

## BOUGHTON MONCHELSEA PARISH COUNCIL

### Minutes of the Parish Council Meeting held on 4<sup>th</sup> November 2014 in Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.00pm

#### Present:

Cllrs        S. Munford (Chairman)  
              J. Gershon  
              P. Herrin  
              S. Evans  
              A. Whybrow  
              M. Bray  
              D. Smith  
              M. Slater  
              L. Date  
              J. Skinner  
              K. Williams  
              B. Brown

Parish Clerk  
Cllr Eric Hotson (KCC)  
Cllr John Perry (MBC)  
Sarah Robson (MBC)  
KCC Warden, Liz Lovatt

1.    **Apologies:** Apologies were received from Cllrs Bracking, Ellis and Clarke. Cllr Munford was unable to be present at the start of the meeting therefore Cllr Evans chaired the first part of the meeting, until agenda item 6.
2.    **Notification of late items for inclusion on the agenda**  
The following late items were agreed :  
14.5 War memorial
3.    **Standing Order 61: To decide whether the public and press should be excluded from the meeting for any item.**  
No excluded items.
4.    **Reports from Maidstone Police / PCSO and KCC Rural Community Warden**  
PCSO Matt Williams was not present at the meeting but had provided crime figures in advance. For the two month period leading up to the meeting there had been five crimes, comprising four incidents of theft and one shed break in. For the same period last year, six crimes had been reported.

KCC Warden, Liz Lovatt spoke regarding the KCC consultation on cuts to the warden service and encouraged Councillors and residents to respond to this. Clerk to e-mail Councillors with link to online petition. **CLERK**

5. **Open Quarter:**

Kent County Councillor, Eric Hotson, spoke regarding schemes he had funded recently within the parish, namely footpath construction next to the primary school and HGV signage for Brishing Lane. He added that he would also be contributing approximately £3800 towards the cost of reconstruction work to public right of way KM109, between The Quarries and Brishing Lane.

Cllr Hotson stated that he had attended a meeting at the village hall recently regarding the poor bus service to and from Boughton Monchelsea. The clerk confirmed that Arriva had not responded to the Parish Council since this meeting and that she would be chasing this up. **CLERK**

Cllr Hotson spoke regarding the KCC budget and the need to find further savings into the future.

Cllr Hotson suggested that a small group of Councillors and the clerk meet with him on a regular basis, say once every two months, to discuss issues affecting the parish. Cllr Evans stated that members would be keen to do this. Clerk to arrange date for first meeting. **CLERK**

Maidstone Borough Councillor, John Perry (Cabinet Member for Community and Leisure Services) and Council officer, Sarah Robson, spoke regarding the draft Parish Charter, which would be sent out to Parish Councils shortly. A consultation on this would begin in mid December with a final document due around March 2015. Cllr Perry explained that Maidstone Borough Council want to recognise and support Parish Councils as an important tier of local government.

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

Cllr Williams declared an interest in item 14.1 Parkwood Farm reservoir.

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

Item 7 / 13.3 : Cllr Munford to arrange purchase of secure cabinet for the parish office, for storage of radios and other items. **CLLR MUNFORD**

Item 9 : Furfield Park - Cllr Munford stated that the Parish Council had offered to facilitate a further meeting with OM Property Management. Numerous contact attempts had been made but the Parish Council had been unable to re-engage with OM. It was noted that the Parish Council would be meeting with Taylor Wimpey in the future regarding Langley Park and that property management would be discussed then. It was agreed that Cllrs Williams and Slater, in conjunction with residents, should draft a letter to the local MP, asking for assistance.

**CLLR WILLIAMS / CLLR SLATER**

Item 11.3 : DCLG technical consultation on planning : It was noted that the Parish Council had submitted a response to this consultation

Item 13.2 : Allotments – Cllr Slater had kindly carried out a leaflet drop to the whole of north ward, advertising vacant allotment plots. As a result, most plots had now been let to new tenants.

Item 13.6 : Publicising of existing public transport services in and around Boughton Monchelsea – Cllr Whybrow stated that she was working on this and had compiled some information for the Parish Council's website. Cllr Munford added that further information was available on the KCC website and Cllr Gershon agreed to add a link to this on the PC website.

**CLLR WHYBROW / CLLR GERSHON**

**8. Minutes of the meetings held on 2<sup>nd</sup> September 2014 and 14<sup>th</sup> October 2014:**

The minutes of the Parish Council meeting held on 2<sup>nd</sup> September 2014 were agreed as correct. The minutes of the extraordinary Parish Council meeting held on 14<sup>th</sup> October were also agreed as correct.

**9. Clerk's report**

The contents of the clerk's report were noted.

**10. Finance Report:**

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

N. Tuck	Newsletter delivery	100.00
Parish Clerk	Clerk's expenses – files, stamps for posted newsletters, agenda printing	107.57
RIP Cleaning Services	Dog bin emptying / August	47.52
Kent Can	Annual subscription (funding finder)	55.00
Davis Architectural Services	War memorial plaque (50% of cost)	1950.00
Parish Clerk	Clerk's expenses – files, key fobs, key cutting, laminator, key safe, stamps	66.63
Black & Veatch	Parkwood Farm reservoir - remedial works advice	1552.50
Gill Turner Tucker	BMAT legal fees – option agreements at Boughton Mount Farm & Salts Farm	384.00
Village Hall Committee	Hall hire	30.50
PKF Littlejohn	2013/14 accounts audit fee	360.00
Kent Print & Design	Newsletter printing	189.00
EDF Energy	Electricity to parish hut	34.00
RIP Cleaning Services	Dog bin emptying / September	47.52
South East Water	Allotment water supply (six monthly bill)	406.94
Village Hall Committee	Hall hire	80.00
Aspen Tree Services	Tree surgery work to trees on the green	144.00
Craigdene Limited	Play area inspection	354.00

**Receipts:**

KCC	Disabled childrens grant for play area	10000.00
MBC	Pested Bars commuted sum (for tree pollarding works)	7500.00
Allotment leaseholders	Allotment rent 2014/15	1345.50

**Balances as at 22<sup>nd</sup> October 2014 :**

Current Account	94,253.03
Business Reserve	424.07
National Savings	293.52
<b>Total Financial Assets</b>	<b>94,970.62</b>

The above financial statement was accepted. Proposed by Cllr Smith, seconded by Cllr Brown and agreed by all members.

**11. Correspondence:**

11.1 KALC – budget consultation : It was agreed that Cllrs Munford and Evans would produce a response to this consultation. **CLLR MUNFORD / CLLR EVANS**

11.2 St Peters Church – churchyard extension : It was noted that a thank you letter had been received from St Peters Church in relation to the award of grant money from the Parish Council towards the churchyard extension project.

**12. Planning Report:**

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

		<b>MBC notified</b>
14/502411	The Orchards, Snowey Track, Off 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 6 mobiles for the plot <b>DECISION</b> : The Parish Council wish to see the application refused for the following reasons : <ul style="list-style-type: none"> <li>• The proposal represents an over accumulation of units in the open countryside</li> <li>• We concerned at the environmental and health and safety issues that would result from the proposal</li> </ul>	1/10/14
14/502393	Land on corner of Cuxton Road and Bircholt Road, Maidstone Installation of advertisement signage scheme, including internally illuminated fascia signs, internally illuminated pylon sign, 3 non-illuminated flags, directional sign and other associated signage <b>DECISION</b> : No objection / comment	1/10/14
14/502481	Poplar Barn, Brishing Lane, Boughton Monchelsea Conversion of existing barn to residential use as a dwelling, including single storey side and rear extension <b>DECISION</b> : No objection / comment	1/10/14
14/503449	Cock Inn, Heath Road, Boughton Monchelsea Tree Preservation Order 15 of 2004 : Application for consent to reduce crown of 1 no willow by 50% and to remove single limb over hanging seating area of this	1/10/14

	willow	
14/502318	<b>DECISION</b> : No objection / comment Whiteways Farm, Hermitage Lane, Boughton Monchelsea Erection of part two storey part single storey extension with first floor balcony	1/10/14
14/502739	<b>DECISION</b> : No objection / comment FG Barnes & Sons Ltd, Sutton Road, Maidstone Advertisement consent for two internally illuminated fascia signs and two internally illuminated free standing signs	21/10/14
14/503953	<b>DECISION</b> : No objection / comment Lower Bell riding school, Back Lane, Boughton Monchelsea Erection of 4 no dwelling houses	21/10/14
14/0578	<b>DECISION</b> : We have no objections in principle despite the proposal being contrary to policy. The proposal is an acceptable form of development however we do have concerns regarding the long term future of the adjacent paddock and would not wish to see this developed East Lyewood House, Green Lane, Boughton Monchelsea Change of use of an existing barn (including partial demolition works, alterations and extensions) to form a live / work unit (AMENDED DETAILS ONLY) <b>DECISION</b> : No objection / comment	21/10/14

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

14/0086	Harts House, Bottlescrew Hill, Boughton Monchelsea Erection of an extension
14/0087	Harts House, Bottlescrew Hill, Boughton Monchelsea Listed building consent for the erection of an extension

**The following applications had 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. Representatives' Reports:**

13.1 KALC: Nothing to report

13.2 Allotments : Cllr Bracking was not present at the meeting.

13.3 Village Hall & Recreation Ground : Cllr Whybrow noted that the recreation ground was now being used by a football club at the weekends and negotiations were ongoing regarding future use by a rugby club. A quiz night and boot fair were planned to raise further funds.

13.4 Neighbourhood Watch : Cllr Williams had not been able to attend the recent meeting. It was noted that Christine Wallace had now stood down from the position of Neighbourhood Watch Co-ordinator for Boughton Monchelsea. Cllr Williams agreed to contact secretary, Patricia O'Toole for details of future meetings and to obtain minutes from the last meeting.

**CLLR WILLIAMS**

13.5 PACT : It was noted that the next meeting would take place on 20<sup>th</sup> November. Cllr Date would be attending.

13.6 Bus group : Cllr Whybrow noted that she would be attending the next bus group meeting on 24<sup>th</sup> November.

13.7 Loose Valley Conservation Area : Cllr Bray agreed to speak to Bob Jesshope to find out if the conservation group was still running.

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

14.1 Parkwood Farm reservoir, including sluice operation team for next two month period : Cllr Munford spoke regarding various meetings that had taken place between the relevant agencies and proposed that the Parish Council defer making any decision on the implementation of remedial works to the reservoir. This was agreed by all members.

It was agreed that a copy of the minutes from the Parish Council's extraordinary meeting of 14th October 2014 should be sent to the following :

Environment Agency – Neil Gunn, Andrew Payne

Kent County Council – Paul Carter, David Brazier, Eric Hotson

Maidstone Borough Council – Annabelle Blackmore

**CLERK**

14.2 North ward update : Nothing further to report

14.3 Carols on the green : The final details for this year's event were agreed, taking place on Monday 8<sup>th</sup> December at 7.30pm. Volunteers to help set up from 6.30pm. Christmas tree to be erected on Saturday 6<sup>th</sup> December at 9.30am, with volunteers required to assist. Cllr Ellis to sort out tree and arrange delivery to the green.

**ALL CLLRS**

Cllr Smith kindly agreed to arrange printing of new carol sheets for this year's event.

14.4 Neighbourhood Watch : Nothing further to report.

14.5 War memorial : The final details for the war memorial plaque unveiling were agreed.

**15. Deferred items schedule :**

15.1 Cllr Munford stated that he would find out whether the Maidstone wide traffic survey had been completed. **CLLR MUNFORD**

**16. Any Other Business**

16.1 Members noted that the vicar of St Peters Church was about to retire after many years at the church. It was suggested that a gift to the value of £200 should be purchased and presented to the vicar by the Parish Council. Proposed by Cllr Date, seconded by Cllr Whybrow and agreed by all members. **CLLR SMITH**

16.2 Cllr Skinner advised of problems with footpaths KM59 and KM69 but it was noted that these paths were in Loose, not Boughton Monchelsea

16.3 Cllr Whybrow noted that the next village fete meeting would be taking place on 12<sup>th</sup> November at 7.30pm

16.4 Cllr Whybrow noted that there were highway drainage problems next to the railway bridge near to Invicta Grammar School and that girls from the parish were getting soaking wet on their way to school in the morning. Clerk to report to KCC. **CLERK**

**17. Date of Next Meeting:**

The next Parish Council meeting will be held on Tuesday 13<sup>th</sup> January 2015. There being no further business the meeting closed at 9.35pm

## MINUTE 15 (Parish Council meeting 4 November 2014)

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

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 4 November 2014
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, 6/11/12, 8/1/13, 5/3/13, 7/5/13, 2/7/13, 3/9/13, 5/11/13, 14/1/14). Additional / amended information received from MBC. Deadline for comments is 10/3. To be discussed at PC planning meeting on 4/3 (4/3/14) . Parish Council's response returned to MBC 10/3/14 (6/5/14). No further progress from MBC (1/7/14). Notification received from MBC wc 18/8/14 regarding additional / amended details relating to MA/11/0511 and 0512. Comments deadline is 8/9/14 therefore planning committee to meet to discuss and agree response (2/9/14). Response sent 8 <sup>th</sup> Sept 2014 (4/11/14)
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, 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)
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. Pilot scheme now finished. Traffic survey of Brishing Lane will be carried out by MBC as part of an overall traffic survey due to recent decisions regarding 'call for sites' (4/3/14). Cllr Munford to investigate whether MBC traffic survey has been carried out (6/5/14). Traffic survey in progress (1/7/14). Cllr Munford to advise further (4/11/14)