfield Quarry legal opinion :**

It was noted that funding for the Furfield Quarry legal opinion of up to £6,500 had been agreed at the Parish Council meeting on 16<sup>th</sup> January 2024. Cllr Martin proposed that this funding be increased from £6,500 to £7,500. Seconded by Cllr Edmans and a vote was taken with 9 for, 2 against and 1 abstention. Motion therefore carried.

**13. Finance**

**Payments from current account since last meeting ( incl VAT ) :**

Nat West	Bankline fees	88.10
R. Stroud	Fence repairs – Furfield Park open space ( <b>BMAT</b> )	80.00
Parish Clerk	Clerk's January salary – paid by standing order	1,600.00
Scribe	Accounts software – annual fee	645.84
Wynsdale Waste	Dog bin emptying - December	105.96
Parish Clerk	Clerk's January salary – paid by bank transfer	152.09
Parish Clerk	Clerk's January expenses	53.33
HMRC	Tax and NI - January	514.13
Nat West	Bank fees	1.40
Transfer to BNG funds account	BNG funds received from Adonis Blue	20,000.00
Village hall comm.	Hall hire - January	39.00
Wynsdale Waste	Dog bin emptying - January	105.96
John Cook	Construction of accessibility ramp to village hall	2,400.00
CSG Global	Laminating pouches and A4 envelopes	34.78
CSG Global	A4 copier paper	25.09
Salvation Army	Donation to Salvation Army following carols on the green	350.00
Nat West	Bankline fees	86.30

**Receipts into current account since last meeting:**

KCC	Member grant – towards village hall accessibility ramp	1,000.00
Allotment leaseholder	Allotment rent – Haste Hill Road site	20.00

Adonis Blue	BNG payment (for transfer to BNG funds account)	20,000
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**Payments from BNG account since last meeting:**

Hopes Grove	Bamboo canes (tree supports)	75.60
Nursery		
T Denne & Sons	Wildflower seed	240.00

**Receipts into BNG account since last meeting:**

Transfer from PC	BNG funds received from Adonis Blue	20,000.00
current account		

**Balances as at 27<sup>th</sup> February 2024 :**

Current Account	171,286.12
Business Reserve	439.24
National Savings	308.27
BNG Funds Account	86,043.83
<b>Total Financial Assets</b>	<b>£258,077.46</b>

- 13.1 Finance report - Agreement of payments made and income received since last meeting : The above financial statement was accepted. Proposed by Cllr Dawes, seconded by Cllr Date and agreed by all members.

The clerk advised that the Parish Council printer had developed a fault which would cost approximately £350 to repair. Cllr Munford proposed that a new Parish Council printer be purchased up to the value of £500. Seconded by Cllr Redfearn and agreed by all members.

**CLERK**

- 13.2 Budget monitoring report : Cllr Munford proposed that the budget monitoring report to 27<sup>th</sup> February 2024 be accepted. Seconded by Cllr Smith and agreed by all members.

**14. Correspondence:**

- 14.1 St Peters Church – letter regarding churchyard maintenance :

It was noted that the church had requested an increase in the annual donation from the Parish Council towards churchyard grass cutting. The clerk advised that grants were normally agreed at the May Parish Council meeting. Cllr Munford proposed that consideration of the church's letter be deferred until the next Parish Council meeting. Seconded by Cllr Edmans and agreed by all members.

**15. Planning Report:**

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

MBC notified :

23/505695	6 Lewis Row Cottages, Hermitage Lane, Boughton Monchelsea	--
	Demolition of detached garage. Erection of part two storey part single storey side extension. Raising of flat roof on single storey rear extension and changes to rear fenestration	

**DECISION :**

No response returned

23/505795	67 The Quarries, Boughton Monchelsea Removal of existing conservatory. Erection of new conservatory and side porch, external alterations and insertion of an additional rooflight to existing roof <b>DECISION :</b> No response returned	--
23/500205	Weald Barn House, Wierton Hill, Boughton Monchelsea Insertion of a new terrace including new paving, outside steps with metal balustrade, extension of existing patio with an outside kitchen. Insertion of an in-filled patio with storage underneath, erection of a fence and gate and changes to fenestration <b>DECISION :</b> No objection / comment	20/2/24
23/500206/ LBC	Weald Barn House, Wierton Hill, Boughton Monchelsea Listed building consent for internal and external alteration including removal of partition, insertion of new stairs, a new terrace, new paving, outside steps with metal balustrade, extension of existing patio with an outside kitchen, insertion of an in-filled patio with storage underneath, erection of a fence and gate and changes to fenestration (works started) <b>DECISION :</b> No objection / comment	20/2/24
24/500309	23 Laight Road, Maidstone Part garage conversion into a habitable space with insertion of rooflight and erection of a single storey rear extension <b>DECISION :</b> The Parish Council wish to comment on the application as follows : MBC should ensure the reduced size garden meets minimum amenity space regulations MBC should ensure the required minimum distance of 18m can be achieved between habitable space of this property and habitable space of the dwelling immediately behind	20/2/24
24/500162	19 Genn Park, Boughton Monchelsea TPO application to crown lift one Beech (T1) by 1 metre and crown thin by 10% <b>DECISION :</b> The Parish Council wish to comment on the application as follows : From the information provided it is unclear whether the beech tree is within the boundary of 19 Genn Park or belongs to neighbouring property. This should be clarified prior to granting permission	20/2/24

**The following applications have been APPROVED by MBC:**

23/505450	46 Gates Drive, Maidstone Installation of a heat pump within 1m of the boundary, in accordance with the proposed plans and technical specification
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- 23/505281 53 Haste Hill Road, Boughton Monchelsea  
Erection of a side/rear two storey extension including replacement garage and a rear single storey pitched roof extension. Loft conversion with rear box dormer, balcony, side front entrance and front hipped roof replaced with gable end including changes to fenestration. (Re-submission of 23/504025/FULL)
- 23/505194 5 Saunders Field, Maidstone  
Proposed garage conversion into utility/office and storage space, including insertion of new window and door to side
- 23/505131/  
PNQCLA The Barn at Wierton Hill Farm, Wierton Hill, Boughton Monchelsea  
Prior notification for the change of use of a building and any land within its curtilage from agricultural to 1no. dwellinghouses and associated operation development. For its prior approval to: - Transport and Highways impacts of the development. - Noise impacts of the development. - Contamination risks on the site. - Flooding risks on the site. - Whether the location or siting of the building makes it otherwise impractical or undesirable for the use of the building to change from agricultural use to C3 (dwellinghouses). - Design and external appearance impacts on the building. - Provision of adequate natural light in all habitable rooms of the dwellinghouses
- 23/505109 53 Lewis Court Drive, Boughton Monchelsea  
Demolition of existing garage and sunroom and erection of a new garage/store and single storey rear extension
- 23/504867 Land at Lewis Court, Green Lane, Boughton Monchelsea  
Erection of 1(no) 3-bedroom dwelling and 1(no) 4-bedroom dwelling, with associated access, parking and landscaping
- 23/505795 67 The Quarries, Boughton Monchelsea  
Removal of existing conservatory. Erection of new conservatory and side porch, external alterations and insertion of an additional rooflight to existing roof
- 23/505695 6 Lewis Row Cottage, Hermitage Lane, Boughton Monchelsea  
Demolition of detached garage. Erection of part two storey part single storey side extension. Raising of flat roof on single storey rear extension and changes to rear fenestration

**The following applications have been REFUSED by MBC:**

- 23/504913 Cliff House, Cliff Hill, Boughton Monchelsea  
Retrospective application for the change of use to garden land and the erection of 1no. outbuilding to house home gym with associated decking, patio and hot tub area (Resubmission of 22/500119/FULL)
- 23/504738 Backland Plot Off Peens Lane, Boughton Monchelsea  
Prior notification for the change of use of agricultural building to 1no. dwellinghouse and associated operation development. For its prior approval to: - Transport and Highways impacts of the development. - Noise impacts of the development. - Contamination risks on the site. - Flooding risks on the site. - Whether the location or siting of the building makes it otherwise impractical or undesirable for the use of the building to change from agricultural use to C3 (dwellinghouses) - Design and external appearance impacts on the building. - Provision of adequate natural light in

- all habitable rooms of the dwellinghouses
- 23/504420 Langley Park Centre, Unit 6, Sutton Road, Maidstone  
Section 73 - Application for Variation of condition 8 (allow for delivery hours of 05:00 to 23:00 Monday to Sunday for the food store) pursuant to application 16/506567/REM
- 23/501143 10 Petlands, Boughton Monchelsea  
TPO Application to Fell / Remove Two Oak Trees subject to TPO 5 of 2000

**The following applications have been notified as WITHDRAWN :**

None

**The following APPEALS have been notified:**

None

**The following APPEAL DECISIONS have been notified:**

None

**The following APPEALS have been notified as WITHDRAWN:**

None

Cllr Smith noted that a letter had been received from Tovil Parish Council, seeking support from other parishes for their request to MBC to prioritise the production of an Appraisal and Management Plan for the Loose Valley Conservation Area. It was agreed that the Parish Council would be happy to offer their support. **CLERK**

**16. Representatives' Reports:**

16.1 KALC: Cllr Date had nothing to report.

16.2 Allotments : Cllr Martin had nothing further to report.

16.3 Village Hall & Recreation Ground : Cllr Humphryes noted that emergency lighting had been fitted to the hall, the CCTV system was being reviewed and outdoor seating for the café was planned.

16.4 Neighbourhood Watch : Cllr Oladimeji agreed to take over as Neighbourhood Watch rep following the recent resignation of Nolan Wilde.

16.5 Bus group : Cllr Brown was not present at the meeting.

**16.7 Biodiversity and environment :**

Cllr Jessel was not present at the meeting but had provided a written update as follows :

- Successful work parties have taken place at Lyewood (wildflower sowing and tree planting) and Beresfords Hill (gap planting to hedgerows). Further work party planned for 16<sup>th</sup> March at Salts Wood as well as further gap planting at Beresfords Hill

- Litter and fly tipping have been generally worse with a particularly bad stretch along Heath Road between Marlpit and the parish boundary. MBC assistance will be needed here due to the 40mph speed limit
- Langley Park litter pick planned for 10<sup>th</sup> March, supported by Cllr Oladimeji
- The new Greensand Farm Cluster has had a second meeting. 5 farms and 2 landowners have signed up for Natural England assessment visits to map opportunities and assess potential. A further farm cluster meeting will take place at Loddington Farm in May
- Carbon literacy training will be taking place in the village hall on 19<sup>th</sup> and 26<sup>th</sup> March, with a number of Parish Councils attending
- A price is being obtained for a new vehicular Lyewood entrance off Old Tree
- A management plan is being developed for Walk Meadow, in conjunction with Cllr Munford, as part of the Biodiversity Net Gain project
- The Friends of BMAT Facebook group now has over 340 members and a number of new volunteers have come forward as a result
- Cllr Jessel attended a recent Healthy Hedgerow workshop. BMAT could perhaps arrange its own workshop for interested parties and the farm cluster, to learn more about managing hedgerows to improve wildlife habitat

## **17. Decision items :**

### **17.1 Annual Parish Meeting 21<sup>st</sup> May :**

The following was agreed :

- Clerk to arrange catering with Fusion
- Clerk to invite local organisations
- Clerk to invite Police, allowing a 20 minute slot for a presentation on the new Policing model
- Friends of BMAT and the village hall committee to each have 5 minute presentation slots

17.2 New log seat for Firmins Field : The clerk noted that the existing log seat in Firmins Field had rotted away. Cllr Edmans proposed purchasing a new log seat, up to the value of £250. Seconded by Cllr Oladimeji and agreed by all members **CLERK**

17.3 Community Payback Team : Cllr Dawes explained how the Community Payback Team may be able to assist with various volunteer work around the parish. It was agreed that this should be discussed at the next BMAT meeting.

17.4 Increased KC cost for Furfield Quarry legal opinion : Covered above

## **18. Update / discussion items :**

### **18.1 Village hall remodelling update : Cllr Humphryes advised as follows :**

- £1,500 grant from MBC for EV chargers has been turned down as the village hall committee do not feel they can commit to the remainder of the cost, at this stage. It was noted that the total cost of installing 2 no. EV chargers would be in the region of £7,000. There would also be an annual fee of around £110 per charger



- Work to the shallow pitched roof will be deferred until 2025
- Planning to install motion detectors for the air source heating, to avoid having to programme the system to suit the varying hires
- Committee is carrying out a survey to gauge the level of interest in a second hireable room within the hall

18.2 Parkwood Farm reservoir update : Cllr Edmans advised that grates have been cleaned out and are now clear.

18.3 North ward update : Due to the recent resignation of Nolan Wilde, Cllr Oladimeji agreed to take over the role of updating members on north ward issues.

18.4 Parish Council elections 2<sup>nd</sup> May 2024 : The clerk advised members of the election process and handed out nomination forms for completion. She added that she would be making one visit to return the forms to MBC, on 28<sup>th</sup> March. **ALL CLLRS**

**19. Health & Safety Issues:**

Nothing to report.

**20. Deferred Items Schedule:**

Nothing to report.

**21. Any other business. (Non decision items only):**

Cllr Date advised that the Speedwatch equipment needs to be serviced at a cost of around £300 to £400. He explained that another option would be to purchase a speed gun and requested this be added to the agenda for the next meeting.

**22. Date of Next Meeting:**

The next full Parish Council meeting is due to be held on Tuesday 7<sup>th</sup> May 2024 at 7pm in the main hall of the village hall.

There being no further business the meeting closed at 9.35pm

**MINUTE 18** (Parish Council meeting 5<sup>th</sup> March 2024)**SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:**

<b>DATE :</b>	<b>ITEM:</b>	<b>ISSUE / ACTION:</b>	<b>POSITION AS AT PARISH COUNCIL MEETING 5<sup>TH</sup> MARCH 2024</b>
5.3.24	Furfield Quarry	Methane monitoring	BMAT issue. Last meeting between BMAT / MBC and Skinner Trust took place on 8/7/20. Clerk asked MBC if any further Merebrook reports available but none since last meeting. As requested by BMAT trustees, contacted Skinner Trust directly for copies of latest reports (14.9.21). Report dated January 2021 received and forwarded to relevant BMAT trustees. Queries on report submitted to Merebrook November 2021. No response received however Skinner Trust advise of delay due to an imminent change to the person acting as custodian Trustee. (11.1.22). Skinner Trust have now forwarded Merebrook report dated March 2022 but have yet to respond to the previous queries raised (6.9.22). E-mail sent to Environment Agency requesting a meeting (10.1.23). Meeting with Skinner Trust will take place on 12 <sup>th</sup> July (4.7.23). Awaiting meeting date with Merebrook (5.9.23). Meeting held with Merebrook on 4 <sup>th</sup> October (7.11.23)
2.7.19	59 Linton Road	Encroachment	BMAT issue. Review September 2024
3.9.19	11 Harling Close	Encroachment	BMAT issue. Review September 2024
3.9.19	Clerk's salary	Review	Review clerk's salary on an annual basis. Next review due September 2024
3.3.20	Furfield Quarry	Option agreement	BMAT issue. Option expires in September 2024. Review before March 2024
18.5.21	Piper / Thirkell land	Lease	Lease expires on 6 <sup>th</sup> January 2116. Review in 2115