

BOUGHTON MONCHELSEA PARISH COUNCIL

Minutes of the Parish Council Meeting on 18th May 2021, held in the main hall of the village hall, pursuant to notice, commencing at 7.00pm

Present:

Cllrs S. Munford (Chairman)
 R. Martin
 D. Smith
 D. Redfearn (arrived 8.00pm)
 A. Humphries
 H. Stevens
 B. Brown
 L. Date
 C. Jessel
 N. Wilde
 J. Skinner (arrived 7.15pm)
 R. Roome

KCC Cllr, Lottie Parfitt-Reid
Parish Clerk
4 residents

The clerk opened the meeting.

1. **Apologies:** Apologies were received from Cllrs Edmans and Ellis, Borough Cllr Lewis McKenna and County Cllr Gary Cooke
2. **Filming of meetings : Request for notification of whether any person intends to film, photograph or record any item**
 No person expressed any intention of filming, photographing or recording any item
3. **Elections**
 - 3.1 Chairman (& Chairman's Declaration of Acceptance of Office) :
 Cllr Jessel nominated Cllr Munford as Chairman. This was seconded by Cllr Smith and a vote was taken. It was unanimously agreed that Cllr Munford take on the role of Chairman of the Parish Council for the next year. Cllr Munford and the clerk signed the Chairman's declaration of acceptance of office form.
 - 3.2 Vice Chairman : Cllr Humphries nominated Cllr Ellis (in his absence) as Vice Chair. This was seconded by Cllr Martin and agreed by all members.

Cllr Munford took over as meeting chair.

4. **Appointments**
 Appointments were agreed as follows :

- 4.1 Planning & Licensing Committee - Chair, Vice Chair and members:

Planning & Licensing Committee Chair : Cllr Smith
Planning & Licensing Committee Vice-Chair : Cllr Humphryes
Planning committee members : Cllrs Smith, Humphryes, Brown, Martin, Edmans, Redfearn, Date, Jessel and Roome

- 4.2 Finance Committee : Cllrs Munford and Ellis
- 4.3 KALC Representative : Cllr Date to continue as a voting member. Clerk to inform KALC **CLERK**
- 4.4 Village Hall & Recreation Ground Committee Representatives : Cllrs Edmans and Brown
- 4.5 Allotment Representative : Cllr Martin
- 4.6 Neighbourhood Watch Representative : Cllr Stevens
- 4.7 Communication Co-ordinator : Cllr Date (newsletter and e-mail circle)
- 4.8 Police Liaison Representative : Cllr Date
- 4.9 Bus Group Representative : Cllr Redfearn
- 4.10 Grants Co-ordinator : Cllr Brown
- 4.11 Highways Representative : Cllr Redfearn
- 4.12 Footpaths Co-ordinator : Cllr Skinner
- 4.13 Litter Group Co-ordinators : Cllrs Jessel and Edmans
- 4.14 Speedwatch Co-ordinator : Cllr Date
- 4.15 Biodiversity and Environment Lead : Cllr Jessel

Cllr Munford thanked all those who had taken on the above roles for the next year.

5. Notification of late items for inclusion on the agenda

It was agreed that 'Biodiversity and Environment issues' would be included as a regular agenda item from now on.

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

No exempt items.

7. Reports from Maidstone Police / PCSO and KCC Rural Community Warden

PCSO Pete Gardner was not present at the meeting but the clerk had compiled the crime figures using the e-watch.co website. There had been 7 reported crimes in March and April, 6 in south ward and 1 in north ward. South ward crimes were 3 incidents of criminal damage, 1 incident of attempted damage, 1 vehicle theft and 1 trespass. The crime in north ward was theft of a family pet.

KCC Warden, Liz Lovatt was not present at the meeting but had provided a written report which is summarised below.

- Reports of catapults being used to commit criminal damage. Sightings of people carrying or using catapults should be reported to the Police
- Reports of people enquiring about owners of dogs and offering to take in strays. Advice poster put up in noticeboard and added to Facebook page
- Complaints received regarding dog fouling. It is not acceptable to flick dog mess into grass or the road. If residents witness somebody not picking up dog waste they should report it to MBC's environmental enforcement team
- Welfare visits and referrals continue

It was noted that there had been a recent increase in anti-social behaviour around the parish, including deliberate fire setting in north ward and catapult damage in south ward. Cllr Munford stated that he would speak to the ward Councillor at Loose to see if similar incidents were occurring there. He also agreed to speak to the community protection team at MBC in his role as Borough Councillor.

CLLR MUNFORD

It was agreed that residents should be encouraged to report all incidents to the Police via 101. Cllrs Wilde and Stevens stated that they were commenting on social media to that effect. Cllr Humphryes suggested that a post be added to the Parish Council's Facebook page encouraging residents to report incidents and highlighting that even if the Police do not attend it will build up a picture of what is happening locally and provide information for the local PCSOs. This was agreed. **CLERK**

8. Open Quarter :

A resident expressed concern at trees in The Quarries encroaching onto the road and power lines. The resident was advised to report any highway obstruction to KCC via their website. It was agreed that Cllrs Munford and Smith would walk around the village to identify any such issues of concern.

CLLR MUNFORD / CLLR SMITH

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

As trustees of BMAT, all members (except Cllrs Munford and Skinner) declared an interest in any item related to Boughton Monchelsea Amenity Trust.

As BMAT trustees, all members were given dispensation to discuss and vote on any item relating to Boughton Monchelsea Amenity Trust. All members completed dispensation forms to this effect which provides dispensation for the next 4 years until 17th May 2025.

The clerk advised members that their declaration of disclosable pecuniary interests forms and election expenses forms must be returned to MBC within 28 days of taking office. The clerk would return any forms received by 19th May 2021 otherwise members would need to return their forms directly to MBC. She added that election expenses forms must be returned even if nothing has been spent. **ALL CLLRS**

10. Matters outstanding from minutes of meeting on 2nd March 2021 and not included in agenda:

Item 8 – Landslip to rear of 58 The Quarries : It was noted that a formal letter had been sent to Crest Nicholson's CEO. A response was awaited. Clerk to chase, if necessary. **CLERK**

Item 8 – playgroup sub-group : Cllr Edmans was not present at the meeting but the following statement had been agreed by sub-group members to close this out.

Further to investigative discussion at the PC meeting dated 05/11/2019, activity to

consider alternative locations for the playgroup has been superseded by the village hall redevelopment initiative. Discussion has taken place with the playgroup leadership team, who are in agreement that their future needs are best addressed by active engagement in the village hall's redevelopment. Redevelopment considerations are under the stewardship of an active working group which includes representatives from the Parish Council, BMAT, the playgroup and other regular users. Ambitions include offering greater community access to the village hall, enhancing environmental footprint and easing congestion in Church Street. It should also be noted the BMAT land located on the Lyewood estate is now under consideration for a biodiversity project.

11. Minutes of the meeting held on 2nd March 2021. Agreement of and signature by Chairman of the Parish Council :

The minutes of the Parish Council meeting held on 2nd March were agreed as correct by members, with the following amendment :

Item 15.1 amend final paragraph to read :

It was noted that the clerk and Cllrs Munford and Jessel had attended a KALC training course that morning titled 'Delivering the green agenda for town and parish councils'. The focus of the course was calculation of carbon footprints however Cllr Jessel stated that there would be little point in the Parish Council doing this **at this stage**.

Proposed by Cllr Humphryes, seconded by Cllr Jessel and agreed by all members.

12. Clerk's report

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

- Verge damage in Green Lane – KCC have contacted Crest Nicholson who have agreed to carry out repair works in the autumn
- A section of fence has now been installed on the path between The Quarries and Green Lane, presumably by the adjacent landowner
- A site meeting on Joywood rec took place on 29th April, attended by Borough Councillor Daniel Rose. Cllr Rose agreed to pursue the possibility of mobile CCTV for the area
- KCC have advised that proactive cuts to the following public rights of way are carried out three times a year. The remainder of the paths in the parish are cut on a reactive basis, relying on residents to report.
 - KM123 – short length of path near Wierton Hill Farm
 - KM98 – Pested Bars to Boughton Lane
 - KM108 – Haste Hill Road to Heath Road

Cllr Munford advised that MBC had a 'No Mow May' policy in place, leaving grass to grow until June.

13. Finance Report:

Payments since last meeting (incl VAT) :

Nat West	Monthly bankline fee	28.55
Temple Knight plc	High capacity printer cartridge	145.80
* Solmco Ltd *	Repairs to defib kiosk	85.00
Admin support	Admin support - Feb	65.00
Parish clerk	Clerk's salary – Feb SO	1,050.26
Parish clerk	Clerk's salary – Feb BACS	97.03
Parish clerk	Clerk's expenses - Feb	53.33
HMRC	Tax and NI – Feb	163.91
A. Humphryes	Salts Wood costs (BMAT)	91.49
Silva Woodland Management	Wildflower seed for Firmins Field (BMAT)	142.50
Computerman	Microsoft 365 Apps – monthly fee	9.48
Coakley Contract Services	Dog bin emptying - Feb	130.00
Xpress Signs	Village sign – digitally printed vinyls	114.00
Kent County Council	Copier paper	17.82
Nat West	Monthly bankline fee	22.70
Castle Water	Allotment water bill (6 months)	118.27
Allotment leaseholder	Rent rebate	9.00
P. Waring	Landscape maintenance work 20/21	13,487.85
Admin support	Admin support - Mar	65.00
Parish clerk	Clerk's salary – Mar SO	1,050.26
Parish clerk	Clerk's salary – Mar BACS	97.23
Parish clerk	Clerk's expenses – Mar	113.10
HMRC	Tax and NI – Mar	163.71
EDF Energy	Electricity to parish hut	78.51
Binnies UK Ltd	Reservoir consultants fees	1,200.00
Xpress Signs Ltd	Village sign	2,940.00
Computerman	Microsoft 365 Apps – monthly fee	9.48
Coakley Contract Services	Dog bin emptying - Mar	130.00
Satswana	Data protection officer – annual fee	180.00
Mr L M Field	Removal and re-erection of village sign	660.00
Admin support	Admin support – Apr	65.00
Parish clerk	Clerk's salary – Apr SO	1,050.26
Parish clerk	Clerk's salary – Apr BACS	99.03
Parish clerk	Clerk's expenses – Apr	61.33
HMRC	Tax and NI – Apr	161.22
L. Date	Newsletter delivery	300.00
Kent Creative Solutions	Newsletter printing	540.00
Gill Turner Tucker	Legal fees (BMAT)	426.00
Gill Turner Tucker	Legal fees (BMAT)	172.80

Receipts:

Countryside Properties	Reservoir contribution	26,729.76
Allotment leaseholders	Allotment rent	122.50

Book purchaser	Upon the Quarry Hills book sale	10.00
MBC	Precept 21/22	94,894.42
HMRC	VAT reclaim 20/21	10,657.37
Allotment leaseholders	Allotment rent	30.00
Resident	Work to quarry face	90.00

Balances as at 11th May 2021 :

Current Account	220,743.60
Business Reserve	426.40
National Savings	305.95
Total Financial Assets	221,207.95

Note : Bold / asterisked items indicate payments made prior to authorisation by the Council but certified as to correctness and urgency by the Chairman and Clerk.

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

13.2 Agreement of Parish Council accounts for 2020/21 :

13.2.1 The annual governance statement on the Audit Commission annual return was approved by all members (proposed by Cllr Date, seconded by Cllr Brown). The clerk confirmed that the internal audit would be completed and then the annual return submitted to the Audit Commission. **CLERK**

13.2.2 Parish Council accounts for 2020/21 were approved by all members, subject to internal audit. The accounting statements on the Audit Commission annual return were also agreed (proposed by Cllr Date, seconded by Cllr Brown).

13.3 Final agreement of budget for 2021/22 : The clerk advised that the budget had been amended to suit the end of year figures for 2020/21 and the funds from Crest Nicholson and Countryside ring fenced for respective works to the village hall and reservoir.

Cllr Smith proposed that the amended budget be agreed. Seconded by Cllr Munford and agreed by all members.

13.4 Parish Council debit card : Cllr Munford proposed that the Parish Council apply for a debit card, for purchase of online items etc. Seconded by Cllr Brown and agreed by all members, subject to production and agreement of a debit card policy, to be agreed at the next Parish Council meeting. **CLERK**

It was agreed that the Parish Council should subscribe to 'Zoom Pro' for another year, to allow internal meetings to continue remotely, where required. Proposed by Cllr Munford, seconded by Cllr Date and agreed by all members. **CLERK**

It was agreed to bring forward item 17.1 Grants for 2021/22.

17.1 Grants for 2021/22 :

Cllr Munford proposed that the following grants be awarded. Seconded by Cllr Jessel and agreed by all members.

- Boughton Monchelsea Brownies £200
- Boughton Monchelsea Friendship Circle £300
- Boughton Monchelsea Scouts £300
- Boughton Monchelsea baby & toddler group £200
- Boughton Monchelsea Helping Hands £300
- Boughton Monchelsea Bowls Club £250
- Boughton Monchelsea Community Choir £300
- Boughton Monchelsea Regency Dancers £250
- Boughton Monchelsea Women's Institute £300
- St Peters Church £2500 contribution towards grass cutting. To be paid directly to Steve Waring at the end of the financial year.
- Royal British Legion £350 (to be paid via the church prior to remembrance day)
- Salvation Army £350 (to be paid following Carols on the Green in December)
- Furfield Park open space group £400

Clerk to request bank details for each of the above groups, to facilitate BACS payments from the Parish Council's account.

CLERK

14. **Correspondence:**

14.1 Boughton Monchelsea playgroup – funding request :

Cllr Munford proposed that a grant of £250 be awarded to Boughton Monchelsea playgroup as a one-off ,in recognition of the fact that they have been unable to hold normal fundraising events due to COVID.

CLERK

14.2 KALC – Subscription for 2021/22 :

It was noted that KALC were invaluable for legal and procedural advice. Cllr Humphries advised that recent Maidstone area KALC meetings had not been productive. Cllr Jessel agreed to attend the next area meeting. Cllr Munford proposed writing a letter to KALC advising of the issues of concern. This was seconded by Cllr Brown and a vote was taken with 11 for and 1 abstention. Cllr Humphries agreed to produce a draft letter which would be sent by the clerk.

CLLR HUMPHRIES / CLERK

Cllr Munford proposed that the Parish Council continue as a KALC member for the next year. Seconded by Cllr Date and agreed by all members. Clerk to arrange payment of subscription.

CLERK

14.3 DEFRA – Reservoir flood plan :

Cllr Edmans was not present at the meeting but had advised in advance of his suggestion for the DEFRA reservoir flood plan to be delegated to the sub-group whilst leveraging existing Parish Council emergency plans. This was agreed. It was noted that the requirement for a flood plan was driven by the Reservoir Act and would be removed once works on the reservoir were complete and declassification had taken place. It was acknowledged that it was good practice however to maintain such a plan but it would no longer be a statutory requirement.

It was agreed to bring forward item 18.1 Parkwood Farm reservoir

18.1 Parkwood Farm reservoir update :

Cllr Edmans was not present at the meeting but had advised beforehand that he would set up a sub-group meeting to discuss in detail the quotes for design and civil engineering work to the reservoir and to agree the next steps. It was noted that the combined price was approximately £20,000. Subject to agreement and farmer engagement, the work would be carried out before the winter. Cllr Smith noted that a planning application may be required.

CLLR EDMANS

15. **Planning Report:**

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

		MBC notified
21/500722	Heinz Orchard, Wierton Hill, Boughton Monchelsea Erection of agricultural building to be used as garage / workshop with room above for alpaca fibre processing DECISION : No objection / comment	9/3/21
21/500721	River Farm, Chart Hill Road, Staplehurst New waste treatment plant to replace and decommission 2 no undersized existing plants DECISION : The Parish Council wish to comment on the application as follows : <ul style="list-style-type: none">• We are supportive, in principle, of replacement of the waste treatment plant to a newer system however MBC should ensure that, in flood circumstances, there will be no discharge of material / pollution into the nearby watercourse. Water must also not be allowed to discharge across the road• We are supportive of the objection raised by the Environment Agency and note their comments regarding pollution, risk to the aquifer and the requirement for a flood risk assessment• MBC should seek justification of the reason for the new treatment plant. We are unsure whether it is required due to an increase in the quantity of waste generated or degradation of the existing facility	9/3/21
21/500303	Land to the rear of 92 The Quarries, Boughton Monchelsea Erection of detached dwelling. Alternative to that approved under reference MA/17/505457 DECISION : The Parish Council wish to comment on the application as follows :	9/3/21

- The application documents incorrectly state that the site is not within a conservation area. The conservation officer should be fully consulted on the application
- The application documents state that the site no longer lies within an identified flood zone. It should be noted that there has been no change to the designation of the area by the Environment Agency and flooding of the road in The Quarries has recently occurred
- It should be noted that, as the site is now within a conservation area, any future garage on the plot would not be permitted development and would therefore require planning permission
- The proposed planting appears to screen the parking area from the new home but does not provide any screening to existing properties (numbers 88, 90 and 92). This should be amended before the application is decided
- Planning application 17/505457 required a first floor window on the west elevation to be obscure glazed. The same window in the new application is smaller with clear glazing. We disagree with the agent's comment that privacy will be preserved and request that this is amended to include obscure glass
- If MBC are minded to approve the application then conditions should be included to cover the provision of renewable energy sources and EV charging point/s

21/500106 Land to rear of 70 Church Street, Boughton Monchelsea 9/3/21
Submission of details to discharge condition 15 (Landscape and Ecological Design and Management Plan) of planning permission 20/503109 (24 Extra care units and clubhouse)
REVISED DETAILS ONLY

DECISION :

No objection / comment

21/500798 Loddington Lane Cottage, 2 Loddington Lane, Boughton Monchelsea 30/3/21

Conversion of the existing cottage together with a two storey rear / side extension to create 1 no. two bedroom dwelling and 1 no. three bedroom dwelling. Erection of 1 no. detached four bedroom dwelling

DECISION :

The Parish Council wish to see the application refused for the following planning reasons. If MBC are minded to approve it then the application should be reported to MBC's planning committee for decision.

- The proposal is contrary to the Parish Council's Neighbourhood Plan which is now a material consideration. The backbone of the plan is that, apart from exceptional circumstances, there should be no development to the south of Heath Road

- The proposal would result in a substantial increase in built mass sited in an extremely prominent location fronting Loddington Lane, significantly amplifying its visual impact. The development would therefore result in a highly visible further consolidation and extension of ad hoc development in the locality, detrimental to the rural character of the area and landscape quality of the Greensand Ridge Landscape of Local Value, contrary to the provisions of policies SP17 and DM30 of the MBC Local Plan
- The proposal is immediately adjacent to the Linton Conservation Area. The conservation officer notes that the application does not sufficiently illustrate that the proposal will be a positive contribution to this conservation area. We share these concerns and feel that the proposal would make a negative contribution to the area
- We have serious concerns at the proximity of the proposal to the junction with Heath Road, particularly as Loddington Lane is a narrow road with no footpaths. At least 6 additional vehicles and associated vehicle movements would result from the proposal

21/500937 New Barn Farm, Park Lane, Boughton Monchelsea 30/3/21
Change of use of part ground and part first floor from B2 workshop to C3 residential together with additional windows

DECISION :

No objection however we were not made aware of the original application. If we had been informed we would have commented.

21/501272 20 Furfield Chase, Boughton Monchelsea 30/3/21
Erection of a single storey rear extension with 3 no. rooflights and loft conversion with link-pitched dormer and 2 no. Juliet balconies to rear and 3 no. rooflights to front

DECISION :

No objection however MBC should ensure there is no negative impact on the private amenity of neighbouring properties.

20/502032 Lower Bell Riding School, Back Lane, Boughton Monchelsea 30/3/21
Notification of appeal relating to demolition of existing site structures (barn, stables, mobile home, shed) and erection of 3 dwellings with accompanying parking and landscaping (resubmission of 19/506110)

DECISION :

We wish to reiterate our comments on the original application, as follows :

The Parish Council wish to see the application refused for the following planning reasons and wish to see it reported to MBC planning committee for decision :

- By reason of its scale, design and layout, the development of 3 residential dwellings and associated development represents an intensive form of urban development that would substantially diminish the rural character and appearance of the site and the local area and would be contrary to the established local pattern of development. The proposal would be contrary to policies DM1 and DM30 of the adopted MBC Local Plan and paragraphs 124 and 127 of the NPPF which aim to promote good quality design
- The proposal would be contrary to policy SS1 of the MBC Local Plan and paragraphs 78 and 79 of the NPPF by introducing new dwellings into an unsustainable location which is poorly served by basic services and public transport
- The proposal would be contrary to policy SS1 and policy SP17 of the MBC Local Plan and paragraph 170 of the NPPF as it will result in harm to the character and appearance of the rural area by virtue of adding significant built form in this countryside location and because it would lead to increased domestication within the countryside
- The proposed design and materials are not respectful of the local vernacular or the immediate locality, contrary to policies DM1 and DM30 of the MBLP and paragraph 83 of the NPPF
- The proposal represents significant overdevelopment of the site. Any development would represent a challenge in terms of the rural nature of the area but this proposal is far from sensitive and pre-application advice should be sought prior to any further application being made.

21/501209/ AGRIC Land at Peens Lane, Church Hill, Boughton Monchelsea 30/3/21

Prior notification for a general purpose agricultural building with associated hardstanding, with a section of the agricultural building set aside as a farm workshop. For its prior approval to : siting, design and external appearance

DECISION :

The Parish Council wish to see the application refused for the following planning reasons. If MBC are minded to approve it then the application should be reported to MBC planning committee for decision.

- The proposal is contrary to the Parish Council's Neighbourhood Plan which is now a material consideration. The backbone of the plan is that, apart from exceptional circumstances, there should be no development to the south of Heath Road

- The application, by reason of its close proximity to designated protected areas and in the designated buffer zone, fails to demonstrate the siting of the proposed building would not cause harm to the area of Ancient Woodland and Local Wildlife Site. The development proposed would therefore be contrary to policies SP17, DM1, DM3, DM30 of the MBC Local Plan and policies within the NPPF
- The application fails to demonstrate that the proposed building would not have an adverse impact on the Grade II listed buildings, notably Keepers Cottage, Church Farm Barn and Church Farmhouse, all within approximately 200 metres of the development site. In the absence of such information the application would therefore fail to comply with SP18, DM1, DM4 and DM30 of the MBC Local Plan and policies within the NPPF
- The application, by reason of the materials used for the new building, its isolated location and the loss of the hedgerow along the road frontage, fails to demonstrate that the siting, design and appearance of the proposed building would not cause harm to the open character of the countryside. The development proposed would therefore be contrary to policies SP17, DM1 and DM30 of the MBC Local Plan and policies within the NPPF
- The structure and dimensions of the building are wholly out of keeping with the open nature of its setting and nearby historic buildings and ancient woodland as is the large area of hardstanding.
- The proposed building is substantial in size. Photographs taken at ground level do not properly represent how visible it would be from all the listed buildings and the open countryside around it (including views where it would be seen and experienced in the context of the listed buildings)
- Nearby Boughton Monchelsea Place is a grade I listed 16th century manor house with deer park. This park is included within the English Heritage 'Register of Parks and Gardens and other land of special historic interest'. A particular feature of the site is its outlook over miles of unspoilt countryside. The field which is the site of the application is separated from the deer park only by Peens Lane. The heritage statement states 'There are no direct views towards the site from Boughton Place, which is situated c. 700m to the North'. This statement is

untrue as shown in the attached photo (number 1), taken from the front lawn of Boughton Monchelsea Place

- The white building seen through the trees to the left side of photo number 1 is Keepers Cottage, with the field which is the proposed site stretching all the way from the right of Keepers Cottage to the right side of the photo. The planned site of the proposed barn is clearly visible above the pitched roof of an outbuilding in The Old Vicarage to the right of the photo
- The site is also clearly visible from a section of the Greensand Way, an important and popular public right of way. The attached photo (number 2) is taken from the Greensand Way as it runs through the grounds of Boughton Monchelsea Place
- The size of the proposed building is out of scale with any possible agricultural need
- None of the alternative locations proposed address the above issues therefore the application should be refused outright
- The applicant should be invited to submit a full planning application rather than any further amended prior notification applications

21/501371	23 Morris Close, Boughton Monchelsea Erection of a single storey side extension to existing dwelling	--
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DECISION :

No response returned

21/500986	Honeymellow Springs, The Maltings, Boughton Monchelsea Insertion of replacement Georgian style UPVC windows and doors	--
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DECISION :

No response returned

21/502079	Wierton Chase, Back Lane, Boughton Monchelsea Single storey rear extension with balcony above	--
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DECISION :

Not yet decided

21/502216	Rose Cottage, 41 Church Street, Boughton Monchelsea Erection of a garage with office above	--
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DECISION :

Not yet decided

The following applications have been APPROVED by MBC :

21/500451	5 Cock Cottages, Green Lane, Boughton Monchelsea Erection of an outbuilding to form workshop and garden room
20/506005	FG Barnes, Bircholt Road, Maidstone Advertisement consent for 2 no. internally illuminated MG Motor fascia sign and 2 no. internally illuminated MG logo to existing fascia sign

- 20/505274 Two Acres, Park Lane, Boughton Monchelsea
Extension to existing Gypsy site, including retention of 1(no) static mobile home (as approved under MA/97/0349); and siting of 3 additional residential static mobile homes for a Gypsy family, and erection of dayroom. (Resubmission of 20/502887/FULL)
- 21/500937 New Barn Farm, Park Lane, Boughton Monchelsea
Change of use of part ground and part first floor from B2 workshop to C3 residential together with additional windows
- 21/500303 Land to the rear of 92 The Quarries, Boughton Monchelsea
Erection of detached dwelling. Alternative to that approved under reference MA/17/505457/FULL
- 20/502277 Greenacre, Church Hill, Boughton Monchelsea
Siting of 1no. mobile home, creation of 2no. parking spaces and removal of internal fence
- 21/501272 20 Furfield Chase, Boughton Monchelsea
Erection of a single storey rear extension with 3no. rooflights, and loft conversion with link-pitched dormer and 2no. Juliet balconies to rear, and 3no. rooflights to front

The following applications have been REFUSED by MBC:

- 20/505967 28 Lewis Court Drive, Boughton Monchelsea
Demolition of gazebo and erection of two storey side extension to create an annexe for assisted living, with front and side canopy
- 20/505546 10 Meadow View Road, Boughton Monchelsea
Construction of a first floor side extension. (Resubmission of 20/504292/FULL)
- 21/501209/
AGRIC Land at Peens Lane Church Hill, Boughton Monchelsea
Prior Notification for a general purpose agricultural building with associated hardstanding, with a section of the agricultural building set aside as a farm workshop. For it's prior approval to: - Siting, design and external appearance
- 20/506112 Lewis Court Cottage, Green Lane, Boughton Monchelsea
Erection of a detached dwelling with parking and landscaping (resubmission of 20/502940/FULL)

The following application(s) have been notified as WITHDRAWN

- 21/500721 River Farm, Chart Hill Road, Staplehurst
New waste treatment plant to replace and decommission 2 No undersized existing plants
- 20/504699 Fairwinds, River Farm, Chart Hill Road, Staplehurst
Change of use from 5 person HMO to 10 person HMO
- 20/503155 River Farm, Chart Hill Road, Staplehurst
Change of use of land for the siting of 20 worker caravans together with the erection of a laundry and games room and associated access and car parking area

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

- 15.1 Cllr Smith noted that 89% of residents had voted 'yes' to the Neighbourhood Plan and added that the document would be ratified at an MBC meeting in July.

Cllr Smith stated that he would arrange a Neighbourhood Plan briefing for members, detailing how the document could be used to best effect. He added that the plan was a live document and an annual review would be required.

CLLR SMITH

It was noted that the Parish Council are not consulted on prior approval or prior notification applications. Cllr Munford agreed to query this with MBC.

CLLR MUNFORD

16. Representatives' Reports:

- 16.1 KALC: Cllr Humphries had nothing further to report

- 16.2 Allotments : Cllr Martin had nothing to report.

The clerk advised that an allotment plot holder had complained about smoke from a bonfire at the Clarendon Homes site. This complaint had been passed to the developer.

The clerk advised that there was now a growing waiting list for the allotments at Langley Park. These plots were expected to be ready by the end of the year.

- 16.3 Village Hall & Recreation Ground : Cllr Edmans was not at the meeting but had advised that the village hall committee were arranging baseline surveys of the hall before obtaining quotes for the improvement works.

- 16.4 Neighbourhood Watch : Cllr Stevens had nothing to report.

- 16.5 Police Liaison : Cllr Date had nothing to report.

- 16.6 Bus group : Cllr Redfearn was not present at the meeting.

- 16.7 Climate change and Biodiversity group : Cllr Jessel advised that the group had met. A survey of residents local to the village hall would be carried out to establish whether an EV charging point would be beneficial for those living homes with no off street parking.

CLLR JESSEL

17. Decision items:

- 17.1 Grants for 2021/22 :
Covered above.

- 17.2 Parish Council newsletter – decide whether to accept business adverts :

Cllr Munford noted that business adverts had been accepted in the last few issues, to support those local businesses who had suffered as a result of COVID. Lengthy discussion followed on whether to allow any businesses in the parish to advertise in the newsletter and whether any charges would be appropriate. A vote was taken on whether to accept business adverts in Parish Council newsletters, going forwards. 5 members voted for, 5 against. Cllr Munford therefore used his casting vote as Chairman, voting not to accept adverts from businesses, paid or otherwise.

- 17.3 Litter picking – decide whether to purchase litter pickers for use by volunteers, including those at Langley Park :

Cllr Smith proposed the purchase of 30 litter pickers, 20 for north ward, 10 for south ward, to a maximum value of £450. Seconded by Cllr Jessel and agreed by all members. Cllr Stevens to organise purchase and distribution of pickers.

CLLR STEVENS

- 17.4 Wildlife cameras – decide whether to purchase cameras for re-wilding areas using BMAT grant funds :

Following discussion, Cllr Munford proposed purchasing 3 wildlife cameras from the previously agreed BMAT grant, to a maximum value of £300. These cameras would be for use on BMAT land. Seconded by Cllr Smith and agreed by all members.

CLLR MUNFORD / CLERK

- 17.5 Village sign at junction Heath Road / Church St – decide whether to take forward purchase and installation of second village sign :

Cllr Date suggested installing a second village sign on the small piece of open space on the Fernham Homes development, at the junction of Church Street and Heath Road. Cllr Humphryes felt that a village sign was unique and it wasn't appropriate to have more than one. Cllr Munford asked whether members wanted Cllr Date to produce a costed report on provision of a second sign, for consideration at the next Parish Council meeting. A vote was taken with 7 for and 5 against. Cllr Date to produce paper, clerk to add to agenda for next meeting.

CLERK / CLLR DATE

- 17.6 Christmas tree – decide whether to plant a permanent tree on the green :

Cllr Humphryes proposed that a permanent Christmas tree be planted on the green, seconded by Cllr Redfearn and agreed by all members. Cllr Humphryes to take this forward.

CLLR HUMPHRYES

18. Discussion / update items :

- 18.1 Parkwood Farm reservoir update :

Covered above.

- 18.2 North ward update, including Parish Councillor vacancy :

It was noted that Cllr Stevens, Cllr Wilde and the clerk had met on site with Borough Councillors Dan Rose and Matt Burton to discuss the ongoing anti-social behaviour issues in and around the Joywood rec. Cllr Rose was now looking into the possibility of mobile CCTV for the area. Clerk to ensure this is followed up.

CLERK

KCC Cllr Parfitt-Reid and Cllr Munford agreed to look into the possibility of Boughton Monchelsea signage for north ward.

CLLR MUNFORD

Cllr Munford advised that the wildflower seeding was now complete in the Furfield Park open space. This had been achieved thanks to a 'Go Green Go Wild' grant from MBC.

It was noted that, so far, three people had applied for the Parish Councillor vacancy on north ward. The vacancy was currently being advertised and all applications would be considered at the Parish Council meeting on 6th July when a decision would be made on which applicant to co-opt.

Post meeting note : Applications will now be considered at an extraordinary Parish Council meeting at 8.30pm on Wednesday 7th July.

18.3 Health & Safety issues : Nothing to report.

18.4 Boundary commission : Cllr Munford advised that the ward boundary is MBC's political boundary. Boughton Monchelsea and Chart Sutton ward has one MBC member. Other Maidstone wards may have up to 3 members. One member wards are deemed unfair as there is only one chance for a change of political party in 4 years. MBC may decide to change to 3 member wards throughout the borough. Another option would be to change the system so every member is elected at the same time, ie a full Council election. If this goes ahead then 1 member wards could remain as this would keep things politically fair.

18.5 Parishioner of the year : It was agreed that a decision on the recipient of this year's award would be deferred until the Parish Council meeting in September. Award to be presented at Carols on the Green in December.

CLERK

18.6 Biodiversity and Environment issues : Nothing further to discuss.

19. Deferred items schedule :

19.1 Nothing to discuss.

20. Any Other Business :

20.1 The clerk advised that a letter had been received from a resident regarding poor broadband coverage in Haste Hill Close and Haste Hill Road. It was noted that broadband was poor in many areas of the parish and members felt that the best way forward would be for residents to collectively explore options.

Cllr Munford stated that broadband would be discussed at the meeting with new KCC member, Lottie Parfitt-Reid.

20.2 Cllr Humphries queried whether there was any bus shelter grant funding available. The clerk advised that there wasn't.

Post meeting note : KCC have since advised of a new round of bus shelter grants. The deadline for applications is 23rd July. Following a request from the Parish Council, KCC are looking into the possibility of making the Marlpit bus stop DDA (disability) compliant by installing kerbing and surfacing. If they agree to fund this

then the Parish Council will be able to apply for a bus shelter grant. Clerk to add this to agenda for next Parish Council meeting. **CLERK**

21. Date of Next Meeting:

The next full Parish Council meeting will be held on Tuesday 6th July at 7pm in the main hall of the village hall.

Post meeting note : Due to a clash with MBC meetings which the Parish Council Chairman must attend, the date for the next Parish Council meeting has been changed to Tuesday 13th July at 7pm in the committee room of the village hall.

There being no further business the meeting closed at 9.25pm.

MINUTE 18 (Parish Council meeting 12 May 2020)**SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:**

DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 12th MAY 2020
16.1.07	Furfield Quarry	Methane monitoring	<p>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 17th June. Cllrs Ellis and Evans to attend (7/5/13). Further meeting to be arranged (2/7/13). Meeting arranged for 5th September. Cllrs Ellis and Evans to attend (3.9.13). Cllr Ellis and Evans attended meeting on 5th 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 10th Dec at 10am. Cllrs Ellis and Evans to attend (4/11/14). Cllrs Ellis and Evans attended meeting on 10th 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, 5/5/15). Clerk to write requesting financial information on cost of maintaining facility compared to capital sum available (12/1/16, 1/3/16, 3/5/16, 5/7/16). Meeting with John Taylor has now taken place. Further information on whether the funds will meet anticipated future costs is expected at the end of 2018 (6/9/16). Annual meeting with John Taylor now due (4/7/17). Meeting will be held in June, awaiting confirmation of date from Duncan Hayes (6/3/18). Meeting took place on 5th June, attended by Cllrs Ellis and Martin (3.7.18). BMAT to write to MBC's Duncan Hayes requesting further information (4.9.18). MBC advised they cannot insist on a meeting therefore Ian Ellis arranging meeting directly with John Taylor (6.11.18). Members agreed to take legal advice on exercising the option agreement. This</p>

			would be funded from the previously agreed BMAT grant money (15.1.19). Agreement not to exercise option at present. To be reviewed again prior to option expiry in September 2024 (5.3.19). Further meeting with MBC / John Taylor required. Clerk to arrange (3.9.19)
3.5.18	The Green	Replacement trees	To agree replacement trees to be planted in place of the beech tree that was felled earlier in the year. MBC have approved a walnut tree at present. To be discussed further in October 2018. Discussed at PC meeting 4.9.18 where it was agreed to defer tree choice and planting until completion of the Neighbourhood Plan and Landscape Management Master Plan (4.9.18). MBC tree officer confirmed OK to defer tree planting until next year (6.11.18)
2.7.19	Campfield Farm	Encroachment	BMAT issue. Review July 2022
2.7.19	59 Linton Road	Encroachment	BMAT issue. Review July 2022
3.9.19	11 Harling Close	Encroachment	BMAT issue. Review September 2022
3.9.19	Clerk's salary	Review	Review clerk's salary on an annual basis. Next review due September 2020.
3.3.20	Furfield Quarry	Option agreement	Option expires in September 2024. Review before March 2024