

BOUGHTON MONCHELSEA PARISH COUNCIL

**Minutes of the Parish Council Meeting held at 7pm on 16th January 2024
in the main hall of Boughton Monchelsea village hall, pursuant to notice.**

Present:

Cllrs S. Munford
 A. Humphries
 D. Redfearn
 J. Green
 C. Jessel
 S. Lane
 D. Smith
 L. Date
 R. Martin
 R. Edmans
 B. Brown

Parish Clerk

3 members of the public

1. **Apologies:** Apologies were received from the following members. Reasons for apology are noted in brackets : Cllr Garland (personal reasons), Cllr Wilde (work), Borough Cllr, Dan Wilkinson

It was noted that Cllr Jill Skinner had resigned from the Parish Council earlier in the day.

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

No intention to film the meeting was expressed.

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

No late items.

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

No excluded items.

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

The clerk had compiled the crime figures from the e-watch.co website. During November / December / January there had been 3 reported crimes in south ward and 5 reported crimes in north ward.

It was noted that residents have been reporting further problems with off road motorbikes in the Furfield Park open space. Beat officer, PC Harry Greenfield has spoken to some of the offenders and further action will be taken if the problem persists.

6. County Councillor updates

Neither Cllr Parfitt-Reid nor Cllr Cooke were present at the meeting. Cllr Parfitt-Reid had provided a written report in December which was circulated to members in advance of the meeting.

7. Borough Councillor updates

Cllr Munford provided an update on the MBC Local Plan review.

8. Open Quarter :

Nothing was discussed.

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

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

As village hall trustees and since funds were due to be allocated to the village hall remodelling project, Cllrs Smith, Humphryes and Martin declared an interest in item 13.3 Draft 24/25 budget.

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

10. Matters outstanding from minutes (7th November 2023) not included in agenda:

No outstanding matters.

11. Minutes of the meetings held on 7th November 2023 :

Cllr Smith proposed that the minutes of the Parish Council meeting held on 7th November be approved as correct. Seconded by Cllr Humphryes and agreed by all members.

12. Clerk's report

The contents of the clerk's report were noted and the clerk provided a verbal update as follows :

- Following the meeting with Highways in November, KCC have advised that a kerb build out on Brishing Lane will not be possible as it would prevent larger vehicles from safely turning from Heath Road into Brishing Lane and Green Lane
- Application for a £1,000 grant from KCC's community member fund has been approved and will be used towards the cost of constructing the new accessibility ramp at the village hall
- MBC will be carrying out carbon literacy training for Parish Councillors in February. Dates to be advised. Cllr Humphryes advised that the village hall committee would allow free use of Boughton Monchelsea village hall for the two 3 hour training sessions.

13. Finance

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

Nat West	Bank fees	9.10
Safeplay	Repairs to play equipment - Church Street play area	6,877.20
Irwin Smith	Village hall remodelling work – gas works	342.00
Churchill Security	Village hall remodelling work - fire alarm works	552.00
Safeplay	Play area inspection - October	63.00
Safeplay	Play area inspection - November	63.00
Safeplay	Repairs to play equipment - Church Street play area	474.00
A Humphries	Village hall remodelling work – electric heaters (VAT only)	131.49
Nat West	Bankline fees	88.55
CSG Global	Stationery	25.09
Wynsdale Waste	Dog bin emptying - October	105.96
Geosphere Ltd	Parish Online mapping software – annual fee	153.60
Parish Clerk	Clerk's November salary – paid by standing order	1,600.00
Nat West	Bank fees	10.64
Parish Clerk	Clerk's November salary – paid by bank transfer	152.09
C. Lewis	Black sacks for Lyewood volunteer day (BMAT)	13.98
Lambert & Foster	Campfield survey fees (BMAT)	6,043.20
HMRC	Tax and NI - November	514.13
A Woodward	PA for Carols on the green	240.00
Parish Clerk	Clerk's November expenses	56.33
Village hall comm.	Hall hire - November	62.50
Schroeder R	Christmas tree for village green	239.99
Gill Turner Tucker	Lyewood legal fees (BMAT)	1,807.20
Parish Clerk	Clerk's expenses – refreshments for Carols on the green	147.62
EDF Energy	Electric supply to parish hut	22.84
Lee Field	Tree surgery work (BMAT)	1,212.00
Grammer & Co Ltd	Newsletter printing	438.00
Wynsdale Waste	Dog bin emptying - November	105.96
Nat West	Bankline fees	84.95
** Boughton Mon.	Donation	150.00
Scout Group **		
R. Stroud	Repairs to timber gate at Furfield Park open space (BMAT)	45.00
L. Date	Newsletter delivery	300.00
Parish Clerk	Clerk's December salary – paid by standing order	1,600.00
Nat West	Bank fees	0.70
Binnies	Annual reservoir inspection	1,302.00
D A Edwards	Memorial log bench for Walk Meadow (to be reimbursed)	150.00
Safeplay	Play area inspection - December	45.54
Parish Clerk	Clerk's December salary – paid by bank transfer	152.09
Parish Clerk	Clerk's December expenses	53.33
HMRC	Tax and NI - December	514.13

Receipts into current account since last meeting:

Allotment leaseholder	Allotment rent	195.00
MBC	Parish Services Scheme – second instalment	3,267.34
BMAT	Repayment of short term loan	21,000.00
Adonis Blue	BNG payment (to be transferred to BNG account)	30,000.00

Payments from BNG account since last meeting:

None

Receipts into BNG account since last meeting:

None

Balances as at 8th January 2024 :

Current Account	176,548.10
BNG Funds Account	66,359.43
Business reserve	438.66
National Savings	308.27
Total Financial Assets	214,939.75

- 13.1 Finance report - Agreement of payments made and income received since last meeting : Cllr Munford advised that the £150 donation to the Scout Group had been made towards the cost of 75 Christmas boxes for the elderly and vulnerable of the parish. The above financial statement was accepted. Proposed by Cllr Humphries, seconded by Cllr Lane and agreed by all members.

The possibility of planting a live Christmas tree on the green was discussed. Cllr Green agreed to research this and it was agreed to include on the agenda for the next meeting.

CLERK

- 13.2 Budget monitoring report : Cllr Jessel proposed that the budget monitoring report to 8th January 2024 be accepted. Seconded by Cllr Smith and agreed by all members.
- 13.3 Draft budget for 24/25 : The clerk had produced a draft budget in conjunction with the Chairman which had been circulated to members in advance of the meeting.

Following lengthy discussion, in particular regarding future costs of maintaining BMAT land, Cllr Munford proposed that the draft budget be accepted. Seconded by Cllr Smith and agreed by all members.

- 13.4 Precept for 24/25 : Following consultation with the Chairman, the clerk had produced a written report with recommendations which had been circulated to members in advance of the meeting. The contents of the report are below :

INTRODUCTION

The key parish precept data for 2024/25 with comparative figures for 2023/24 are as follows:

Precept 2024/25 is TO BE DECIDED. (2023/24 was £129.291).

Band D precept per dwelling 2024/25 is TO BE DECIDED. (2023/24 was £65.54)
Tax Base 2024/25 is 2,013.00 (up 2% from 2023/24 which was 1972.70).

KEY COMPARATIVE DATA FOR 2024/25:

Boughton Monchelsea Current Band D charge £65.54.

Current 2023/24 Average Band D charge for Maidstone's Parish Councils is £74.05. (2022/23 was £70.28)

Current 2023/24 Median Band D Precept for Maidstone's Parish Councils is £67.41. (2022/23 was £65.54)

The comparative data shows that even though the Parish Council has maintained a policy for some years of increasing its precept each year by 5% (except 23/24 when a 15% increase was agreed), its precept when compared with Maidstone's parish's average and median has widened, highlighting that other Parish Councils have increased their precepts at higher rates than Boughton Monchelsea. As a result and taking into account the 15% rise this year, Boughton Monchelsea's precept for 2023/24 is 89% of Maidstone's average and 97% of the median.

Neighbouring Parish precepts for 2023/24 compared with Boughton Monchelsea's £65.54 are as follows:

Chart Sutton	£54.58	Langley	£39.48
Coxheath	£52.00	Leeds.	£102.71
E.Farleigh	£111.61	Loose	£93.87.
Headcorn	£162.15	Marden	£80.28
Staplehurst	£75.02	Sutton V.	£94.23.

MATTERS TO BE CONSIDERED

The above data shows that Boughton Monchelsea's current precept is still below the Average and the Median in respect of other Parish Councils in Maidstone and this has been primarily due to the increase in its Tax Base as a result of the increase in its housing stock without a comparable increase in expenditure.

Both KCC and MBC have been withdrawing the level of grant support provided to Parish Councils and this trend will continue, forcing the Council to fully finance more of its commitments itself.

The Council needs to set an adequate budget over say a 5 year period to implement the recommendations as set out in the Colvin & Moggridge landscape management plan and the "greening" strategies which are likely to continue to be adopted in coming years. It should be noted that due to the financial commitment to the village hall remodelling project this year, no allowance has been made in the draft 24/25 budget for Colvin & Moggridge recommendations. It is anticipated that funds will be allocated to this from 25/26 onwards.

The Council's current priority continues to be the major refurbishment of the village hall but following the hike in interest rates which are likely to stay raised in the longer term it has not been appropriate to consider financing any of this project via government loans.

In 2022/23 £150,000 was budgeted / allocated to the project of which £99,789 was spent.

In 2023/24 £150,000 was budgeted/allocated to the project. As at 31st Dec 2024 £117,110 of this has been spent with approximately £2,000 additional expenditure anticipated to the end of 31st March 2024.

The Council needs to consider budgeting some £65,000 in 2024/25 to continue the refurbishment in the coming year. This will cover the shallow pitched roof on top of the existing flat roof and external decoration of the hall. The Parish Council has applied for a Rural England Prosperity Fund grant of £50,000 towards this work but since it will not be known until at least February 2024 whether the application has been successful or not it is necessary to include the whole £65,000 cost in the budget.

PARISH RESERVES.

The Parish Council has always maintained a strong commitment to hold a healthy level of reserves, equal to at least one years precept. This has currently been breached by the Council's commitment to the village hall project. Currently reserves stand at approximately £40,000.

PRECEPT OPTIONS FOR 2024/25.

The 2023/24 precept amounted to £129,291 and after accounting for the current 4% rate of inflation, a "Stand Still" precept in real terms amounts to £134,462.64.

Options :

A 2.5% increase in the Precept results in a Total Receipt of £135,233. This represents an increase in a Band D household of £1.64 for the year (Up from £65.54 to £67.18).

A 5% increase in the Precept results in a Total Receipt of £138,535. This represents an increase in a Band D household of £3.28 for the year (Up from £65.54 to £68.82).

A 7.5% increase in the Precept results in a Total Receipt of £141,827. This represents an increase in a Band D household of £4.92 for the year (Up from £65.54 to £70.46).

It should be noted that, in real terms and due to the increase in tax base, a 5% increase per band D property represents an increase in overall precept of £9,244 (or 7.1%), up from £129,291 to £138,535

RECOMMENDATION.

A 5% increase in the precept for 2024/25 should be considered.

If a 5% increase is accepted, the Council's Precept for 2024/25 of £68.82 for a band D property still represents a sum below Maidstone's parish Average for 2023/24 (£74.05) and similar to Maidstone parish Median for 2023/24 (£67.41) and this is before accounting for the overall rises in parish precepts for 2024/25.

Following lengthy discussion Cllr Edmans proposed that the precept be increased by 5% to £68.82 for a band D property. Seconded by Cllr Smith and agreed by all members. It was noted that this would generate a total precept of £138,534.66. The clerk and Chairman signed the precept form. Clerk to return to MBC. **CLERK**

14. **Correspondence:**

14.1 MBC – Conservation Area Management Plan consultation : It was noted that Cllrs Munford and Smith would be attending the briefing session on 5th February. Cllr Munford advised that MBC's new document was a general conservation area management plan, intended as a stop gap until individual management plans could be updated or produced. It was noted that the current management plan for The Quarries conservation area does not cover the extension along Quarry Road.

15. **Planning Report:**

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

		MBC notified :
23/504595	22 Furfield Chase, Boughton Monchelsea Garage conversion into habitable space DECISION : The Parish Council would like to comment on the application as follows : We are concerned at the loss of parking and MBC should consider this when deciding the application	7/11/23
23/504632	87 Edmett Way, Boughton Monchelsea Erection of a single storey rear extension linking to garage, with part garage conversion DECISION : The Parish Council would like to comment on the application as follows : We are concerned at the loss of parking and MBC should consider this when deciding the application	7/11/23
23/504244/ LBC	Tilts House, Heath Road, Boughton Monchelsea Listed building consent for replacement of non-historic front door with new traditional Georgian farmhouse style front door DECISION : No objection / comment	7/11/23
23/504523	Ridgeway, Green Lane, Boughton Monchelsea Erection of a single storey rear extension DECISION : No objection / comment	7/11/23
23/504683	UK Power Networks Distribution Centre, Bircholt Road, Maidstone Erection of a surface mounted ancillary storage building anchored to existing hardstanding DECISION : The Parish Council would like to comment on the application as follows :	7/11/23

- 23/504870 MBC should consider the visual impact of the proposal on residential properties on the opposite side of Sutton Road
67 The Quarries, Boughton Monchelsea 7/11/23
Removal of existing conservatory. Erection of side porch and single storey rear pitched roof extension with insertion of 4 no. rooflights, external alterations and insertion of an additional rooflight to existing roof
DECISION :
No objection / comment
- 23/504927 Clubhouse, 18 Genn Park, Boughton Monchelsea 21/11/23
Retrospective application for erection of gates to residential development (resubmission of 23/500352)
DECISION :
The Parish Council would like to comment on the application as follows :
We do not feel there is any need for these gates which alienate residents from the existing community. There is a very low crime rate in the village and Boughton Monchelsea has many older residents who live outside this gated community, with no problems. We do appreciate Genn Park residents' frustrations however that they were sold properties on the promise of living in a gated community and are surprised at the developer's naïve view that the gates would be permitted development. The gates were never shown on any of the original planning application drawings.
- 23/504867 Land at Lewis Court, Green Lane, Boughton Monchelsea 21/11/23
Erection of 1 no. three bedroom dwelling and 1 no. four bedroom dwelling, with associated access, parking and landscaping
DECISION :
The Parish Council wish to see the application refused for the following planning reasons. If the officer is minded to approve it, we would like the application to be reported to planning committee for decision :
- When considered with the 3 homes already consented on the site, the proposal represents an over-intensive form of development that jars with the spatial character of the immediate surrounding area, contrary to policies DM1 and DM11 of the MBC Local Plan and policies within the NPPF.
 - Since the previously consented applications were decided at appeal, the Boughton Monchelsea Neighbourhood Plan has come into effect ('made' in July 2021). The application fails to comply with NHP policies PWP3, PWP13 and RH1.
 - The proposed two additional dwellings would have a detrimental effect on the setting of the three adjacent listed buildings and would alter the context within which they have sat for hundreds of years. We believe it is

important to recognise that a listed building is the whole demise, not just the building itself and therefore the setting is particularly important

- We believe that the three existing listed buildings have great group value, reflecting a significant period in Boughton Monchelsea's history. The proposed new contemporary dwellings would be severely detrimental to this grouping of listed buildings, creating a cramped, overdeveloped site, especially when considered alongside the three previously consented dwellings
- Only 1 parking space is shown for plot 2 (a 4 bedroom property) and 2 spaces for plot 1 (a large 3 bedroom property). This is completely inadequate. If this application were approved there would be a total of 5 consented properties on the site, all accessed via a long, narrow, single track driveway. As such there would be a risk of vehicles backing up on Green Lane during the inevitable conflict of inward and outward traffic on the driveway. Green Lane is narrow with no footpaths on this side of the road and the risk to drivers and pedestrians would be significant. It is likely that each of the 5 dwellings would have more than 2 cars each
- The proposal would cause unacceptable overlooking of the private amenity space of existing adjacent dwellings
- Clarification is required regarding refuse collection arrangements which we believe will present additional safety risks on Green Lane. It should be noted that the road in front of Lewis Court was narrowed two or three years ago as part of the Lyewood Farm development works, with a signed priority system in place for drivers.
- The planning statement makes reference to Boughton Monchelsea being a larger village. The document should have referred to emerging policy which defines Boughton Monchelsea as a smaller village

23/504913

Cliff House, Cliff Hill, Boughton Monchelsea

21/11/23

Retrospective application for the change of use to garden land and the erection of 1 no. outbuilding to house home gym with associated decking, patio and hot tub area (resubmission of 22/500119)

DECISION :

The Parish Council wish to see the application refused for the following planning reasons. If the officer is minded to approve it, we would like the application to be reported to planning committee for decision :

- The building is detrimental to the setting of the adjacent listed building
- The building is intended to be ancillary yet is unreasonably remote from the existing dwelling

- The scale of the building is disproportionate and is highly visible from the surrounding countryside
- The proposal is not within the Boughton Monchelsea village development boundary and therefore fails to comply with Neighbourhood Plan policies PWP4 and RH1
- This large block of a building detracts from the open character of the area and therefore fails to comply with Neighbourhood Plan policy PWP5
- The proposal does not fit well within its context and harms neighbours' amenity in terms of its proximity to adjacent residential gardens (at the bottom of the cliff face). It therefore fails to comply with Neighbourhood Plan policy RH7

23/505109	53 Lewis Court Drive, Boughton Monchelsea Demolition of existing garage and sunroom and erection of a new garage / store and single storey rear extension	5/12/23
	DECISION : No objection / comment	
23/505281	53 Haste Hill Road, Boughton Monchelsea Erection of a side / rear two storey extension including replacement garage and a rear single storey pitched roof extension. Loft conversion with rear box dormer, balcony, side front entrance and front hipped roof replaced with gable end and including changes to fenestration (resubmission of 23/504025)	5/12/23
	DECISION : The Parish Council wish to comment on the application as follows : The proposed rear box dormer is large and incongruous. It is out of proportion with the existing dwelling and does not sit comfortably within its context	
23/505194	5 Saunders Field, Boughton Monchelsea Proposed garage conversion into utility / office and storage space, including insertion of new window and door to side	5/12/23
	DECISION : No objection / comment	
23/505131/ PNQCLA	The Barn at Wierton Hill Farm, Wierton Hill, Boughton Monchelsea Prior notification for the change of use of a building and any land within its curtilage from agricultural to 1 no. dwellinghouse and associated operational development	5/12/23
	DECISION : No objection / comment	
23/505091	Greensand Place, Heath Road, Linton Full Planning Application for the erection of a 73no. unit Care Home (Class C2), erection of 14no. Specialised Supported Living units for Autistic Adults (Class C3), access, drainage	5/12/23

infrastructure and associated and ancillary works. Outline Application (Access sought, all other matters reserved) for erection of a new Hospice building (Class C2) with associated parking, In-Patient and Out-Patient facilities and erection of up to 70no. affordable bungalows for the elderly (Class C3) and associated parking.

DECISION :

The Parish Council wish to comment on the application as follows :
We have no objection to the proposal however we have serious concerns about any development that impacts Linton crossroads

23/505189/ SUB	Lothlorien Cottage, Bottlescrew Hill, Boughton Monchelsea Submission of details to discharge conditions 2 – Biodiversity Enhancement, 4 – Landscape Scheme and 5 – Soft Landscaping subject to 23/504084/FULL	5/12/23
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DECISION :

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

- Condition 4 requires native or near native species planting to screen the outbuilding from neighbouring property. Bamboo is not native or near native and should not be accepted. BMAT (Boughton Monchelsea Amenity Trust) is making huge efforts to plant native species in all its open spaces, one of which is Walk Meadow, to the immediate north of the application site.
- Condition 4 requires planting to screen the outbuilding from neighbouring property. The extent of the planting shown will not screen the windows of the outbuilding from neighbouring property (the large front garden of 1 Forge Bungalows)

23/505450	46 Gates Drive, Maidstone Installation of a heat pump within 1m of the boundary, in accordance with the proposed plans and technical specification	--
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DECISION :

No response returned

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

Not yet decided

23/505795	67 The Quarries, Boughton Monchelsea Removal of existing conservatory. Erection of new conservatory and side porch, external alterations and insertion of an additional rooflight to existing roof	--
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DECISION :

Not yet decided

The following applications have been APPROVED by MBC:

- 23/504084 Lothlorien Cottage, Bottlescrew Hill, Boughton Monchelsea
Erection of a summerhouse and a side porch extension to existing annexe (retrospective)
- 23/504941/ 19 Harling Close, Boughton Monchelsea
LAWPRO Lawful Development Certificate for proposed erection of single storey rear extension
- 23/504683 UK Power Networks Distribution Centre, Bircholt Road, Maidstone
Erection of a surface-mounted ancillary storage building anchored to existing hardstanding
- 23/504595 22 Furfield Chase, Boughton Monchelsea
Garage conversion into a habitable space
- 23/504523 Ridgeway, Green Lane, Boughton Monchelsea
Erection of a single storey rear extension
- 23/504498 Land adjacent to The Paddock, Stilebridge Lane, Linton
Erection of an agricultural barn (resubmission 23/503337)
- 23/504255 22 Meadow View Road, Boughton Monchelsea
Erection of single storey rear extension

The following applications have been REFUSED by MBC:

- 23/504050 Boughton Lodge, Peens Lane, Boughton Monchelsea
Erection of a detached dwelling with associated access, parking and amenity space (resubmission 22/504450)
- 23/504025 53 Haste Hill Road, Boughton Monchelsea
Erection of a side / rear two storey extension including replacement garage and a rear single storey pitched roof extension. Loft conversion with rear box dormer, balcony, side front entrance feature dormer and front hipped roof replaced with gable end including changes to fenestration
- 23/504927 Clubhouse, 18 Genn Park, Boughton Monchelsea
Retrospective application for erection of gates to residential development (resubmission of 23/500352)
- 23/504244/ Tilts House, Heath Road, Boughton Monchelsea
LBC Listed building consent for replacement of non-historic front door with new traditional Georgian farmhouse style front door
- 23/504420/ Langley Park Centre, Unit 6, Sutton Road, Maidstone
REM Section 73 – Application for variation of condition 8 (allow for delivery hours of 05.00 to 23.00 Monday to Sunday for the food store) pursuant to application 16/506567/REM
- 23/504738/ Backland plot off Peens Lane, Boughton Monchelsea
PNQCLA Prior notification for the change of use of agricultural building to 1 no. dwellinghouse and associated operation development

The following applications have been notified as WITHDRAWN :

- 20/504632 87 Edmett Way, Maidstone
Erection of single storey rear extension linking to garage, with part garage conversion
- 23/504870 67 The Quarries, Boughton Monchelsea
Removal of existing conservatory. Erection of side porch and single storey rear pitched roof extension with insertion of 4 no. rooflights, external

alterations and insertion of an additional rooflight to existing roof

The following APPEALS have been notified:

None

The following APPEAL DECISIONS have been notified:

None

The following APPEALS have been notified as WITHDRAWN:

None

16. Representatives' Reports:

16.1 KALC: Cllr Date advised that he had not attended the last meeting.

16.2 Allotments : The clerk advised that all vacant plots at the Haste Hill Road have now been let out. An inspection of the Langley Park allotment site would be carried out by the clerk and Cllr Martin in February, with formal notice given to any tenants not working their plots.
CLERK / CLLR MARTIN

16.3 Village Hall & Recreation Ground : Covered under item 18.1

16.4 Neighbourhood Watch : Cllr Wilde was not present at the meeting.

16.5 Bus group : Cllr Brown had nothing to report.

16.7 Biodiversity and environment :

Cllr Jessel reported as follows :

- Next farm cluster meeting will take place on 6th February
- Cllr Lane is managing the new Friends of BMAT Facebook group and will be making some short films
- Trees had been purchased using grant funding with around 200 spare following recent tree planting work. Cllr Green advised of gaps in the hedge along Beresfords Hill. Cllr Jessel agreed to arrange a work party of BMAT trustees to carry out hedge infilling work
CLLR JESSEL
- Litter and fly tipping were discussed. Cllr Munford advised that fly tipping should be reported to MBC but if roads are blocked this should be reported to KCC. Cllr Jessel suggested making residents aware of their responsibility to ensure any waste from their property is disposed of properly by any contractors they employ. It was agreed to put a brief article in the next newsletter **CLLR DATE**

It was agreed to move item 17.1 to after item 19 on the agenda.

17. Decision items :

17.2 Memorials :

Cllr Lane had produced a written paper which had been circulated to members in advance of the meeting. A proposed alternative to memorial benches might be donations towards activities, programmes or projects undertaken by the Parish Council or BMAT for the benefit of the community, with donors' names included on a memorial board.

Following discussion, Cllr Munford proposed the purchase of a memorial board for the village hall at a cost of up to £2,000. Seconded by Cllr Jessel and agreed by all members. Cllr Lane agreed to take this forward. **CLLR LANE**

17.3 Church Street noticeboard : The clerk advised that a resident had complained that notices were not legible in the Church Street noticeboard due to condensation. Cllr Humphryes kindly agreed to renovate the existing board in the summer. Clerk to arrange removal and transport to Cllr Humphryes' home, at the appropriate time. **CLERK**

17.4 Donation to Salvation Army : Cllr Munford proposed that a donation of £350 be made to the Salvation Army following carols on the green in December. Seconded by Cllr Edmans and agreed by all members. **CLERK**

17.5 Transport to heath centre using S106 funds : Cllr Munford noted that S106 funds were available for transport from the parish of Boughton Monchelsea to the medical hub in Linton. Following lengthy discussion it was agreed that Cllrs Munford and Jessel would pursue potential arrangements directly with the medical hub. **CLLR MUNFORD / CLLR JESSEL**

18. Update / discussion items :

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

- Work on new accessibility ramp will start at the end of January and will take approximately 2 weeks
- Discussions ongoing with the church regarding possible conversion and hire of back room as church office
- Committee have purchased a bouncy castle which will be available for hire
- Playgroup and Slimming World are carrying out a Facebook survey to gauge interest in a smaller space for hire using the stage area. No plans for further construction work this year
- Plans for outside benches for the café
- CCTV servicing is being arranged

18.2 Parkwood Farm reservoir update : Cllr Edmans stated that the operating instructions had been revised as agreed at the last Parish Council meeting and a copy sent to Binnies.

The annual reservoir inspection had identified some clearing work to be undertaken including a tree and fridge in the water and debris underneath the platform. Cllr Munford agreed to speak to the farmer for help in getting these items removed.

CLLR MUNFORD

It was agreed that a laminated copy of the operating instructions should be posted on the wall in the parish office. **CLERK**

Cllrs Edmans and Redfearn agreed to act as flood wardens until the next Parish Council meeting in March. **CLLR EDMANS / CLLR REDFEARN**

18.2 North ward update : Cllr Wilde was not present at the meeting.

19. Health & Safety Issues:

Cllr Humphryes noted that some of the play equipment in the Church Street play area needs jet washing. Cllr Redfearn agreed to attend to this in the Spring.

CLLR REDFEARN

17. Decision items :

17.1 Co-option of new Councillor :

It was noted that two applications had been received for the single north ward vacancy. Cllr Munford welcomed both applicants to the meeting. Cllr Munford explained the process to be followed, in accordance with the Parish Council's Co-option to Vacancies policy. Both candidates were invited to elaborate on their application and members were given the opportunity to ask questions.

The candidates left the meeting at this point.

Members noted the high quality of both applications. Due to the resignation of Cllr Jill Skinner earlier in the day it was suggested that co-option of new members be deferred until two members could be co-opted at the same time. Cllr Humphryes proposed that co-option be deferred until February. Seconded by Cllr Smith and agreed by all members. Clerk to inform both applicants of this decision. **CLERK**

20. Deferred Items Schedule:

20.1 Furfield Quarry : Following discussion, Cllr Date proposed funding legal expenses of up to £6,500 for a specialist KC opinion on the culpability of exercising the Boughton Monchelsea Amenity Trust option agreement at Furfield Quarry. Seconded by Cllr Jessel and a vote was taken with 10 for and 1 against. Motion therefore carried. Cllr Martin to instruct Gill Turner Tucker accordingly.

CLLR MARTIN

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

None

22. Date of Next Meeting:

The next full Parish Council meeting is due to be held on Tuesday 5th March 2024 at 7pm in the main hall of the village hall.

There being no further business the meeting closed at 10.30pm

MINUTE 18 (Parish Council meeting 16th January 2024)**SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:**

DATE :	ITEM:	ISSUE / ACTION:	POSITION AS AT PARISH COUNCIL MEETING 16TH JANUARY 2024
Th	Furfield Quarry	Methane monitoring	BMAT issue. Last meeting between BMAT / MBC and Skinner Trust took place on 8/7/20. Clerk asked MBC if any further Merebrook reports available but none since last meeting. As requested by BMAT trustees, contacted Skinner Trust directly for copies of latest reports (14.9.21). Report dated January 2021 received and forwarded to relevant BMAT trustees. Queries on report submitted to Merebrook November 2021. No response received however Skinner Trust advise of delay due to an imminent change to the person acting as custodian Trustee. (11.1.22). Skinner Trust have now forwarded Merebrook report dated March 2022 but have yet to respond to the previous queries raised (6.9.22). E-mail sent to Environment Agency requesting a meeting (10.1.23). Meeting with Skinner Trust will take place on 12 th July (4.7.23). Awaiting meeting date with Merebrook (5.9.23). Meeting held with Merebrook on 4 th October (7.11.23)
2.7.19	59 Linton Road	Encroachment	BMAT issue. Review September 2024
3.9.19	11 Harling Close	Encroachment	BMAT issue. Review September 2024
3.9.19	Clerk's salary	Review	Review clerk's salary on an annual basis. Next review due September 2024
3.3.20	Furfield Quarry	Option agreement	BMAT issue. Option expires in September 2024. Review before March 2024
18.5.21	Piper / Thirkell land	Lease	Lease expires on 6 th January 2116. Review in 2115