

## BOUGHTON MONCHELSEA PARISH COUNCIL

### Minutes of the Parish Council Meeting held on 10<sup>th</sup> January 2017 in the committee room of Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.00pm

#### Present:

Cllrs S. Munford (Chairman)  
J. Skinner  
S. Evans  
K. Williams  
P. Herrin  
L. Date  
R. Martin  
B. Brown  
D. Smith  
J. Gershon  
I. Ellis

Parish Clerk  
KCC Warden, Liz Lovatt  
4 residents

1. **Apologies:** Apologies were received from Cllr Whybrow, County Cllr Gary Cooke and PCSO Pete Gardner
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. **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 Maidstone Police / PCSO and KCC Rural Community Warden**  
PCSO Pete Gardner was not present at the meeting but a Police report had been received in advance. There had been 6 reported crimes in November and December, all in south ward and comprising 1 incident of criminal damage, 2 incidents of theft, 2 burglaries and 1 incident of theft from a motor vehicle. For the same period last year there had been a total of 14 reported crimes.

It was noted that there had been a spate of shed breaks in Church Street, Heath Road and Haste Hill Road during the first week of January. Little had been taken but padlocks had been cut off.

Cllr Evans questioned the point of the police reports and noted that the recent fly tipping incidents were not included in the figures. Cllr Munford felt that the reports were a useful way of monitoring the reported crimes that occur within the parish.

KCC Warden, Liz Lovatt advised that she had sent an e-mail to Cllr Date regarding shed safety, to be sent out to residents via the e-mail circle. Cllr Gershon to add to website.

**CLLR DATE / CLLR GERSHON**

Liz Lovatt recounted a recent incident regarding distraction burglary, with two people impersonating police officers. She reminded residents to be aware of home security and to make use of door chains where possible.

With reference to fly tipping, Liz advised that there had been an increase in severity of fly tipping but no increase in the number of incidents.

Reports had been received from County Councillor Gary Cooke, which included information on the Maidstone Local Plan enquiry.

**6. Open Quarter :**

Residents and landowners, Mr & Mrs Connell spoke regarding footpath KM116 and confirmed that no trees would be removed if the footpath was diverted.

It was agreed to bring forward item 12.1

**12.1 KCC – Proposal to divert public right of way KM116**

Cllr Munford noted that the Parish Council had objected to the diversion of this path but a subsequent site meeting had taken place with KCC. He stated that the path is currently narrow and contained within two fences. The proposed diversion route is around the edge of the field but still within the wood. The existing route contains a very steep section but the proposed diversion is wider, flatter and much more accessible.

Cllr Munford proposed that the Parish Council withdraw their prior objection to the footpath diversion. Seconded by Cllr Date and agreed by all members. **CLERK**

Cllr Ellis suggested that the Parish Council should perhaps look more favourably and objectively at any future footpath diversion applications.

Cllr Munford suggested that site meetings should be carried out, as well as desk top studies, prior to deciding on any future applications.

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

Cllr Skinner declared an interest in item 16 Furfield Park methane monitoring. As trustees of BMAT, all members (except Cllr Munford) declared an interest in item 15.4 Formation of BMAT company limited by guarantee. It was noted that dispensation to vote on this was already in place.

8. **Matters outstanding from minutes (1<sup>st</sup> November) not included in agenda:**

Item 8, 15.3 : Cllrs Munford and Williams to liaise with Maidstone Borough Council regarding section 106 monies available for improvements to the Joywood play area.

**CLLR MUNFORD / CLLR WILLIAMS**

Item 8, 12.3 : Cllr Ellis advised that he had not responded, on behalf of the Parish Council, to KCC's Consultation on Local Transport Plan 4 as he had no objections or comments to make.

Item 17.1 : Cllr Gershon advised that the Parish Council's website would be moving over to the free KCC version later in the week. Content would be added over the coming weeks and months.

**CLLR GERSHON**

9. **Minutes of the meeting held on 1<sup>st</sup> November 2016. Agreement of and signature by Chairman of the Parish Council :**

The minutes of the meeting held on 1<sup>st</sup> November were agreed as correct by members, with the following amendment – item 8, 15.4 Cllr Gershon had arrived late to the meeting due to work commitments and was not at the meeting when this item was discussed. Cllr Gershon was in attendance for agenda item 15.4 however when it had been agreed to defer the agenda item 'Youth Parish Council'.

10. **Clerk's report**

The contents of the clerk's report were noted. The clerk provided the following update :

- The defibrillator cabinet will be fitted inside the phone box on 12<sup>th</sup> January, followed by electrical connection the week after. A public training session will be held in the village hall, hopefully during February. An official 'opening' will also be held, once the defibrillator is in place and registered with the ambulance service.
- Cllrs Herrin and Martin kindly volunteered to add their names to the litter picking volunteer list. Areas as follows : Cllr Herrin (The Quarries), Cllr Martin (footpath side of Heath Road)
- The clerk noted that she had written to KCC asking for hedges along Brishing Lane to be cut hard back, as requested by residents. It was noted that hedges had grown outwards over the years, restricting road width on an already narrow lane. Cllr Skinner stated that the salt bin on Brishing Lane has been smashed. Clerk to report to KCC. Cllr Skinner expressed concern regarding the speed of traffic on Brishing Lane. The clerk noted that this had been discussed at a recent meeting with Highways and that Cllr Hotson had agreed to fund investigations into a possible advisory 20mph zone along part of the road, close to Brishing Barn nursery. If agreed, this would be designated using road markings and signs, as appropriate for the location.
- It was noted that dog waste bins had now been removed and new co-mingled bins installed in various locations. Cllr Munford suggested that the Parish Council should now give time for the issue to settle, to determine where any problem areas are and where bins are actually required. Cllr Gershon proposed writing to MBC to advise them that we are not happy with things as

they stand but will be reviewing the situation over the coming months before expressing our concerns again. All agreed. **CLERK**

It was agreed to bring forward item 15.5

### 15.5 Volunteer KCC Warden Scheme :

Details of the scheme had been provided to members in advance and the clerk highlighted the financial commitment that would be required (£1075 in year one and £585 / yr in subsequent years). KCC Warden, Liz Lovatt, explained to members that her role now includes more time going into peoples' homes and doing referrals to social services etc. She advised that volunteer wardens would not do this but would be more 'on the street' and available to tackle particular issues of concern.

Following discussion, the consensus from members was that this seems to be a very good idea. Cllr Munford proposed that the Parish Council express an interest in participating in the scheme on the basis of having a dedicated warden for the parish of Boughton Monchelsea. Seconded by Cllr Ellis and agreed by all members. Members also agreed that the clerk should ask whether the Council can have any input into the recruitment and selection process. **CLERK**

## 11. Finance Report:

### Payments since last meeting ( incl VAT ) :

Boughton Monchelsea	Grant	200.00
Helping Hands		
Parish Clerk	Clerk's salary and expenses – October	873.29
HMRC	Employer / Employee NI – October	41.07
RIP Cleaning Services	Dog bin emptying – October	51.84
South East Water	Water supply to allotments (Apr to Oct)	666.94
Gill Turner Tucker	BMAT legal fees – Skinner Trust option	4922.38
Parish Clerk	Clerk's salary and expenses – November	867.30
HMRC	Employer / Employee NI – November	41.07
RIP Cleaning Services	Dog bin emptying – November	51.84
The Salvation Army	Donation following Carols on the Green	275.00
Boughton Monchelsea village hall committee	Hall hire	34.50
Maidstone Signs Ltd	Honour Boards for village hall	1008.00
L. Date	Newsletter delivery	150.00
Kall Kwik	Newsletter printing	299.00
Parish Clerk	Refreshments for Carols on the Green	154.35
<b>** Solmco Ltd **</b>	Supply and installation of xmas tree support tube on the Green	285.00
X2 Connect Ltd	Supply and installation of refurbished red phone box, electrical connection, making good to footpath, removal and disposal of existing box	4593.60
<b>** Tantons Tree Surgeons Ltd **</b>	Tree surgery work to sycamore tree on the green (cutting branches around BT pole and wire)	456.00
The Community	Supply and delivery of defibrillator and heated	2076.00

Heartbeat Trust	cabinet, public training session, one year's annual membership	
Parish Clerk	Clerk's salary and expenses – December	873.90
HMRC	Employer / Employee NI - December	41.07
Gill Turner Tucker	BMAT legal fees – Piper Option	1121.40
RIP Cleaning Services	Dog bin emptying - December	64.80
Steadline Ltd	Repair works to Parkwood Farm reservoir	13265.54

**Receipts:**

Allotment leaseholders	Allotment rent	180.00
Allotment leaseholders	Allotment rent	17.50

**Balances as at 4<sup>th</sup> January 2017 :**

Current Account	75,475.84
Business Reserve	424.68
National Savings	297.94
<b>Total Financial Assets</b>	<b>76,198.46</b>

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.

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

11.2 Budget monitoring report : The budget monitoring report to 4/1/17 was included in the agenda papers and was agreed by all members.

It was noted that the General Purposes Fund was showing an overspend due to expenditure on the phone box, defibrillator and Parkwood Farm reservoir. Cllr Munford suggested that the budget be redesigned so that items paid for out of reserve funds are shown on the main page, alongside the general purposes fund. Agreed.

Cllr Munford advised of urgent fencing work that needs to be carried out on BMAT land adjacent to Beresfords Hill. Fencing is required for health and safety reasons as there is a steep drop in a public area that needs to be protected. It was agreed that Cllr Munford should be given delegated powers to spend up to £1500 on engaging a fencing contractor to carry out this work. **CLLR MUNFORD / CLERK**

Cllr Munford highlighted that the 'BMAT' spend was close to the budgeted total, with further costs of up to £8500 expected in this financial year (legal fees, grounds maintenance work at Furfield Park and fencing to land adjacent to Beresfords Hill). Cllrs Ellis and Martin suggested that the budget should be left as it is, with no transfer of additional funds. It was agreed that the Parish Council should continue to spend under the 'BMAT' budget head, noting that there has been an under allocation of funds this financial year.

12. **Correspondence:**

12.1 KCC – Proposal to divert public right of way KM116 : Covered above.

13. **Planning Report:**

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

		<b>MBC notified</b>
16/506260	39 The Quarries, Boughton Monchelsea Addition of first floor to existing bungalow and the erection of a single storey side and rear extension <b>(REVISED DETAILS ONLY)</b> <b>DECISION :</b> No objection / comment	22/11/16
16/507226	57 The Quarries, Boughton Monchelsea Proposed first floor accommodation with pitched roof hipped in on all sides, new roof above entrance and garage and single storey rear extension <b>(REVISED DETAILS ONLY)</b> <b>DECISION :</b> No objection / comment	22/11/16
16/507734	41 The Quarries, Boughton Monchelsea Roof extension with rear dormer and single storey side glass lean-to extension <b>DECISION :</b> No objection / comment	22/11/16
16/507669	16 Cherry View, Green Lane, Boughton Monchelsea Two storey side extension, single storey rear extension, single storey front porch extension & loft conversion with dormer windows <b>DECISION :</b> We have no objection to a two storey extension being added to the property however we are concerned at the bulk and massing of the rear dormer, which extends the full width of the extension. As well as impacting the remaining Cherry View properties we are concerned at the negative impact this would have on the adjacent grade II listed building (White Cottage).	22/11/16
15/509961	Land at Church Street and Heath Road, Boughton Monchelsea Erection of 41 no. residential units together with associated access, parking and landscaping on land located at the Heath Road / Church Street junction <b>(REVISED DETAILS ONLY)</b> <b>DECISION :</b> The Parish Council's original response to the application still stands however we would like to reiterate some of our original concerns and comment further as follows : 1. This site, at the primary entrance / gateway to the village is of utmost importance to the perception of our village and therefore we wish to see not only the highest quality design but also high quality materials utilized on both the dwellings and the hard landscaping. 2. We would like the developer to consider using ragstone detailing on some of the properties facing onto the open space. 3. Despite our original comments, the latest proposal includes more dwellings faced with white weatherboarding. We do not wish to see this finish used on any of the prominent properties,	22/11/16

particularly those around the open space and those on the Heath Road perimeter. This concentration of weatherboarded properties is not in keeping with the character of our village.

4. The terraced properties should be designed as a modern interpretation of the period chequerboard brickwork terraces already in existence along Church Street. The revised proposals show these as very simplistic, weatherboard clad buildings.
5. Clarification should be sought on the type of weatherboarding material that is proposed. The Parish Council do not wish to see plastic weatherboarding used on any of the properties.
6. Clay roof tiles should be used, as the typical Kent vernacular. For the 'gateway' properties, we would like to see reclaimed clay roof tiles, to ease the development into its village surroundings
7. The existing hedgerows along Church Street and Heath Road should be maintained and supplemented with further planting, not removed and replanted at a later date. From the visuals, the height of hedges appear to be substantially lower than existing
8. We are concerned at the changes to the garage and parking layout. Clarification should be sought that the number of parking spaces has not reduced from the original proposal. Church Street is already heavily congested with parked cars, particularly during school drop off and collection times. It is vital that sufficient off street parking is provided for all properties within the development. We are concerned at the 'stacking' arrangement of some of the parking spaces within the development and feel that this will only encourage on street parking.

We remain supportive of this application but would like to see our previous concerns addressed, as detailed above

16/506479 Land adjacent Rock House, Boughton Lane, Boughton Monchelsea 22/11/16

Change of use of land for the keeping of horses and construction of a sand school for horses, stables and a hay store (part retrospective)

**DECISION :**

The Parish Council wish to comment on the application as follows:

1. It should be confirmed that the new stable block is a replacement for the existing dilapidated stables and that the existing will be removed.
2. We are extremely concerned that the application has been submitted retrospectively, with most of the work on site already complete.
3. The site address shown in the application form is wrongly noted as 1 Boughton Mount Farm Cottages, Cliff Hill, Boughton Monchelsea.

16/507168 2 Church Street, Boughton Monchelsea --

Creation of an external access stairwell to the basement bedroom and extension to the existing light well, including the erection of a rain cover with a velux rooflight

**DECISION** : Not yet decided

- 16/508513 Lewis Court Cottage, Green Lane, Boughton Monchelsea --  
Demolition of existing lean to garage and erection of 3 no. detached dwellings with parking and landscaping  
**DECISION** : Not yet decided

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

- 16/507226 57 The Quarries, Boughton Monchelsea  
Proposed first floor accommodation with pitched roof hipped in on all sides, new roof above entrance and garage and single storey rear extension.
- 16/506567 Langley Park, Sutton Road, Maidstone  
Removal of Condition (5) Delivery Management Plan (9) and (10) Servicing/Delivery Hours) of planning permission 15/508496/REM.
- 16/505989 48 Church Street, Boughton Monchelsea  
Single and two storey extensions to rear, creation of car parking space to front.
- 16/505918 Old Pipe Barn, Wierton Hill, Boughton Monchelsea  
Listed building consent - Change of internal ground floor layout and variation of fenestration of kitchen and utility rooms.
- 16/505916 Old Pipe Barn, Wierton Hill, Boughton Monchelsea  
Change of internal ground floor layout and variation of fenestration of kitchen and utility rooms.
- 16/504173 Boughton Bottom Farm, Lower Farm Road, Boughton Monchelsea  
Relocation of the existing access and associated landscaping works, including the change of use of land to domestic garden
- 11/0512 Wierton Place, Wierton Road, Boughton Monchelsea  
An application for Listed Building Consent for internal alterations and extensions to facilitate the change of use of existing nightclub and apartments to 1 dwelling and 6 apartments, including extensions and internal works; conversion and extension of the existing ball room to 2 dwellings; demolition of existing garage block and erection of 4 terraced properties; conversion and extension of existing glasshouses to 4 dwellings; and the erection of 5 detached dwellings to the north and south of the access track, together with associated access and landscape works
- 11/0511 Wierton Place, Wierton Road, Boughton Monchelsea  
Change of use of existing nightclub and apartments to 1 dwelling and 6 apartments, including extensions; conversion of the existing ball room to 2 dwellings, including extensions; demolition of existing garage block and erection of 4 terraced properties; conversion of existing glasshouses to 4 dwellings, including extensions; and the erection of 5 detached dwellings to the north and south of the access track, together with associated access and landscape works
- 16/507669 16 Cherry View, Green Lane, Boughton Monchelsea  
Two storey side extension and single storey rear extension.
- 16/507323 24 Haste Hill Road, Boughton Monchelsea  
Erection of a conservatory to the rear

- 16/507236 Rivendale, Brishing Lane, Boughton Monchelsea  
Alteration to roof with new gable ends, insertion of rooflights and rear dormers, creation of fenestration and internal alterations.
- 16/506479 Land adjacent Rock House, Boughton Monchelsea  
Change of use of land for the keeping of horses and construction of a sand school for horses, stables and a hay store (Part retrospective)
- 15/505453 Woodside View, Park Lane, Boughton Monchelsea  
Erection of single storey detached Utility/day room unit for use in association with existing mobile unit.

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

None

**The following application(s) have been notified as WITHDRAWN**

- 16/507734 41 The Quarries, Boughton Monchelsea  
Roof extension with dormer to side and rear and single storey side extension.

**The following APPEALS have been notified:**

- 16/503052 The Yard, Hermitage Lane, Boughton Monchelsea  
Demolition of existing building and erection of 4 no. semi-detached cottages with amenity space and access

**Parish Council's response to planning inspectorate, submitted on 24/11/16 :**

Please note the Parish Council's response to the above appeal :

1. The Parish Council's original response to the application is as follows.  
This was sent to MBC's case officer, Lucy Harvey, on 27<sup>th</sup> April 2016.  
The information requested was never provided.

- *We feel that the proposed street view elevation drawing (DHA/11144/16) is misleading, with the proposed new dwellings not appearing to be shown to scale*
- *The proposed street elevation drawing (DHA/11144/08) needs to be completed and drawn accurately to fully show the relationship between the new and existing buildings. We have concerns that the new dwellings may dominate the existing cottages but we are not able to have a proper view on this with the limited information provided*
- *The site location is quite clearly rural and therefore any implications made in the documents that the proposal is on the edge of an urban area are misleading*

*In summary, members feel unable to comment formally on the application at this stage. The online comments system requires that the Parish objects, supports or remains neutral on the application. We do not feel able to comment in full until the above issues have been addressed.*

2. The amended drawings referred to in section 1.3.1 of Appeal Statement DHA/ERP/11671 are not available on Maidstone Borough Council's website and have not been sent to the Parish Council

3. We were extremely concerned at the original application and had expected further information to be issued so that we could submit our formal response. We could not and cannot comment further in any meaningful way until full details have been provided
4. The applicant appears to be utilising the site contrary to the current planning consent. The applicant is storing large numbers of pallets on a part of the site that has approval only as a parking / turning area. Pallets are stacked up high, in close proximity to an adjacent residential property.

**The following APPEAL DECISION(S) have been notified :**

None

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

None

- 13.1 Cllr Smith spoke regarding the interim findings of the Local Plan inspector. It was noted that Cllrs Smith, Ellis and Munford had met with MBC recently regarding sites within the parish. He added that the Parish Council's Neighbourhood Plan consultant was now on long term sick leave and therefore it would be necessary to appoint a new consultant.

**CLLR SMITH**

- 13.2 Cllr Gershon spoke regarding works at Wierton Place and advised that the Environment Agency were now involved.

**14. Representatives' Reports:**

- 14.1 KALC: Cllr Ellis had nothing further to report. Cllr Williams advised that she had attended the KALC AGM.

**14.2 Allotments :**

- 14.2.1 Keeping of bees : A plot holder had written to the Parish Council to ask if he could keep a bee hive on his allotment. Members had discussed this at length at the last meeting and it had been agreed that the clerk should write back asking for his detailed proposals, including professional advice he has taken. Further information had been received from the plot holder and this was discussed in detail. Although it was agreed that this was a worthy idea and that bees should be encouraged, it was felt that the allotment site was not an appropriate location for a beehive. It was also noted that MBC do not allow beehives on their allotments.

Members agreed that the clerk should write back suggesting that the plot holder get in touch with Boughton Monchelsea Amenity Trust, who may possibly have suitable land; or alternatively to get in touch with local farmers, who may be keen on the idea.

**CLERK**

**14.3 Village Hall & Recreation Ground :**

Cllr Brown advised that he has now collected the honour boards and will arrange for them to be put up in the village hall.

**CLLR BROWN**

Cllr Gershon advised that the committee are still working hard to improve the facilities in the village hall, including upgrade works to the toilets. He added that new hire restrictions were being put in place to prevent / minimise anti-social behaviour

Cllr Brown agreed to support Cllr Gershon by taking on the role of second village hall / rec ground representative.

14.4 Neighbourhood Watch : Cllr Williams had nothing to report.

14.5 Police Liaison : Cllr Date had nothing to report

14.6 Bus group : Nothing to report

**15. Items for Discussion:**

15.1 Health and Safety Issues : The clerk spoke regarding recent correspondence that had been received from a resident regarding the new gates in the Church Street play area. The resident was concerned that the gates do not have latches and therefore young children could run out of the play area. Cllr Munford noted that the gates had been replaced as there had been several incidents involving the gates slamming shut, causing a foot injury in one case. He added that the gates were set to open into the play area so a child pushing the gate when inside would not get out. The clerk advised that although the Parish Council's insurer had recommended fitting a barrier to the road edge of the footpath on Church Street (at the gate location) this was not possible due to lack of path width. It was agreed that notices should be fitted to the gates advising of the responsibility for parents / carers to supervise their children at all times. Correspondence should also be sent to the Parish Council's insurer advising of the above. **CLERK**

15.2 Parkwood Farm reservoir update : Cllr Herrin advised that the remedial works were now complete and that the reservoir consultant, Black & Veatch, had now written to the Parish Council withdrawing their previous instruction that the reservoir must not be used. He added that the reservoir is now available to be used, as required. The cost of the repairs was approximately £25K. Ongoing costs would be for yearly inspections and grass cutting.

Cllr Munford thanked Cllr Herrin for all his hard work on the reservoir project over the last few years.

15.3 North Ward update, including arrangements and agenda items for north ward Parish Council meeting on 24<sup>th</sup> January : The following agenda items were agreed

- Parish Councillor vacancies
- Litter picking volunteers
- Dog waste bins
- Fly tipping
- Footpaths
- Improvements to Joywood play area
- Parking issues

Clerk to ask Cllrs Matt Burton and Jade Webster if they have any agenda items to add. **CLERK**

15.4 BMAT – formation of company limited by guarantee. Proposal for Parish Council to become sole guarantor : Cllr Ellis proposed that the Parish Council become sole guarantor for the new Boughton Monchelsea Amenity Trust company limited by guarantee. The proposal was discussed at length by members and then seconded by Cllr Evans and agreed by all members.

15.5 Volunteer KCC Warden Scheme : Covered above

15.6 Vehicle activated road signs for Heath Road : The clerk advised that the speed traps are now in place on Heath Road, gathering traffic data. Once the survey period has ended the data will be collated and a report produced. Cllr Williams suggested checking the planning application conditions relating to Linton Park School as she recalled a possible requirement for flashing road signs. **CLERK**

Cllr Smith agreed to speak to the Thomas Cook land developer regarding possible funding for vehicle activated signs. **CLLR SMITH**

15.7 Devolution of KCC highway services : Cllr Williams noted that devolution gives Parish Councils the opportunity to undertake work such as swathe cutting, grass cutting and hedgerow cutting. Advantages of this would be having control over how often and when to carry out the work. It was agreed that Cllr Williams should pass on contact details to the clerk so she could find out more information.

**CLLR WILLIAMS**

15.8 Designation of 'quiet lanes' : Cllr Williams advised of a pilot scheme in Tonbridge and Malling. She added that Kent County Council do not currently have any policy on this but suggested that the Parish Council form a list of roads that we would want to be included as quiet lanes. Brishing Road was noted as one. Cllrs Gershon, Evans, Date and Skinner agreed to take this forward.

**CLLRS GERSHON / EVANS / DATE / SKINNER**

Cllr Munford asked what the designation of a quiet lane is. Cllr Williams signposted members to a document produced by CPR. Clerk to forward to quiet lane group members. **CLERK**

15.9 Dog walking guide : Cllr Williams showed members an example of a dog walking guide produced by another parish. Cllr Skinner agreed to review this and start work on a dog walking guide for Boughton Monchelsea. **CLLR SKINNER**

15.10 Trees on the green : Cllr Munford confirmed that himself and the clerk had met on site with MBC's landscape officer, Nick Gallavin following contact from a resident regarding tree damage to his property. Three trees on the edge of the green were discussed, a sycamore, a beech and a holly. Mr Gallavin had advised that there would probably be no objection to removing the holly but that if the Parish Council were to apply for the beech to be removed then MBC would most likely react by

putting a TPO in place. The Parish Council could then challenge this or apply to reduce the height of the tree.

It was noted that the sycamore tree next to the road was growing around a BT pole and wires and Mr Gallavin advised that emergency tree surgery work could be carried out without any application. He advised that branches could be removed within a one metre radius of the wire and that a branch touching the pole could also be removed as well as any ivy covering the tree. This work was carried out during late December.

It was noted that an application to remove all three trees had now been submitted by the Parish Council (ref 17/500186/TCA). Cllr Ellis proposed that if MBC put a TPO on the beech tree then the Parish Council should oppose it. Seconded by Cllr Date. A vote was taken with 10 for and 1 abstention. The proposal was therefore agreed by majority.

#### **16. Deferred items schedule :**

16.1 Furfield Quarry : Nothing to discuss.

#### **17. Any Other Business**

17.1 Volunteers required to help take the Christmas tree down on the green. Cllrs Munford and Date agreed to do this on Sunday 15<sup>th</sup> Jan at 9am.

17.2 Cllr Evans suggested that the clerk should write to village organisations asking for volunteers to help with litter picking in specific areas. **CLERK**

17.3 The clerk noted that a letter had been received from MBC advising of Parish Services Scheme funding for 2017/18. The payment for the year would be £3143. This compares to last year's £4154, a reduction of £1011. Cllr Ellis suggested that the clerk should contact MBC to request additional funds due to increased land maintenance responsibilities (Furfield Park public open space). **CLERK**

17.4 Cllr Munford asked members to consider putting themselves forward as Parish Council Chairman when the role becomes vacant in May.

#### **18. Date of Next Meeting:**

Extraordinary meetings of the Parish Council will be held as follows :

- Tuesday 24<sup>th</sup> January at 6.30pm in the committee room of the village hall (agenda item – precept for 2017/18)
- Tuesday 24<sup>th</sup> January at 7pm in Fusion Healthy Living Centre, Cobb Way, Parkwood (agenda items – north ward issues)

The next full Parish Council meeting will be held on Tuesday 7<sup>th</sup> March at 7pm in the village hall.

There being no further business the meeting closed at 9.35pm

**MINUTE 16** (Parish Council meeting 10 January 2017)

**SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:**

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 10 January 2017
16.1.07	Furfield Quarry	Methane monitoring	<p>Update reports obtained &amp; 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 &amp; Wells to set up meeting with relevant parties to discuss (1/11/11). Meeting took place 9/12/11. Next meeting due December 2012. Clerk to request financial information from MBC (3/7/12). Correspondence received 23/7/12. Cllr Ellis to arrange further meeting with relevant parties (4/9/12, 6/11/12). Clerk to arrange further meeting (8/1/13). Meeting with MBC arranged for 17<sup>th</sup> June. Cllrs Ellis and Evans to attend (7/5/13). Further meeting to be arranged (2/7/13). Meeting arranged for 5<sup>th</sup> September. Cllrs Ellis and Evans to attend (3.9.13). Cllr Ellis and Evans attended meeting on 5<sup>th</sup> Sept (5.11.13). Clerk to arrange further meeting (6/5/14, 1/7/14). Contacted MBC's Duncan Haynes 12/8/14 to arrange meeting. My Haynes has advised that he will be meeting with the consultant who manages the methane monitoring system on site in September and will arrange a meeting following this (2/9/14). Meeting with Duncan Haynes arranged for Weds 10<sup>th</sup> Dec at 10am. Cllrs Ellis and Evans to attend (4/11/14). Cllrs Ellis and Evans attended meeting on 10<sup>th</sup> 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)</p>