

**BOUGHTON MONCHELSEA PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on 2<sup>nd</sup> March 2010**  
**In Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.30pm**

**Present:**

Cllrs        R. Fuller (Chairman)  
              G. Powell  
              S. Evans  
              I. Ellis  
              M. Bray  
              P. Herrin  
              L. Oliver  
              S. Munford  
              S. Witherington

Cllr Mike Fitzgerald  
Parish Clerk  
2 residents

1.    **Apologies:**  
Cllr Thompson (holiday), Cllr Horton (sick), Cllr Smith (work), Cllr Clarke (work), Cllr Mumford (work).
2.    **Notification of late items for inclusion on the agenda**  
It was agreed that items 14.11, 14.12 and 14.13 should be included as late agenda items.
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**  
Apologies were received from KCC Warden, Liz Lovatt, PC Steve Older, PCSO Richard Chainey and PCSO Neil Denney.  
  
Crime figures were e-mailed to the clerk by PC Steve Older following the meeting and these are summarised as follows : four incidents of theft (three motor vehicles, a washer / dryer), two incidents of criminal damage (motor vehicle), one incident of burglary at the Post Office, one incident of attempted burglary to a property in Bottlescrew Hill.
11.   **Correspondence**  
It was agreed that item 11.1 should be brought forward on the agenda.
- 11.1 Co-option of Councillor - application from Mr Colin Bracking : Cllr Ellis asked the clerk whether the vacancy had been advertised. The clerk advised that there had been a notice advising of the vacancy on the parish noticeboard in Church Street. Cllr Fuller proposed that Mr Bracking be co-opted onto the Council. Cllr Bray seconded the proposal which was agreed unanimously. Cllr Bracking signed the

Declaration of Acceptance of Office form and took his place at the meeting. The Clerk presented Cllr Bracking with a copy of the Council's Standing Orders and information pack. Clerk to inform MBC accordingly. **CLERK**

5. **Open Quarter:**

Cllr Fitzgerald stated that he had attended a recent meeting of the bus group and that a new four year contract had been signed for the number 13, 59 and 66 bus services.

Cllr Fitzgerald informed Councillors of the recent sad loss of Ann Rollinson, Chairman of Chart Sutton Parish Council. Cllr Ellis stated that Mrs Rollinson had been a valued colleague of the Parish Council for over thirty years and that letters should be sent to both Chart Sutton Parish Council and to Mr Rollinson expressing sadness at Ann's passing. **CLERK**

6. **Declarations of Interests:**

Cllr Witherington declared an interest in item 14.2 Community Plan.

7. **Minutes of the last meeting:**

The minutes of the meeting held on 5 January 2010 were agreed as correct.

8. **Clerk's Report:**

The contents of the Clerk's Report were noted. Cllr Fuller requested updates on items 14.6 (verge clearance in Brishing Lane) and 16.5 (landscaping work at footpath off Brishing Lane). Clerk to pursue both items. **CLERK**

9. **Matters arising from minutes not included in agenda**

Cllr Fuller asked Cllr Fitzgerald whether a meeting had taken place with the Borough Council's licensing department regarding the issues at the Albion public house. Cllr Fitzgerald stated that he is in the process of setting up this meeting.

**CLLR FITZGERALD**

Cllr Fuller spoke regarding the meeting of the Maidstone Cycling Forum that had taken place on 6<sup>th</sup> January. Cllr Horton had agreed to ensure that the subject of cycle routes in the Parish be raised at this meeting. Cllr Horton was not at the meeting but it was agreed that an update on this was required. **CLLR HORTON**

10. **Finance Report:**

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

Parish Clerk	Clerk's expenses (stamps for posted newsletters)	38.24
R. Fuller	Costs incurred in application to DEFRA for flood relief scheme funding	36.26
RIP Cleaning Services	Dog bin emptying / December	41.40
Kent County Council (KCS)	Newsletter printing	675.60
Supplies Team	Printer cartridges	48.57
Travis Perkins	50 no. bags rock salt	308.44

De-Witt Floors	Village hall refurb – flooring works	6208.16
Lambert & Foster	BMAT – valuation of land to south of Brishing Quarry	587.50
M. Greig	Refreshments for community plan volunteer evening	9.00
Cornish Web Services	Website hosting / domain name	105.75
Public Works Loan Board	Loan for purchase of allotment land	4.74
Village Hall Committee	Hall hire	59.00
RIP Cleaning Services	Dog bin emptying / January	33.84
Village Hall Committee	Parish office – annual rent	500.00
Valuation Office Agency	Valuation of land for Beresford's Hill footpath	252.63
Robert Varga	Rebuilding of ragstone wall on Bottlescrew Hill	300.93
Parish Clerk	Clerk's salary & expenses	1621.02
BMPC National Savings & Investments account	Transfer of money back to NS&I account (money transferred to PC's current account in 2009 to cover village hall refurb costs prior to KCC and MBC grant monies being received)	15000.00
MBC	Pre-application advice	117.50
<b><u>Receipts:</u></b>		
Kent County Council	Grant for basketball court refurbishment	1500.00
Maidstone Borough Council	Grant for village hall refurbishment	7000.00
Kent County Council	Grant for basketball court refurbishment	3000.00
Halifax	Temporary transfer of surplus funds from recently closed BMAT Halifax guaranteed reserve account)	45291.89
<b><u>Balances as at 29 December 2009:</u></b>		
Current Account		70597.78
Business Reserve		6419.12
National Savings		53893.21
<b>Total Financial Assets</b>		<b>130910.92</b>

The statement was agreed as a true record.

- 10.1 It was agreed that the Amenity Trust's money temporarily held in the Parish Council's current account should be transferred into a new one year guaranteed reserve account set up in the name of the name of the Amenity Trust. **CLERK**

**11. Correspondence:**

- 11.2 Action with Communities in Rural Kent - Invitation to join : It was agreed not to join Action with Communities in Rural Kent.

Cllr Fuller advised that a funding fair was being held on 30<sup>th</sup> March. Cllr Oliver to attend if possible.  
**CLLR OLIVER**

**12. Planning Report:**

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

**MBC notified**

MA/09/1950	The Piggeries, The Quarries, Boughton Monchelsea Demolition of existing buildings and erection of a single storey detached dwelling <b>DECISION</b> : Refuse on the following grounds : <ol style="list-style-type: none"><li>1. The proposed dwelling is outside the (H27) village envelope as defined in the Maidstone Borough-Wide Local Plan</li><li>2. The site is within a conservation area</li><li>3. The proposed development is visually intrusive</li><li>4. The proposed development would have an adverse effect on the amenities of the occupants of Bridge Cottages due to the proposed car parking facilities</li></ol>	20/2/10
MA/09/2024	Parkwood Farm, Brishing Lane, Boughton Monchelsea Part retrospective planning permission for the erection of polytunnels, minor land levelling works and change of use of land for the stationing of seasonal and general agricultural worker caravans with limited occupation during winter months (AMENDED / ADDITIONAL DETAILS ONLY) <b>DECISION</b> : No comments returned	--
MA/10/0194	6 Cock Cottages, Green Lane, Boughton Monchelsea Single storey front extension <b>DECISION</b> : No objection / comment	3/3/10

**Items dealt with under delegated authority:**

None

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

MA/09/1786	4 Haste Hill Road, Boughton Monchelsea Variation to condition 1 of 63/0467/MK3 to allow the conversion of garage to habitable room and erection of a single storey rear garage extension	
MA/09/1951	The Piggeries, The Quarries, Boughton Monchelsea Application for conservation consent for demolition of existing buildings	
MA/09/1953	Fir Tree Cottage, The Quarries, Boughton Monchelsea	

- Amendments to planning permission MA/08/1752 (extension and alterations) being alterations to the style of the French doors and the height of the kitchen windows
- MA/09/1952 Fir Tree Cottage, The Quarries, Boughton Monchelsea  
Amendments to listed building consent MA/08/1753 (extension and alterations) being alterations to the style of the French doors and the height of the kitchen windows
- MA/09/2293 New Line Learning Academy, Boughton Lane, Maidstone  
A consultation with Maidstone Borough Council by Kent County Council for the floodlighting of the two 3-court multi-use games areas  
MBC decision : Raise no objections

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

- MA/09/2225 Rock Cottage, Atkins Hill, Boughton Monchelsea  
Erection of a detached 3 bay garage with home office over to replace existing garage

**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

- 12.1 Cllr Ellis thanked Cllrs Munford and Evans who both spoke against planning application ref MA/09/1685 at the MBC planning committee meeting on 25<sup>th</sup> February. Although the application was subsequently approved by the Borough Council, Cllr Ellis stated that it was only due to Cllr Munford and Evan's representations that further conditions were imposed by the planners.

Cllr Munford suggested a letter be written to the Borough Council asking that all the conditions relevant to application ref MA/09/1685 be strictly imposed by the Borough Council within the timescales set out. Agreed by all Councillors. It was also suggested that a meeting should be requested with the Borough Council to discuss the Church Hill land plots as a whole entity rather than each plot being considered individually as and when planning applications are submitted. Agreed by all Councillors.

**CLERK**

- 12.2 Cllr Fuller spoke regarding planning application MA/09/2024. Cllr Ellis declared an interest in this item due to his recent purchase of a piece of land from the farmer who owns Parkwood Farm. Cllr Ellis advised that the farmer has recently carried out some excavation work on the farm to increase the capacity of his pond to provide increased water storage facilities for watering his crops. Cllr Fuller advised that his recent grant application to DEFRA was for the same reason, i.e. to increase the

capacity of the pond, with the purpose instead being increased water storage during flood conditions to delay and control rainwater reaching The Quarries.

Cllr Ellis stated that the Parish Council need to be ready and able to act on the Flood Action Plan that was produced by Cllr Fuller in 2008. This action plan states that the Parish Council will have pumps on standby for the earliest possible action if properties are under threat. It was agreed that a further meeting of the flooding sub-committee was required to discuss this and other flooding issues further. Cllr Fuller to arrange. Cllr Bracking to join flooding committee. Current members are Cllrs Fuller, Bray and Herrin.

**CLLR FULLER**

### **13. Representatives' Reports:**

13.1 KALC : Cllr Ellis had nothing to report.

13.2. Allotments : It was agreed that a letter should be sent to all allotment holders to gauge the level of interest in forming a Boughton Monchelsea allotment association. This would be set up and run by allotment holders themselves. Cllr Bracking (an allotment holder) agreed that the letter should request that responses be returned directly to him.

**CLERK**

13.3 Village Hall & Recreation Ground: Cllr Bray stated that the Annual General Meeting of the Village Hall Committee would be taking place on 26<sup>th</sup> March.

13.4 Neighbourhood Watch : Cllr Witherington stated that the CCTV camera on the Boughton Court open space had been installed on 2<sup>nd</sup> March.

Cllr Bracking stated that a motorcyclist had been illegally riding on the footpath between Green Lane and The Quarries. Cllr Fuller advised that all incidents such as this should be reported directly to KCC Warden, Liz Lovat.

13.5 S&W Maidstone Traffic Management Partnership (TRAMP): Cllr Munford had nothing to report

13.6 Neighbourhood Forum : Cllr Herrin had nothing to report.

13.7 PACT: Cllr Munford reported that he had received a copy of the recent 'Police Matters' newsletter and that the next PACT meeting would be taking place on 17<sup>th</sup> March but that he would be unable to attend.

### **14. Items for Discussion:**

14.1 Election of Vice Chairman : Cllr Munford put himself forward as Vice-Chairman. Proposed by Cllr Fuller, seconded by Cllr Ellis. Agreed by all Councillors.

Cllr Fuller stated that he would not be standing as Chairman again when Chairman and Vice-Chairman are elected at the next Parish Council meeting on 4<sup>th</sup> May. He also stated that he would be offering his apologies for this meeting.

- 14.2 Community Plan : Cllr Thompson was not at the meeting but the contents of her report as Chair of the Community Plan Steering Group were noted.

Cllr Witherington stated that he has been given the paid job of analysing the data from the Community Plan questionnaires. This decision had been made by the Community Plan steering group prior to the Parish Council meeting of 2<sup>nd</sup> March.

- 14.3 Parish Council website : Cllr Witherington stated that he would be meeting with Ray Puttock on 5<sup>th</sup> March for a handover meeting following Mr Puttock's resignation from the Parish Council. Cllr Witherington to progress. **CLLR WITHERINGTON**

- 14.4 Beresford's Hill footpath : Cllr Fuller stated that there had been no further progress on this since the last Parish Council meeting.

- 14.5 Quarry Wood footpath : Cllr Fuller suggested that the Parish Council should perhaps employ a contractor to carry out the necessary work to this footpath. Cllr Munford stated that he would contact Tony Boden with a view to the venture scouts carrying out this work voluntarily. **CLLR MUNFORD**

- 14.6 KCC funding for kerbing and footway : The clerk advised that the order of funding that was available from KCC would be insufficient to carry out this work. Other avenues of funding will need to be pursued.

- 14.7 Disabled play equipment : Cllr Oliver explained that she had met with the mother of a disabled child who lives in the parish regarding the sort of play equipment that would be most suitable for her daughter and that the provision of a swing would be most welcome. It was agreed by Councillors to swap one of the three swing seats in the Church Street playground for a seat suitable for use by a disabled child. It was agreed that Cllr Oliver should obtain quotes and that up to £250 from Parish Council funds could be spent on this. **CLLR OLIVER**

- 14.8 Date for walkaround of BMAT land : It was agreed that the date for the walkaround of land owned by the Boughton Monchelsea Amenity Trust would be Sunday 25<sup>th</sup> April. Meet at entrance to old landfill site on Brishing Lane at 9am. End at parish office for questions. Cllr Munford to provide maps for all attendees. **CLLR MUNFORD**

- 14.9 Annual Parish Meeting 18<sup>th</sup> May : It was agreed that the theme for this year's Annual Parish Meeting would be the Boughton Monchelsea Community Plan which is due to be launched in September.

Cllr Fuller suggested that a report on the activities of the Amenity Trust would be an appropriate item for the Annual Parish Meeting. In addition, Cllr Herrin to prepare a Speedwatch presentation **CLLR CLARKE / CLLR HERRIN**

Clerk to arrange refreshments as previous years.

**CLERK**

- 14.10 KCC grant for broadband services : KCC grant of up to £50,000 to be awarded to Boughton Monchelsea Parish Council to enable a better broadband service to be

provided to parishioners. As the first stage in this process, KCC will produce an advert for Boughton Monchelsea, to allow potential suppliers to propose their solutions. KCC have suggested that we find out from parishioners using a questionnaire, what service they are currently getting, if any, what they are paying for that service and what they would be prepared to pay for the new service. Cllr Witherington agreed to produce a suitable questionnaire for inclusion in the April edition of the Parish Council newsletter.

**CLLR WITHERINGTON**

**14.11 Item withdrawn**

- 14.12 Condition of grass verge adjacent to Boughton Monchelsea Primary School :** Cllr Evans advised that she had been contacted by a parishioner regarding the condition of the verge. It was agreed that a letter should be written to Kent Highways asking for the verge to be tarmacked to improve the look of the area and to provide a more suitable surface for parking for parents dropping off or collecting their children from school.

**CLERK**

- 14.13 Condition of Peens Lane :** Cllr Evans advised that mud was being brought onto the road on a regular basis by farm vehicles and that the farmer's entrance onto Peens Lane needs to be stoned to prevent this from occurring. Clerk to report this issue to both Kent Highways and KCC Warden, Liz Lovat.

**CLERK**

**15. Deferred Items Schedule:**

The contents of the deferred items schedule were noted.

**16. Any other Business:**

- 16.1** Cllr Bracking asked the clerk for an update on the 'pedestrians in road ahead' signs for The Quarries. The clerk advised that Kent Highways are dealing with this and the signs will definitely be erected. Kent Highways are unable to provide a timescale for this at present however.

**CLERK**

- 16.2** Cllr Bracking expressed concern at the number and size of the many potholes in the roads around the parish. Cllr Herrin advised that he has been reporting potholes but that any member of the public is able to do the same using Kent Highways telephone number or e-mail address.

**17. Date of Next Meeting:**

The next meeting will be held on Tuesday 4th May 2010. There being no further business, the meeting was closed at 9.25pm.



## MINUTE 15 (Parish Council meeting 2 March 2010)

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

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 2 March 2010
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)
13.5.03	Wierton Place <b><u>IN ABEYANCE</u></b>	Untidy Site Notice	With MBC's Enforcement Team. Meeting requested with MBC's Conservation Officer. Response discussed mtg 5.9.06. Update report received from MBC (6.3.07). E-mail sent to MBC on 22/8 requesting that this case is added to the enforcement action report and requesting information on its status (1/9/09). Enforcement update received from MBC 17/12. Case marked as 'in abeyance' (29/12/09)
4.6.98	Ld at Boughton Court	Transfer from MBC to BMAT / adoption of Infrastructure	MBC awaiting transfer of open space from developer. Re-confirmed by letter 29.7.04 from MBC. Mtg with Wimpey's 4.10.06. Letter awaited. Wimpey's being chased for a response. Change in personnel. Southern Water now looking favourable on adoption of foul sewer as laid (15.1.08). Cllr Fuller reported that he had spoken to Paul Bending and that a meeting would be taking place (6.5.08). Sewers now adopted and commuted sum of £7K deposited with Southern Water (4.11.08). E-mail received from MBC on 25/8 stating that they have had a meeting with Taylor Wimpey with a view to agreeing final details prior to the adoption (1/9/09)
11.5.04	Footway; Beresfords Hill	East side: ('Beresfords' land).	Meeting held with Mr Gill 24 November 2004. Kent Highways Manager in attendance. Meeting BMPC 3.5.05 agreed to request KCC PROW to promote a Public Path Creation Order under Sec 26, Highways Act 1980 instead of a CPO through MBC. BMPC agree to bear all costs and any compensation. BMPC further agree to make offer through KCC PROW to cut hedge in perpetuity – District Valuer instructed to act. Concurrent functions bid for funds granted 2005/6 (£7.5K) subject to Order being confirmed. BMPC re-confirmed agreement to meet all costs of Order 1.11.05. Public consultation concludes 23.1.06. With KCC's Regulation Committee for decision to proceed with Order. Request Cllr Hotson to chase KCC (2.5.06). Consultation mtg

			<p>required by KCC PROW to be arranged with landowner. (4.7.06) &amp; (5.9.06). Mtg 25.10.06. Fencing issues &amp; approval to prepare scheme plans (7.11.06). Fencing issues referred to MBC planners 16.1.07). Planner's response considered. Agreed consulting engineers to be instructed to draw up scheme for submission for planning approval after consultation with the landowner. (6.3.07). Plans considered at mtg 3.7.07. Referred to KCC for comments before mtg arranged with landowner &amp; KCC. Confirmed further request from KCC that BMPC will defray all costs – agreed subject to KCC advising its costs. Future hedge cutting arrangements to be discussed with contractor (4.9.07). A meeting took place in February 08. Mr Gill has requested further details (4.3.08). Still with Mr Gill's solicitors (2.9.08). Cllr Fuller to submit planning application (6.1.09). Planning application submitted (9.3.09). Planning consent now obtained. Cllr Fuller to continue negotiations with Mr Gill and obtain quotes for construction works (5.5.09). Cllr Fuller in final negotiations with Mr Gill (7/7/09). Cllr Fuller submitted amended drawings to MBC based on Mr Gill's requirements. E-mail sent to Mr Gill's solicitors requesting that formal agreement be drafted based on the assumption that MBC will approve amendments (11/9/09). Cllr Fuller met with Mr Gill and his solicitor wc 7/9. Wrote to Mr Gill's solicitor following this meeting requesting that a formal agreement be drafted. Amended drawings submitted to MBC 25/9. Tenders invited for footpath construction work 25/9 (3.11.09). Cllr Fuller proceeding with negotiations with preferred contractor (29/12/09). Letter dated 6/1 sent to MBC by Cllr Fuller ref delay in approval of minor amendments to drawings. Letter dated 15/1/10 received from MBC stating that the proposed amendments are not minor and that a full planning application would need to be made. Cllr Fuller e-mailed Mr Gill's solicitor on 21/1/10 asking for agreement such that the works can commence without a further planning application being made.</p>
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 (29/12/09, 2/3/10)</p>
6.11.07	Quarry Wood footpath (BMAT)	Cutting footpath through Wood	<p>Explorer scouts to cut path under supervision of their leader Andy Wright (Cllr Bray) (4.9.07). No explorer scouts locally anymore. Cllr Bray will pursue this with Andy Wright <u>once</u> more, if not, will have to get a quote for this work (4.3.08, 6.5.08). Clerk to pursue with KITS (2.9.08). Clerk to pursue with KITS (6.1.09). Cllr Bray to pursue with KITS (9.3.09, 5.5.09). Scouts have now commenced this work. Cllr Bray to check on progress (1/9/09). Cllr Munford to speak to Tony Boden regarding venture scouts</p>

			resuming this work (2/3/10)
6.1.09	Footpath link from Furfield Park to Pested Bars	Wimpey to provide	Letter received from Wimpey 4.12.08 agreeing to construct footpath link once they have obtained approval from Kent Highways (6.1.09)