

BOUGHTON MONCHELSEA PARISH COUNCIL

Minutes of the Parish Council Meeting held on 4th September 2012 In Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.30pm

Present:

Cllrs S. Munford (Chairman)
 C. Bracking
 S. Evans
 I. Ellis
 K. Williams
 J. Thompson
 J. Gershon
 W. Brown
 M. Bray
 W. Clarke
 L. Date
 P. Herrin
 D. Smith

Parish Clerk
KCC Warden, Liz Lovatt

1. **Apologies:**
 Apologies were received from Cllr Lewis and PCSO Matt Thomas
2. **Notification of late items for inclusion on the agenda**
 None
3. **Standing Order 61: To decide whether the public and press should be excluded from the meeting for any item.**
 No exempt items
4. **Reports from Maidstone Police / PCSO and KCC Rural Community Warden**
 PCSO Matt Thomas had provided crime figures to the clerk in advance, as follows :
 30th June 2012 to 31st August 2012 – twelve crimes overall including two burglaries, one attempted burglary and nine incidents of theft. Premises targeted in the burglaries included Design box studio, Hair by the Green, Tudor Oak furniture and a shed on the grounds of the primary school. The attempted burglary was to the petrol station on Heath Road.

Over the same period in 2011, 17 crimes were committed.

KCC Warden, Liz Lovatt reported that funding of £500 had been obtained recently for purchase of plug type devices to carry out pre-emptive checks on electrical socket safety in people's homes. Maidstone had been selected as an area to pilot these checks. Liz added that for elderly and vulnerable people, funding may be available for any remedial electrical works found to be required. Cllr Munford stated

that setting up this scheme had been Liz's initiative and that it was hoped that Kent Fire & Rescue would take it on too.

It was noted that dog fouling on footpaths was an ongoing problem. Liz explained that there were various ways of approaching the problem, including MBC's 'bag and flag' events and letter drops to local residents. It was agreed that these should be followed up.

CLERK

Liz spoke regarding the forthcoming 'Bark in the park' event in Coxheath on 15th September and asked whether Boughton Monchelsea would consider hosting this event next year. It was agreed that Cllrs Bray and Williams would attend the event in Coxheath and report back to members at the next meeting

CLLR BRAY / CLLR WILLIAMS

It was noted that no motorbike nuisance problems had been reported recently.

5. Open Quarter:

No members of the public were present at the meeting.

6. Declarations of Interests:

No interests were declared

7. Matters outstanding from minutes (3 July) not included in agenda:

Item 7 Conservation areas : Cllr Munford noted that due to lack of funding, MBC are not doing anything at present on conservation areas. He added that during a recent meeting however, the MBC conservation officer had seemed in agreement with the Parish Council's desires for new and extended conservation areas in The Quarries, Wierton and Church Hill. Cllr Munford stated that he is currently in discussions with MBC regarding whether the Parish Council can carry out some of the necessary work required to enable these locations to become conservation areas.

CLLR MUNFORD

Cllr Munford stated that the folly and ha-ha within the grounds of Boughton Mount are fantastic features and that MBC had indicated that they would support the Parish Council in any approach to English Heritage regarding listing of these. Cllrs Munford and Gershon to progress.

CLLR MUNFORD / CLLR GERSHON

Item 7 Renovation of finger post at Gandy's Lane / Green Lane junction : Cllr Bray to pursue.

CLLR BRAY

Item 9 Gypsy sites : Cllr Munford advised that he has asked MBC for further information on the total number and occupancy of gypsy sites within the parish and adjacent parishes and would forward this to members in due course.

CLLR MUNFORD

Item 11.2 New Code of Conduct : It was noted that members notification of pecuniary interests forms were now posted on both the Borough Council and Parish Council websites.

Item 13.6 Bus group : Cllrs Munford and Bracking had attended the recent bus group meeting.

Item 16.3 Newsletter : Cllr Munford thanked Cllr Thompson for producing the latest Parish Council newsletter which members agreed was very informative.

8. Mintues of the meeting held on 3 July 2012:

The minutes of the meeting held on 3 July 2012 were agreed as correct. Proposed by Cllr Bracking, seconded by Cllr Ellis. Agreed by all members.

9. Clerk's report

The contents of the clerk's report were noted.

Cllr Munford thanked the clerk and Councillors for all their hard work over what had been a very busy period since the last Parish Council meeting.

10. Finance Report:

Payments since last meeting (incl VAT) :

Parish Clerk	Stamps, agenda printing, resolution of software problems on clerk's laptop (50% of cost)	91.91
Village hall committee	Hall hire	6.50
EDF Energy	Electricity – parish hut	30.00
RIP Cleaning Services	Dog bin emptying - June	43.20
Gill Turner Tucker	Wayleave agreement fee (replacement of original cheque as lost by GTT)	448.00
C. Bracking	Allotment expenses (from grant money)	223.94
Steadline Limited	Parkwood Farm reservoir construction works	31,785.70
Black & Veatch	CDM Co-ordinator, construction services fees	5400.00
Village hall committee	Hall hire	30.00
PMC Planning	Provision of planning advice ref Neighbourhood Plan	1000.00
Public Works Loan Board	Loan payment	4.74
Gill Turner Tucker	Further wayleave agreement fee	310.80
RIP Cleaning Services	Dog bin emptying - July	43.20
Gill Turner Tucker	Final wayleave agreement fee	133.20
Zurich Municipal	Parish Council annual insurance premium	1309.57
Zurich Municipal	BMAT annual insurance premium	628.34
Xpress Signs	Jubilee expenses (repaid to PC ex VAT by Jubilee committee)	400.80
Parish Clerk	Clerk's salary (17/5/12 to 17/8/12) and expenses	1644.89
D. Yeeles	Electrical inspection and testing	160.00

Parish Clerk	to portacabin wiring and supply	
N. Tuck	Stamps for posted newsletters	72.00
	Newsletter delivery	100.00

Receipts:

HMRC	VAT refund 2011/12	19,790.94
MBC	Linton Road Section 106 money	1630.57
Various	Jubilee competition entry money (£10), allotment rent (£5), payment from jubilee committee (£334)	349.00

Balances as at 28th August 2012 :

Current Account	33431.65
Business Reserve	423.72
National Savings	277.21
Total Financial Assets	34132.58

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

11. Correspondence:

- 11.1 KCC – Community Transport Fund : Cllr Munford stated that he had attended a meeting relating to this recently and that a local dial a ride service was already in place, the 'Kent Karrier'. He added that the bus group could possibly put in a bid for a combined bus service through from Ulcombe but that likely interest in the scheme would first need to be established. Cllrs Munford and Williams to pursue.

CLLR MUNFORD / CLLR WILLIAMS

- 11.2 KALC – DCLG Consultation on payments by parish and community councils and charter trustees : It was agreed that the Parish Council should support the draft KALC response and that a direct response on the consultation should be sent accordingly.

CLERK

- 11.3 MBC – Core Strategy Consultation : Cllr Munford suggested that two small sub-groups be formed to agree responses to the consultations. Groups agreed as follows :

Core Strategy Strategic Site Allocations : Cllrs Ellis, Smith, Gershon, Munford & Bray. Cllr Smith to arrange meeting.

CLLR SMITH

Maidstone Integrated Transport Strategy : Cllrs Herrin, Munford, Thompson & Date. Cllr Herrin to arrange meeting.

CLLR HERRIN

- 11.4 KALC Maidstone Area Committee – Concurrent Functions / Proposed Parish Services Scheme : Cllr Ellis proposed that the Parish Council support KALC in its petition to oppose the Parish Services Scheme and retain the Concurrent Functions Grant. Seconded by Cllr Date, agreed by all members. It was also agreed that a request should be made for the proposed wording of the petition to be simplified to appeal more to members of the public. Clerk to respond to KALC accordingly.

CLERK

11.5 MBC – Task list for Royal Engineers : Various possible schemes were discussed but it was agreed that the following proposals should be put to the Royal Engineers as suitable tasks :

- Development of Shaw Stream from reservoir to the woodyard
- Footpath from Beresfords Hill to Quarry Wood

Clerk to forward scheme details to MBC

CLERK

12. **Planning Report:**

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

		MBC notified
MA/12/0948	Anzac, Heath Road, Boughton Monchelsea Applicant : Mr Musaku Erection of a single storey front extension DECISION : No objection / comment	17/7/12
MA/12/1130	Cherry-Tree Park, Church Hill, Boughton Monchelsea Applicant : Mr & Mrs Boswell Application for removal of condition 2 of permission MA/09/2004 (Condition 2 states : The caravan park Hereby permitted shall not be open for business between 14 January to the 1 March in any calendar year) DECISION : The Parish Council would like to see the application refused and request that the application is reported to the Borough Council's planning committee for the planning reasons set out below : <ul style="list-style-type: none"> • The rules dictating a closed period each year on this type of site are upheld all over the country and there is no reason why any exception should be made for this particular site • The condition should remain in order to ensure that the site is not used for permanent residential accommodation, pursuant to policy ENV28 of the Maidstone Borough-Wide Local Plan 2000. • If approved, the site would have permanent residential use. Together with the adjacent gypsy sites this would constitute unacceptable ribbon development and an expansion of the village into the open countryside • If the site had permanent residential use then there would be an unacceptable strain on local services. Mobile home dwellers would become part of the permanent community, needing access to local facilities such as doctors and schools 	17/7/12
MA/11/1939	Albion Inn, Church Street, Boughton Monchelsea Applicant : Architecnique Architects Erection of a single storey rear and side extension DECISION : No objection however the Parish Council	17/7/12

	would like to see clarification of the car parking provision as this is not shown on the drawings. The application form states that there is a proposed reduction in parking spaces from six to four. The Parish Council would want to see all the existing car parking spaces remain as four spaces is insufficient for pub customers	
MA/12/1274	Gravitts Cottage, Peens Lane, Boughton Monchelsea Applicant : Mr White Reconstruction of building above first floor level due to woodworm infestation, plus first floor rear extension and adjustment to fenestration of front elevation DECISION : No objection / comment	22/8/12
MA/12/1409	The Oast, Brishing Lane, Boughton Monchelsea Applicant : Ms Gibson Conversion of oast house from one dwelling to two dwellings DECISION : No objection however the Parish Council would like MBC to investigate how parking will be allocated and accessed for the second, smaller dwelling	22/8/12
TA/0118/12	Boughton Monchelsea Place, Church Hill, Boughton Monchelsea Applicant : Mrs Kendrick Tree Preservation Order application : TPO No. 1 of 1955 : an application for various works to trees as described in TA/0118/12 DECISION : No objection / comment	22/8/12
MA/12/1475	Heinz Orchard, Wierton Hill, Boughton Monchelsea Applicant : Mr Thirkell Erection of a steel framed agricultural building DECISION : Not yet decided	--

The following applications have been APPROVED by MBC :

MA/12/0309	Land to the east of Beresfords Hill Cottage, The Quarries, Boughton Monchelsea Retention of outbuilding indicated to be demolished under MA/07/1774 for use as ancillary to dwelling house and erection of boundary fence
MA/12/0948	Anzac, Heath Road, Boughton Monchelsea New front wall to building
MA/11/1939	Albion Inn, Church Street, Boughton Monchelsea Erection of a single storey rear and side extension
MA/12/0950	17 Lockham Farm Avenue, Boughton Monchelsea Erection of a single storey rear extension

The following applications had been REFUSED by MBC:

MA/11/1938	Albion Inn, Church Street, Boughton Monchelsea Erection of a detached two bedroom house
MA/12/0845	57 Church Street, Boughton Monchelsea Erection of a two storey rear extension

The following application(s) have been notified as WITHDRAWN

None

The following APPEALS have been notified:

None

The following APPEAL DECISION(S) have been notified :

None

The following APPEALS have been notified as WITHDRAWN:

None

13. Representatives' Reports:

13.1 KALC: Covered in item 11.4 above

13.2 Allotments : Nothing to report

13.3 Village Hall & Recreation Ground : Cllr Bray advised that a large 'village hall' sign would soon be added to the south elevation of the village hall.

13.4 Neighbourhood Watch: Cllr Williams advised that the next Neighbourhood Watch meeting would be held imminently.

13.5 PACT : Cllr Date advised that there had been no recent meeting of the Police Forum.

13.6 Bus group : Nothing to report.

14. Items for Discussion:

14.1 Parkwood Farm reservoir scheme : Cllr Herrin advised that works to the reservoir were now almost complete . He added that the pipe lining was leaking but that the contractor was carrying out remedial works on this. Cllr Herrin stated that two people would be required on site at any one time to operate the sluice gate. He made a request for six or so reasonably fit volunteers who could be instructed as to what action to take and when to take it in the event of a flood situation. The following members volunteered for this role : Cllrs Smith, Bracking, Brown, Ellis, Herrin, Williams and Munford. Cllr Herrin to arrange site meeting to provide instruction and to test the operation of the sluice gate. **CLLR HERRIN**

Cllr Herrin noted that the final cost to the Parish Council over and above the DEFRA grant money would be slightly more than the £25,000 previously advised. He added that this was due to several issues such as legal fees relating to the wayleave agreement (approx £1000) and the fact that the consultants fees had marginally increased.

Cllr Munford thanked Cllr Herrin for all his hard work on the reservoir scheme.

14.2 Furfield Quarry : Cllr Ellis noted that following the meeting in December 2011 he would be setting up a further meeting to take this forward. It was noted that the boundary fence to the land was constantly being vandalised but had been repaired a number of times by the landowners. It was suggested that both the PCSO and KCC Warden should be asked to keep an eye out for any anti social behaviour in this area.

CLERK

14.3 Allotments – proposed revised lease agreement and draft letter to plot holders : It was agreed that the lease agreement should be reviewed at the next Parish Council meeting.

CLERK

14.4 Parish Council website – next steps : Cllrs Gershon and Thompson had produced a written sheet regarding possible improvements to the Parish Council website. This was circulated to members for their review with a request for any comments to be returned to Cllrs Gershon and Thompson.

CLERK / ALL CLLRS

Cllr Munford thanked Cllrs Gershon and Thompson for their recent hard work on updating the website.

14.5 Parish Council complaints policy : Cllrs Brown, Date and Gershon had produced a draft Parish Council complaints policy for consideration by members. Cllr Smith proposed that the policy be accepted. Seconded by Cllr Evans. Agreed by all members.

15. Deferred items schedule :
Nothing to discuss

16. Any Other Business :

16.1 Cllr Williams advised that she had met up with Borough Cllr Moriarty regarding provision of a footpath between the north ward developments and the Parkwood play areas. She added that funds were available for this and it was looking very likely that a footpath would be constructed.

16.2 Cllr Williams spoke regarding the 'Tomorrow's people' scheme in Parkwood which provides assistance to young people and families. She explained that she would look into the availability of KCC funding in the hope that this scheme might be extended to the whole parish.

CLLR WILLIAMS

16.3 Cllr Clarke spoke regarding 'Community First Responders' who act as volunteers in attending medical non-emergencies. She added that some communities had purchased defibrillators for use by all in emergencies and queried whether this was something the Parish Council might look into. Cllr Williams suggested that perhaps a local 'first responder' scheme might be set up. Cllr Clarke to pursue and report back to Councillors accordingly.

CLLR CLARKE

16.4 Cllr Date advised that a new volunteer had kindly come forward to maintain the village gateway planters. It was agreed that the Parish Council would continue to fund the purchase of seasonal plants.

16.5 Cllr Date stated that more Speedwatch volunteers were needed and that he would publicise this in noticeboards etc. Cllr Munford thanked Cllr Date for his continuing dedication to Speedwatch.

CLLR DATE

16.6 Cllr Herrin spoke regarding nominations for the 'Honours List' and suggested that the Parish Council might wish to put forward a suitable member of the community for this. Clerk to pursue in conjunction with Cllr Munford.

CLERK / CLLR MUNFORD

17. Date of Next Meeting:

The next meeting will be held on Tuesday 6th November 2012 in the main hall of the village hall. There being no further business, the meeting was closed at 10.15pm.

MINUTE 15 (Parish Council meeting 3 September 2012)

SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 4 September 2012
11.3.03	Wierton Place	Victorian Greenhouses – conservation	MBC set up liaison group with owner's agent & architect. Considering enabling development. Meeting requested with MBC's Conservation Officer. Clerk to complain to CE MBC about lack of action and commitment to preserve these listed buildings (4.7.06). Response discussed mtg 5.9.06. Update report received from MBC (6.3.07). Clerk to write to MBC requesting that this is added to the enforcement action report. (7/7/09). E-mail sent to MBC (Denise Roy) on 22/8 requesting that this case is added to the report and requesting information on its status (1/9/09). Requested update on this case 4/4/11 however planning application MA/11/0511 received 14/4/11 incorporating proposal to convert greenhouse into houses. MA/11/1511 remains undecided by MBC (5/7/11, 6/9/11, 1/11/11, 10/1/12, 7/3/12, 3/7/12, 4/9/12)
16.1.07	Furfield Quarry	Methane monitoring	Update reports obtained & passed to Cllr Fuller / meeting of Custodian Trustees. Need to write to planning authority asking whether methane is being monitored (4.3.08, 6.5.08, 15.7.08). Up to date report received. Ensure reports requested annually (2.9.08). Clerk to request latest report (6/7/11, 6/9/11). Latest report requested. Page & Wells to set up meeting with relevant parties to discuss (1/11/11). Meeting took place 9/12/11. Next meeting due December 2012. Clerk to request financial information from MBC (3/7/12). Correspondence received 23/7/12. Cllr Ellis to arrange further meeting with relevant parties (4/9/12)
7/3/12	Brishing Lane	Speed limit	It was noted at the PC meeting on 7/3/12 that a 20mph zone pilot scheme was currently in operation in Maidstone but that this pilot would be ongoing for the next 18 months. It was therefore agreed to put this item on the deferred items schedule to be reviewed again from September 2013.