

## BOUGHTON MONCHELSEA PARISH COUNCIL

### Minutes of the Parish Council Meeting held on 4<sup>th</sup> July 2017 in the main hall of Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.00pm

#### Present:

Cllrs S. Munford (Chairman)  
I. Ellis  
S. Evans  
J. Skinner  
P. Herrin  
L. Date  
N. Wilde  
R. Martin  
J. Gershon  
B. Brown

Parish Clerk  
KCC Warden, Liz Lovatt  
Mr David Redfearn  
2 residents (Mr Jarvis and Mrs Redfearn)

1. **Apologies:** Apologies were received from Cllr Whybrow, Cllr Smith, Cllr Williams, Mr Tim Mumford and Mr Rob Edmans

Cllr Ellis informed members of the sad news that Mr Tommy Thompson had recently passed away. Councillors spoke regarding the dedicated years of service Mr Thompson had given to the community. Clerk to send condolence card to his family. **CLERK**

Cllr Ellis noted that Mr Ron Davis had recently been ill in hospital. Members wished him a speedy recovery and asked the clerk to send him a get well card **CLERK**

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**

The following late item was permitted as it related to safety critical tree surgery work

15.6 Tree surgery work to Walk Meadow

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

It was agreed that detailed discussion and voting in relation to item 12.1 should exclude the public and press.

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 south ward crimes in June, including 2 incidents of criminal damage, 2 burglaries and 2 thefts.

KCC Warden, Liz Lovatt was present at the meeting but had also provided a written report in advance :

- A serious collision had occurred on Heath Road on 22<sup>nd</sup> June. A pedestrian had been hit by a car
- Further criminal damage to the defibrillator kiosk had occurred in June. CCTV footage had been checked but it was not clear exactly when the damage had happened therefore no evidence had been found
- Complaints regarding nuisance from loud, live music had been received. Persons affected had been referred on to MBC's environmental team.
- There has been an increased warden presence in the village hall area following complaints of anti-social behaviour
- Complaints have been received regarding illegal off-road motorbike use in Furfield Quarry and the Parkwood recreation ground. Any further incidents should be reported to the Police via 101
- Fly tipping can now be reported via the 'Country Eye' app
- Large numbers of welfare visits continue, including providing support for vulnerable residents

Cllr Munford added that any complaints regarding noise, bonfires etc must be reported directly by residents to Maidstone Borough Council. It was agreed that Cllr Munford should speak informally to the owner of the Rockin Robin brewery regarding recent noise complaints from residents. **CLERK**

Members spoke regarding Speedwatch and Cllr Date stated that he would be liaising with the Police regarding the possibility of a new Speedwatch site close to the primary school. Liz Lovatt agreed to help with Speedwatch checks, if required.

6. **Open Quarter :**

Resident, Mr Chris Jarvis, stated that he had recently moved to Boughton Monchelsea and was keen to get involved in the community. He explained that he had been a member of the residents' association where he lived previously.

Mr Jarvis expressed an interest in joining the Parish Council and it was agreed that he would be informed of any future vacancies as and when they arise.

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 15.6 – Tree surgery work to Walk Meadow

8. **Matters outstanding from minutes (2<sup>nd</sup> May) not included in agenda:**

Item 10 : Cllr Munford thanked Cllr Date and all Councillors who had contributed articles to the recent Parish Council newsletter.

Item 14.1 : It was noted that the Parish Council had no comments to make on MBC's consultation on proposed modifications to the Local Plan and therefore no response had been returned

Item 14.3 : Cllr Munford thanked Cllr Brown for drafting a metal detecting agreement. Clerk to forward to resident in The Quarries who wishes to carry out metal detecting in Walk Meadow and Quarry Wood. **CLERK**

Item 16.2 : Cllr Martin advised that there had been no further progress yet regarding the possibility of installing some raised beds at the allotments but suggested that a plot closest to the portacabin would be most suitable

Item 16.6 : Cllr Skinner advised that she would not be able to act as bus group representative due to work commitments. Nobody else was prepared to take on this role therefore Cllr Munford and the clerk agreed to act as contacts for the time being.

Item 17.7 : It was agreed to give Cllr Munford delegated powers to spend up to £100 on additional CCTV signage. Cllr Herrin noted that signs should not be erected on highway verge. Cllr Evans stated that there seemed to have been a reduction in fly tipping since the CCTV was installed. **CLLR MUNFORD / CLERK**

9. **Minutes of the meeting held on 2<sup>nd</sup> May 2017. Agreement of and signature by Chairman of the Parish Council :**

The minutes of the Parish Council meeting held on 2<sup>nd</sup> May were agreed as correct. Proposed by Cllr Ellis, seconded by Evans and agreed by all members.

10. **Clerk's report**

The contents of the clerk's report were noted. The clerk expanded on the information in the report, as follows :

- Community defibrillator awareness session will take place on Tuesday 25<sup>th</sup> July at 7pm in the village hall. Cllrs Date, Evans, Herrin, Munford, Skinner and Brown agreed to assist with delivery of flyers to properties in the village.
- Highways meeting with KCC will take place on 14<sup>th</sup> July, attended by Cllr Eric Hotson and officers. It was agreed that the Parish Council should write to KCC in support of the primary school's letter of 4<sup>th</sup> July, requesting a reduction in speed limit along Heath Road. Cllr Munford, Cllr Ellis and the clerk will attend the meeting on behalf of the Parish Council. **CLERK**

11. **Finance Report:**

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

Steadline Ltd	Parkwood Farm reservoir repairs	907.50
KALC	Annual subscription	847.06
RIP Cleaning Services	Dog bin emptying - April	43.20

<b>** Solmco Ltd **</b>	Repairs to 'phone' box glass	75.00
Parish Clerk	Clerk's salary and expenses - April	892.89
HMRC	Employer / Employee NI - April	39.56
South East Water	Allotment water bill – Oct 16 to Apr 17	30.68
B Mon. Brownies	Grant	200.00
B Mon. Friendship Circle	Grant	250.00
B Mon. Scouts	Grant	300.00
B Mon. village fete committee	Grant	200.00
B Mon. Helping Hands	Grant	300.00
B Mon. Bowls Club	Grant	250.00
B Mon. Toddler Group	Grant	200.00
Kent, Surrey & Sussex Air Amb.	Grant	250.00
Parish Clerk	Expenses - refreshments for Annual Parish Meeting	71.25
I. Ellis	Expenses – Parishioner of the Year gifts	271.88
K. Works Blacksmithing	Sluice gate fabrication for reservoir	230.00
L. Date	Parish Meeting flyer delivery	150.00
Parish Clerk	Clerk's salary and expenses - May	868.26
HMRC	Employer / Employee NI - May	39.56
RIP Cleaning Services	Dog bin emptying - May	43.20
<b>** Stocksigns Ltd **</b>	Play area safety signs	150.82
B Mon. village hall committee	Hall hire	69.00
EDF Energy	Electricity supply to parish hut	44.42

#### **Receipts:**

HMRC	VAT reclaim for 2016/17	10,278.28
------	-------------------------	-----------

#### **Balances as at 27<sup>th</sup> June 2017 :**

Current Account	111,583.44
Business Reserve	424.70
National Savings	299.73
<b>Total Financial Assets</b>	<b>112,307.87</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 Ellis, seconded by Cllr Herrin and agreed by all members.

Cllr Munford suggested that an additional grant of £235 should be given to the Friendship Circle to allow them to hire a coach for a summer trip to the seaside. Suggestion put forward as a proposal by Cllr Ellis, seconded by Cllr Skinner and agreed by all members.

11.2 Budget monitoring report : The budget monitoring report to 27/6/17 was included in the agenda papers and was agreed by all members

#### **12. Correspondence:**

12.1 Mr Edmans / Mr Mumford / Mr Redfearn – Applications to become a Parish Councillor :

A copy of the Parish Council's 'New Councillor co-option procedure' had been forwarded to members in advance of the meeting and Cllr Munford gave an overview of the procedure prior to the applications being considered.

Mr Mumford and Mr Edmans had given their apologies for the meeting. Mr Redfearn spoke regarding his application and of his desire to give back to the community.

Cllr Ellis suggested that the Parish Council should defer any co-options until the next Parish Council meeting to give Mr Jarvis an opportunity to apply. Cllr Munford stated that he felt that there should be no delay in co-opting new members. Cllr Herrin noted that he did not wish to continue as a Parish Councillor beyond the remainder of his term and may choose to stand down before 2020. Cllr Date proposed that the Parish Council continue with co-opting members at this meeting, as planned. Seconded by Cllr Munford. A vote was taken with 7 for and 3 abstentions. Motion carried.

Members of the public left the room at 8.00pm to allow discussion on the three applications and voting as an exempt item.

Members of the public were invited back into the room at 8.10pm and the decisions made and reasons behind them were explained as follows :

First vacancy, for north ward – applicants were Mr Mumford and Mr Redfearn.

Mr Redfearn was confirmed as the successful candidate due to the skills he brings with him, working for the highways department of a local authority and his years of previous service as a Police Officer.

Second vacancy, for south ward – applicants were Mr Mumford and Mr Edmans.

Mr Edmans was confirmed as the successful candidate due to his relevant legal and business management skills and the voluntary work he has already been doing with the Parish Council in relation to flood alleviation and planning support.

It was agreed that the clerk should write to Mr Mumford, thanking him very much for his application and offering to keep his details on file, with his agreement, so that he can be notified of any future vacancies on the Parish Council as they arise.

Mr Redfearn signed the Declaration of Acceptance of Office form and took his place at the meeting. The Clerk presented Cllr Redfearn with a copy of the Council's Standing Orders and a Parish Council information pack. Clerk to inform MBC of co-options. **CLERK**

12.2 Mrs Gibson – Letter regarding vehicle / parking issues : Cllr Munford explained that a complaint had been received regarding vehicle and parking issues at the Green Lane / Meadow View Road junction. Actions to be taken were agreed as follows :

- Clerk to ask KCC Warden to check tax and MOT status of vehicles regularly parked on the road at this location **CLERK**

- Request to be made to the relevant authority for double yellow lines at the junction.  
To be discussed with KCC at meeting on 14<sup>th</sup> July **CLERK**
- Clerk to ask KCC Warden and PCSO to keep an eye on the area in terms of safe parking etc **CLERK**

### 13. Planning Report:

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

		<b>MBC notified</b>
17/501904	Land at Langley Park, Sutton Road, Maidstone Reserved matters application for 96 dwellings, access roads and paths, hard and soft landscaping and public open space pursuant to condition 1 of Outline permission reference 13/1149. (Appearance, Landscaping, Layout and Scale being sought) <b>DECISION</b> : No objection / comment	2/5/17
17/501764	Poplar Barn, Brishing Lane, Boughton Monchelsea Erection of a single storey rear extension and attached single garage with external and internal alterations. Change of use of land to residential and relocation of existing oil storage tank and treatment plant. (Amendment to previous application 14/502481) <b>DECISION</b> : No objection / comment	2/5/17
17/501734	4 Lockham Farm Avenue, Boughton Monchelsea Erection of a rear conservatory (retrospective) <b>DECISION</b> : No objection / comment	5/6/17
17/502320	Sharrow, 6 Haste Hill Road, Boughton Monchelsea Erection of a 2 storey and single storey rear extension and front single storey bay window extension matching neighbouring property <b>DECISION</b> : No objection / comment	5/6/17
17/502367	Aldi Stores Ltd, Langley Park, Sutton Road, Maidstone Advertisement consent for 3 x internally illuminated fascia signs, 5 x non-illuminated fascia signs and 2 x internally illuminated poster board signs <b>DECISION</b> : No objection / comment	5/6/17
17/502583	Units 2 to 3 Parkwood Trading Estate, Cuxton Road, Maidstone Demolition of two storey offices to Unit 2 – new façade <b>DECISION</b> : No objection / comment	5/6/17
17/502610	Shibblers, Brishing Lane, Boughton Monchelsea Office and utility room to be demolished to make a utility room link to the garage. Storage space above the garage. Approved first floor bedroom reduced. <b>DECISION</b> : No objection / comment	5/6/17
17/502535	1 Orchards Park, Park Lane, Boughton Monchelsea Variation of condition 3 of MA/11/0744 to allow the removal of amenity block and the siting of additional 2 mobile homes on plot 3 with a total of 8 mobiles for the plot <b>DECISION</b> : The Parish Council would like to see the above planning application refused for the following reasons and wish to see it reported to the	5/6/17

Borough Council's planning committee :

- a. The proposal represents an unacceptable over accumulation of units in the open countryside. The condition has already been varied twice over the last five years, allowing an additional 2 mobile homes on the site in 2012 and a further 4 on the site in 2014. In addition, we believe there is already a planning breach on the site as drawing MAI/17038/P shows 11 existing mobile homes in total when permission has only been granted for 10.
- b. We are concerned at the environmental and health and safety issues that would result from the proposal
- c. The proposal would negatively impact the private amenity of residents living on plots 1, 2 and 4. There is only one mobile home each on plots 1 and 4 with a total of 8 mobile homes proposed for plot 3
- d. Planning permission relating to 14/502411 states that no more than 10 mobile homes shall be stationed on the site 'to safeguard the character and appearance of the countryside'. We believe that any further mobile homes would significantly impact both the character and appearance of the countryside
- e. The accompanying report produced by Ellis Associates states that the mobile homes would be used to 'accommodate siblings to be married with immediate effect and the growing families in the future'. It would be unacceptable to allow planning permission for projected future requirements, applications should be made at the time the need exists
- f. The proposal would have a negative impact on public amenity due to the nearby public right of way. The trees that are shown on the drawings were supposed to provide a buffer between the site and the countryside beyond. The proposed layout shows over half of plot 3 being taken up by mobile homes, and cars, with less than half the land area now available for trees and soft landscaping. In comparison, the soft landscaped area on plot 4 is much larger than that proposed for plot 3
- g. The application is misleading as it implies there is currently an amenity block on plot 3. Drawing number MAI/17038/P indicates that this has already been removed or was perhaps never there in the first place. We fail to understand how a plot with one mobile home requires an amenity block but an 8 home plot doesn't?
- h. The Borough Council have recently refused planning application 17/500734 relating to Norrington, Heath Road, Boughton Monchelsea. This application proposed demolition of an existing property and construction of three new family homes on a long, thin site. The application was refused for various reasons including that the proposal would result in a cramped and over developed form of development and that it would cause unacceptable harm to neighbouring and future occupiers by reason of the site constraints. Various policies were cited by the Borough Council in the decision notice for this application and we believe that 17/502535 should be refused on similar grounds.

17/503007 8 Harling Close, Boughton Monchelsea

--

Erection of a single storey rear extension with part tiled roof and part flat roof, incorporating roof light

**DECISION** : Not yet decided

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

- 17/501687 23 Haste Hill Road, Boughton Monchelsea  
Proposed two storey side and single storey rear extension with new porch to front elevation
- 17/501619 Aldi Stores Ltd, Langley Park, Sutton Road, Maidstone  
Advertisement Consent for 1 x internally illuminated totem sign with ALDI sign case and standard opening hours sign case.
- 17/501291 Spindlewood, Wierton Hill, Boughton Monchelsea  
Alterations to as built dormers to remove flat roofs and add tiled pitched roofs.
- 17/501082 F G Barnes, Bircholt Road, Maidstone  
Advertisement Consent for 3 x internally illuminated Fascia signs and 5 x internally illuminated free standing signs
- 17/500913 The Willows, Heath Road, Boughton Monchelsea  
Roof extension with dormer windows to front and rear elevations and velux windows to side elevations
- 17/500874 Fallow End, Gandys Lane, Boughton Monchelsea  
Certificate of Lawful Development (proposed) for the erection of single storey rear extension.
- 17/501764 Poplar Barn, Brishing Lane, Boughton Monchelsea  
Erection of a single storey rear extension and attached single garage with external and internal alterations. Change of use of land to residential and relocation of existing oil storage tank and treatment plant. (Amendment to previous application 14/502481/FULL)
- 17/500098 The Piggeries, The Quarries, Boughton Monchelsea  
Demolition of existing buildings and erection of single detached dwelling house

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

None

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

None

**The following APPEALS have been notified:**

None

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

None

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

None

13.1 Cllr Gershon spoke briefly on the contents of the planning report.



13.2 Cllr Redfearn agreed to join the Parish Council's planning committee.

**14. Representatives' Reports:**

14.1 KALC: Cllr Ellis had nothing to report.

14.2 Allotments : Cllr Martin noted that the possibility of installing some raised beds was still being considered. He added that a complaint had been received regarding a number of unworked and weed covered plots. The clerk would remind tenants of the terms of their lease agreement when sending out rent reminder letters to plot holders in September. **CLERK**

14.3 Village Hall & Recreation Ground : Cllr Gershon spoke regarding the possibility of CCTV in and around the recreation ground and village hall car park and suggested that the Parish Council may want to consider contributing to the cost of this. Any formal request for funding would need to come from the village hall and recreation ground committee.

Cllr Gershon advised that the committee had been proactive in removing advertising signs on the outside of the metal fence around the play area, in order to improve visibility for motorists

14.4 Neighbourhood Watch : Cllr Williams was not present at the meeting. Resident, Mr Chris Jarvis kindly agreed to look into reviving the NHW group in Boughton Monchelsea. Clerk to contact the Police, KCC Warden and previous NHW co-ordinator, Patricia O'Toole, in an effort to assist. **CLERK**

14.5 Police Liaison : Cllr Date agreed to liaise with the Police regarding a possible new Speedwatch site next to the primary school. **CLLR DATE**

14.6 Bus group : Nothing to report.

**15. Items for Discussion:**

15.1 Health and Safety Issues : Cllr Martin expressed concern regarding the condition of Heath Road between Loddington Lane and Hubbards Lane and noted that the drains appear to be full of silt. Cllr Martin had reported this directly to KCC however it was agreed that this should be brought up at the meeting with KCC on 14<sup>th</sup> July. In addition, Cllr Martin noted that the Heath Road footpath close to Cornwallis Academy is significantly restricted due to the overgrown hedge. It was agreed that this should also be discussed with KCC. **CLERK**

Post meeting note : At the meeting on 14<sup>th</sup> July, KCC advised that a job has been raised with their drainage team for investigations into the Heath Road drainage. It was also noted that the landowner was responsible for the upkeep of the hedge. Cllr Ellis agreed to discuss this with leaseholder, Mr Piper. **CLLR ELLIS**

The clerk advised of a number of safety issues that would need attending to in the Church Street play area. She explained that she had been in touch with MBC and

would be meeting Darren Rouse on site to agree the scope of work. Works would include :

- Fitting catch to gate onto Church Street
- Fitting stops to front of log cabin slide, to prevent children from sliding down the wooden parts
- Renewal of safety surfacing at bottom of slide, to remove trip hazard
- Tightening of loose seat eyebolts to swings
- Check and tightening of hand grips and foot rests to mobile rockers

Cllr Ellis proposed that the clerk be given delegated powers to instruct MBC to carry out the above work. Seconded by Cllr Munford and agreed by all members. **CLERK**

Post meeting note : Clerk met with MBC on 10<sup>th</sup> July and additional work to the log cabin slide was identified – welds broken under bottom of slide, creating risk of pinch / cut injuries. MBC stated that the slide would need to be fenced off to prevent use while waiting for the work to be done. Clerk asked for this to be carried out as a matter of urgency to allow use during the school holidays. Work was completed and the slide re-opened on 19<sup>th</sup> July.

15.2 Parkwood Farm reservoir update : Cllr Herrin noted that construction work was now complete. Annual inspections would be carried out by the Panel Engineer and Cllr Herrin agreed to liaise with another (yet to be nominated) Councillor regarding reservoir maintenance into the future.

15.3 North Ward update : Cllr Wilde advised that refurbishment work to the Joywood play area was now complete and the CCTV camera was now back in place

15.4 Repairs to ragstone wall on Bottlescrew Hill : Cllr Munford spoke regarding the damaged section of wall and stated that the Parish Council have a supply of ragstone and the old road sign (that needs to be built back in to the wall). Any quote would therefore be for labour and ancillary materials only. A road closure would be required to facilitate the work and this would be discussed with KCC at the meeting on 14<sup>th</sup> July. Clerk to obtain quotes. **CLERK**

15.5 Repairs to defibrillator box : A further pane of glass had been smashed recently. The possibility of replacing all panes with Perspex was discussed but it was agreed that panes should be replaced, one at a time, with shock proof glass, if and when they are broken. A quote had been received for £40 for removal of old glass and replacement with new, for the single broken pane. This quote was accepted by members and the clerk would instruct the contractor accordingly. **CLERK**

15.6 Tree surgery work to Walk Meadow : Cllr Munford advised of a number of dead trees in Walk Meadow, overhanging Cliff Hill Road. He added that urgent tree surgery work was required, to prevent trees falling into the road. A quote had been received from Tantons Tree Surgeons, for £980 plus VAT. Cllr Ellis proposed that this quote be accepted and the work carried out as soon as possible. Seconded by Cllr Evans and agreed by all members. It was noted that this amount would be budgeted for from the BMAT grant. **CLERK**

**16. Deferred items schedule :**

16.1 Furfield Quarry : Cllr Ellis noted that the annual meeting with John Taylor was now due. **CLERK**

**17. Any Other Business**

17.1 Cllr Skinner advised that she had made a report to KCC regarding a blocked path (KM103)

17.2 Cllr Skinner spoke regarding the village fete and noted what a huge success it had been. This was echoed by all Councillors

17.3 Cllr Evans stated that all residents who had returned 'quiet lanes' questionnaires had been in favour of the scheme. It was agreed that a meeting should be set up between KCC and the Parish Council with Cllrs Evans and Williams attending as well as County Cllr Eric Hotson. **CLERK**

17.4 Cllr Redfearn thanked members for voting him on to the Parish Council and looked forward to working with them into the future

17.5 Cllr Wilde expressed concern at an overgrown footpath in north ward. The clerk advised that this should be reported directly to KCC, via their website **CLLR WILDE**

17.6 Cllr Gershon advised that an invitation had been received to view progress of works at Wierton Place. **ALLL CLLRS**

17.7 Cllr Munford noted that the Parish Council website needs to be updated. Cllr Gershon noted that there were problems with the KCC website format at present but that he would update it as soon as the problems were resolved. Cllr Date agreed to assist, if required. **CLLR GERSHON**

**18. Date of Next Meeting:**

The next full Parish Council meeting will be held on Tuesday 5<sup>th</sup> September at 7pm in the village hall.

There being no further business the meeting closed at 9.10pm

## MINUTE 16 (Parish Council meeting 4 July 2017)

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

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 4 July 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). Annual meeting with John Taylor now due (4/7/17)</p>