

BOUGHTON MONCHELSEA PARISH COUNCIL

Minutes of the Parish Council Meeting on 3rd May 2022, held in the main hall of the village hall, pursuant to notice, commencing at 7.00pm

Present:

Cllrs S. Munford (Chairman)
 R. Martin
 D. Smith
 A. Humphryes
 H. Stevens
 C. Jessel
 N. Wilde (until 9.30pm)
 J. Skinner
 R. Roome
 R. Garland
 I. Ellis

Parish Clerk

Mr John Edwards, representing the village fete committee

Mr Paul Warren, representing the community choir and Jubilee event team

The clerk opened the meeting.

1. **Apologies:** Apologies were received from Cllrs Edmans. Brown, Redfearn and Date.

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. **Elections**

3.1 Chairman (& Chairman's Declaration of Acceptance of Office) :

Cllr Smith nominated Cllr Munford as Chairman. This was seconded by Cllr Skinner and a vote was taken. It was unanimously agreed that Cllr Munford take on the role of Chairman of the Parish Council for the next year. Cllr Munford and the clerk signed the Chairman's declaration of acceptance of office form.

3.2 Vice Chairman : Cllr Humphryes nominated Cllr Ellis as Vice Chair. This was seconded by Cllr Munford. Cllr Ellis thanked members but stated that the Parish Council should think about appointing a younger member of the Parish Council. Nobody present at the meeting wished to take on the role therefore it was agreed to defer the appointment of a Vice Chair to the next Parish Council meeting.

CLERK

Cllr Munford took over as meeting chair.

4. **Appointments**

Appointments were agreed as follows :

- 4.1 Planning & Licensing Committee - Chair, Vice Chair and members:
 Planning & Licensing Committee Chair : Cllr Smith
 Planning & Licensing Committee Vice-Chair : Cllr Humphryes
 Planning committee members : Cllrs Smith, Humphryes, Martin, Edmans, Redfearn, Date, Jessel, Roome, Garland, Stevens and Wilde
- 4.2 Finance Committee : Cllrs Munford and Ellis
- 4.3 KALC Representative : Cllr Date was not present at the meeting but it was agreed that he should continue as a voting member. Clerk to inform KALC **CLERK**
- 4.4 Village Hall & Recreation Ground Committee Representatives : Cllr Roome
- 4.5 Allotment Representative : Cllr Martin
- 4.6 Neighbourhood Watch Representative : Cllr Stevens
- 4.7 Communication Co-ordinator : Cllr Date (newsletter and e-mail circle)
- 4.8 Police Liaison Representative : Cllr Date (south ward), Cllr Wilde (north ward). It was agreed that the clerk and Cllr Munford (as Borough Councillor) would attend ward cluster meetings
- 4.9 Bus Group Representative : Cllr Roome
- 4.10 Grants Co-ordinator : Cllr Stevens
- 4.11 Highways Representative : Cllr Garland
- 4.12 Footpaths Co-ordinator : Cllr Skinner
- 4.13 Tree health and preservation Co-ordinator : Cllr Skinner
- 4.14 Litter Group Co-ordinators : Cllrs Jessel (assisted by Cllr Stevens in north ward and Cllr Edmans in south ward)
- 4.15 Conservation Area Management Co-ordinator : Cllrs Redfearn and Edmans
- 4.16 Speedwatch Co-ordinator : Cllr Date
- 4.17 Biodiversity and Environment Lead : Cllr Jessel
- 4.18 Reservoir Co-ordinator : Cllr Edmans

Cllr Munford thanked all those who had taken on the above roles for the next year.

5. Notification of late items for inclusion on the agenda

No late items

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

The following exempt item was agreed :

19.3 Parishioner of the Year

7. Reports from Maidstone Police / PCSO and KCC Rural Community Warden

PCSO Pete Gardner was not present at the meeting but the clerk had compiled the crime figures using the e-watch.co website. There had been 8 reported crimes in March and April, 3 in south ward and 5 in north ward. South ward crimes were a school break-in, a smashed window and a damaged hedge. North ward crimes were theft of a wheel, theft of number plates, vehicle break-in, vehicle theft and damage to a residential property.

Cllr Martin suggested that the PCSO should be asked to attend Parish Council meetings. Cllr Munford explained that the Police had advised several years ago that PCSOs would not attend Council meetings as it was not the best use of their time.

The clerk was asked to request that the PCSO attend at least one meeting per year.

CLERK

KCC Warden, Liz Lovatt was not present at the meeting and had not provided a written report.

8. County Councillor updates :

There were no County Councillors present at the meeting.

9. Borough Councillor updates :

Cllr Munford provided an update as follows :

- MBC's regulation 19 consultation is complete and the Local Plan Review was submitted for inspection in March. Public examination will begin during the summer and if found sound it will be adopted in 2023.
- The Boundary Commission is currently reviewing ward boundaries. Parish Councillors had responded to the consultation, stating that Boughton Monchelsea wishes to remain a single member ward with Chart Sutton
- MBC will be reviewing parish boundaries in 2023. Any changes will be adopted in 2024
- From May 2022, MBC will be run under a cabinet system of governance, replacing the current committee system
- In accordance with the government's energy rebate scheme MBC will make payments of £150 to Council Tax payers in bands A to D, effective from 1st April

Cllr Ellis suggested that the Parish Council write to MBC regarding the parish boundary review, asking to be involved from an early stage. Cllr Munford stated that he would speak to MBC and report back with further details, allowing the Parish Council to write an informed letter. It was agreed that this would be discussed further at the next Parish Council meeting and a letter sent to MBC afterwards.

CLLR MUNFORD / CLERK

10. Open Quarter :

No members of the public were present at the meeting. Representatives from the village fete committee and Jubilee event team / Community choir were in attendance for agenda item 19.1

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

As BMAT trustees, all members (except Cllrs Munford and Skinner) declared an interest in any item related to Boughton Monchelsea Amenity Trust. These members were given dispensation to discuss and vote on such items.

As village hall and recreation ground trustees, Cllrs Smith, Humphries, Martin and Garland declared an interest in any item relating to the village hall or recreation ground and were given dispensation to discuss and vote on such items.

As a Skinner Trust trustee, Cllr Skinner declared an interest in any item relating to Furfield Quarry (area adjoining the Furfield Park open space).

It was agreed to bring forward item 19.1 Grants for 2022/23.

19.1 Grants for 2022/23 :

Mr John Edwards spoke on behalf of the village fete committee and stated that any grant money would be spent on new BBQ equipment and main arena events. He added that the fete committee intend to leaflet drop the new developments in the village to encourage as many residents as possible to attend.

Mr Paul Warren spoke on behalf of the community choir and stated that he was now Chairman. He added that the group would like to buy refreshment pots and an equipment storage cabinet and that a grant of £175 would be very much appreciated.

Mr Warren also spoke on behalf of the Jubilee event team and advised that 250 celebration mugs had been ordered. Some of the cost had been met by other sponsors but there was currently a shortfall. He added that the team would also like to buy decorations for the event. He asked the Parish Council to consider giving a grant of £500.

Cllr Humphries noted that the village hall committee had agreed to give free hall hire for the Jubilee event.

Cllr Munford proposed that the following grants be awarded. Seconded by Cllr Ellis and agreed by all members.

- Boughton Monchelsea Brownies £200
- Boughton Monchelsea Friendship Circle £300
- Boughton Monchelsea Scouts £0 (the Scouts had advised they received several grants during Covid and would rather the money was used elsewhere, where needed)
- Boughton Monchelsea baby & toddler group £200
- Boughton Monchelsea Helping Hands £300
- Boughton Monchelsea Community Choir £175
- Boughton Monchelsea Women's Institute £300
- St Peters Church £2500 contribution towards grass cutting. To be paid directly to Steve Waring at the end of the financial year.
- Royal British Legion £350 (to be paid via the church prior to remembrance day)
- Salvation Army £350 (to be paid following Carols on the Green in December)
- Furfield Park open space group £400
- Boughton Monchelsea village fete £350
- Boughton Monchelsea Jubilee event £500

Cllr Munford asked Mr Edwards (in his role as MBC Street Scene Manager) what the current frequency of road sweeping is in the parish. Mr Edwards advised that for residential areas the frequency is once every 8 weeks, 4 weekly in high footfall urban areas. Rural sweeping is carried out 'on request'. He added that 'back edge' cutting using a road sweeper with a hard head is carried out once every 5 years.

12. **Matters outstanding from minutes of meeting on 1st March 2022 and not included in the agenda:**

14.2 Well on the green : Cllr Humphryes noted that this project was ongoing

16.3 Village hall committee : It was noted that the previous committee had stood down at the AGM on 27th April. New trustees were Andy Humphryes (Chair), Lesley Windless (Treasurer), Richard Martin, Doug Smith and Roy Garland with other committee members from the regular user groups. It was hoped that a new committee could be found once the hall remodelling work was complete.

17.6 Conservation area signage : Cllr Smith advised that Cllr Edmans is progressing this.
CLLR EDMANS

13. **Minutes of the meeting held on 1st March 2022. Agreement of and signature by Chairman of the Parish Council :**

The minutes of the Parish Council meeting held on 1st March were agreed as correct.

14. **Clerk's report**

The contents of the clerk's report were noted.

The clerk advised that new gates had been installed at several entrances to the Furfield Park open space, in an effort to prevent motorbike access. A review of other access points to the area will now be carried out to determine whether additional gates are necessary. Cllr Munford proposed that delegated powers be given to himself and Cllr Humphryes to spend up to £2000 on additional gates and fencing. Locations to be considered include the Brishing Lane / stream junction and Long Shaw.
CLLR MUNFORD / CLLR HUMPHRYES

Cllr Humphryes noted that 'no motorbike' signs had been fixed to the new gates at Furfield Park.

Cllr Munford advised that he had attended a meeting with KCC regarding proposed junction improvement works at Linton crossroads. He stated that the intention was to create two lanes from the Linton, Coxheath and Maidstone directions but he had asked them to also include two lanes from the Boughton Monchelsea direction. The work is unlikely to be carried out until 2024.

Cllr Munford advised that a game camera had been in use in Walk Meadow to try to obtain evidence of anti-social behaviour, to be passed on to the Police.

15. **Finance Report:**

Payments since last meeting (incl VAT) :

HMRC	Tax and NI - February	414.27
CLF Fencing	Gate to Salts Wood (BMAT)	1,014.64
Parish Clerk	Clerk's expenses	53.33
Parish Clerk	Clerk's February salary – paid by bank transfer	474.30
Parish Clerk	Clerk's February salary – paid by standing	1,050.26

	order	
Nat West	Bankline fee	22.25
Coakley Cleaning	Dog bin emptying	130.00
Gill Turner Tucker	Legal fees – Removal of charge at Salts Wood (BMAT)	420.60
Gill Turner Tucker	Legal fees – Drafting of lease for BMAT land (BMAT)	1,154.40
Gill Turner Tucker	Legal fees – Formation of limited company subsidiary (BMAT)	576.00
Gill Turner Tucker	Legal fees – merger of village hall and recreation ground into one unincorporated trust	3,169.00
EDF Energy	Electricity supply to parish hut	24.60
Temple Knight	Printer service	118.80
Avaio	Microsoft Apps for Business – monthly fee	9.48
P. Waring	Landscape maintenance work for 21/22 (BMAT £4,358.51)	14,171.80
HMRC	Tax and NI - March	414.27
Parish Clerk	Clerk's March salary – paid by bank transfer	474.30
Parish Clerk	Clerk's March salary – paid by standing order	1,050.26
Parish Clerk	Clerk's expenses	129.10
Village hall comm.	Hall hire	50.00
Castle Water	Allotment water supply	70.20
Mc Veigh Parker	Gate materials for Furfield Park open space (BMAT)	997.96
Nat West	Bank fees	0.35
Parish Clerk	Clerk's expenses	62.99
* S. Munford *	Hessian for Walk Meadow pond (BMAT)	37.45
Avaio	Microsoft Apps for Business – monthly fee	9.48
Maidstone Signs Ltd	Lettering for honour board	10.20
Coakley Cleaning	Dog bin emptying - March	130.00
Xpress Signs	Conservation area signs	180.00
Satswana	Data protection officer – annual fee	180.00
* Rory Stroud *	Fencing to pond at Walk Meadow (BMAT £110)	390.00
	Fencing to path between The Quarries and Brishing Lane	
Silva Woodland Management Ltd	Walk Meadow – installation of pond and wildflower meadow (BMAT)	3,390.00
NALC	Fighting Climate Change event – Cllr Jessel attending	51.71
HMRC	Tax and NI - April	434.32
Parish Clerk	Clerk's April salary – paid by bank transfer	464.29
Parish Clerk	Clerk's April salary – paid by standing order	1,050.26
Parish Clerk	Clerk's expenses	53.33
<u>Receipts:</u>		
Friends of St Peters Church	'Upon the Quarry Hills' book sales (50% of proceeds)	30.00
MBC	Precept	109,821.90

MBC	CIL payment	5,665.63
Mrs Harrison	Payment for memorial bench on the green	1,073.00

Balances as at 28th April 2022 :

Current Account	243,357.68
Business Reserve	426.46
National Savings	307.98
Total Financial Assets	244,092.12

Note : Asterisked items indicate payments made prior to authorisation by the Council but certified as to correctness and urgency by the Chairman and Clerk.

15.1 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 Stevens and agreed by all members.

15.2 Agreement of Parish Council accounts for 2021/22 :

15.2.1 The annual governance statement on the Audit Commission annual return was approved by all members (proposed by Cllr Ellis, seconded by Cllr Garland). The clerk confirmed that the internal audit would be completed and then the annual return submitted to the Audit Commission. **CLERK**

15.2.2 Parish Council accounts for 2021/22 were approved by all members, subject to internal audit. The accounting statements on the Audit Commission annual return were also agreed (proposed by Cllr Ellis, seconded by Cllr Garland).

15.3 Final agreement of budget for 2022/23 : The clerk advised that the budget had been amended to suit the end of year figures for 2021/22.

Cllr Ellis proposed that the £100,000 Biodiversity Net Gain funds from the Kent Wildlife Trust should be paid into the Parish Council's reserve account. Seconded by Cllr Jessel and agreed by all members.

It was agreed that £10,000 (the difference between total income and total expenditure for 21/22) should be moved from the 'reserves' budget head to a 'Restricted funds / Cyclical repairs' budget head.

Cllr Ellis proposed that the amended budget be agreed. Seconded by Cllr Smith and agreed by all members.

16. Correspondence:

16.1 Boughton Monchelsea WI – donation to the Parish Council :

The clerk noted that correspondence had been received from the WI advising that they would like to donate proceeds of approximately £600 from the community coffee mornings to the Parish Council. Members appreciated this kind offer and Cllr Munford proposed that the funds be spent on the renovation of the well on the green. Seconded by Cllr Humphryes and agreed by all members. Clerk to inform WI. **CLERK**

16.2 KALC – Subscription for 2022/23 :

Cllr Ellis proposed that the Parish Council continue as a KALC member for the next year. Seconded by Cllr Humphryes and agreed by all members. Clerk to arrange payment of subscription.

CLERK

17. **Planning Report:**

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

MBC notified

22/500476 31 Lockham Farm Avenue, Boughton Monchelsea 28/2/22
Erection of a single storey rear extension and part conversion of existing garage with changes to fenestration

DECISION :

No objection / comment

22/500478 Boughton Service Station, Heath Road, Boughton Monchelsea 28/2/22
Retention of existing hand car wash facility and office / customer waiting room, and proposed alterations including the creation of a second wash bay and installation of acoustic screening (part retrospective)

DECISION :

- The Parish Council wish to see the application refused for the following planning reasons. If MBC are minded to approve it then the application should be reported to planning committee for decision.
- We are extremely concerned at this visually intrusive, intensified business use of the site in the context of the adjacent conservation area and listed buildings
- MBC's Cock Street Conservation Area appraisal notes that the Civic Amenities Act of 1967 defines a conservation area as 'an area of architectural or historic interest the character and appearance of which it is desirable to preserve or enhance'. It goes on to say that 'Out of a total of 65 listed buildings in the overall parish, 4 fall within the Cock Street Conservation Area'. The appraisal concludes that 'the main threats to preserving or enhancing the character come from a variety of internal and external sources...Perhaps most visible to the casual observer is the impact of the commercial and residential development on the fringes of the designated area, in essence the garage on Heath Road to the east....Further encroachment on the historic environment should be avoided'
- MBC's conservation area management plan notes the 'negative impact of the petrol station on the setting of the conservation area' and states 'As and when the opportunity arises, every effort should be made to reduce the visual impact of signage on this site, and/or secure a

use that is more sympathetic to the setting of the conservation area'. The proposal for a visually intrusive car wash facility and office / waiting room conflicts with the stated aims of both the appraisal and management plan.

- The applicant's heritage statement mentions the conservation area but simply states that the petrol station is 'nearby', ignoring the references to negative impacts contained within the MBC documents. The statement concludes by stating that 'the car wash is out of site (sic) from the more sensitive features of the conservation area. It is therefore concluded that the proposals would not have a negative affect (sic) on the conservation area'. This heritage statement is clearly inadequate and in no way acknowledges the concerns highlighted in the conservation area appraisal and management plan.
- Due to its close proximity to the conservation area, we would expect MBC's conservation officer to be fully consulted on the proposal. We note that the officer has not commented on previous applications relating to this site.
- The applicant's planning statement notes 'The proposed screening is shown on drawings 2630/3 and 2630/4 and is both located to the side of car wash bay 1 and to the side of the existing workshop (towards the rear of the site). The proposed acoustic barrier is to be 2m high constructed of a material nominally > 5kg/m² and well-sealed to the ground at its base.' We understand acoustic barriers should have a minimum surface mass of 10kg/m² therefore the proposed screening is inadequate. Furthermore we request that the officer visits site to assess the noise levels at adjacent properties, at a time when the current car wash facility is operating at capacity
- The proposal includes an additional car wash bay, presumably encroaching into the undeveloped land to the east. Any assessment of current noise levels should take this second bay into account as noise levels would be significantly higher with two jet washes operating at the same time. It appears that there are other sources of noise pollution associated with the car wash facility, apart from the jet wash and this should be fully investigated by MBC. In addition, we have had reports of car radios blaring out loud music while vehicles are being washed
- Visibility is significantly impaired for drivers wishing to turn right out of the site after having their vehicles cleaned and we have witnessed car wash staff having to see vehicles out on to Heath Road. This is completely unacceptable

and should have been fully considered as part of this planning application. The entry and exit points from the site, even for the petrol station, also need to be reviewed. Visibility is significantly impaired by the illuminated sign.

- There are now five businesses operating from the site – petrol station, car repairs, car wash, car sales and flower shop. Four of these were there previously but the introduction of the car wash has created significant safety hazards both on and off site, with additional traffic, cars parked up waiting to be cleaned and queueing out on to Heath Road. KCC should fully assess the impact on highway safety resulting from this proposal. Additionally, it should be noted that previous planning permission for the car wash was based on a site with no fuel sales
- We appreciate that the site has historical use as a petrol station, garage and shop however in years gone by this was aesthetically low key and in keeping with the semi-rural nature of the village. The incremental growth of the site, including the large illuminated sign, car wash bay and associated structures now has a very urban feel which is completely out of character with the adjacent conservation area
- Policy PWP3 of the Boughton Monchelsea NHP covers protection of non-designated heritage assets and states that ‘The protection extended by this policy extends to all oast houses within the Neighbourhood Plan area’. The proposed jet wash facility would negatively impact the setting of the adjacent oast house and therefore fails to comply with this policy
- Policy LRE1 of the Boughton Monchelsea NHP states that proposals will be supported where they are neighbourly in terms of their visual, noise, smell and other impacts on adjoining uses. The proposed car wash facility does not comply with these requirements and is therefore not supported by the Parish Council
- The drainage details provided with the application are inadequate. Full information should be submitted, including reassurances that there will be no run-off or spray on to Heath Road
- It is unclear whether any additional signage or lighting will be required to facilitate the proposal. If so, this should be detailed. The Cock Street conservation area appraisal acknowledges the clutter of signs which detract from the buildings and open spaces that make up the conservation area and states that an approach to reduce such signage

would be welcome. In terms of lighting, policy PWP 10 of the Boughton Monchelsea NHP states that lighting must be designed and managed to reduce light pollution and any harmful visual impact on neighbouring activities and the character of the area.

21/505300 Boughton Service Station, Heath Road, Boughton Monchelsea 17/3/22
Advertisement consent for 1 no. internally illuminated totem sign (retrospective)

DECISION :

- The Parish Council wish to see the application refused for the following planning reasons. If MBC are minded to approve it then the application should be reported to planning committee for decision.
- Driver visibility for vehicles trying to leave the site is significantly impaired by the illuminated sign and we have witnessed car wash staff having to see vehicles out on to Heath Road. This is completely unacceptable and needs to be fully considered as part of this planning application. The entry and exit points from the site, even for the petrol station, also need to be reviewed. We note that KCC have made no comment on this application and, via our KCC member, will be asking them to visit site and properly assess the highway safety impacts
- The sign is not visible to motorists on Heath Road due to the leylandii trees on adjacent private property and the curvature of the road. There is also a plethora of signage on the site, creating a significant distraction for drivers
- The size and style of the sign has a significantly detrimental effect on the context and setting of the conservation area and adjacent listed buildings. The 'Cock Street' conservation area management plan makes specific reference to the petrol station, acknowledging the detrimental effect of previous signage and noting the *'negative impact of the petrol station on the setting of the conservation area'*. It goes on to state *'As and when the opportunity arises, every effort should be made to reduce the visual impact of signage on this site, and/or secure a use that is more sympathetic to the setting of the conservation area'*. The proposal for a huge, visually intrusive illuminated sign conflicts with the stated aims of both the appraisal and management plan.
- In view of the proximity of the proposal to the Cock Street conservation area, the applicant should have submitted a heritage statement as part of this application. In addition, MBC's conservation officer should be fully consulted on the proposal. We note that the officer has not commented on previous applications relating to this site

- A previous planning application for an illuminated pole sign (ref MA/87/0336) was refused for the following reasons : *‘The sign, by reason of its size, illumination and prominent siting creates an undesirable visual intrusion in the street scene, to the detriment of the character and appearance of this rural area’*. Although this application was refused over 30 years ago the adjacent listed buildings have been there for hundreds of years so little has changed in this respect. A further application for a ‘projecting sign’ was similarly refused (ref MA/87/1453)
- We appreciate that the site has historical use as a petrol station, garage and shop however in years gone by this was aesthetically low key and in keeping with the semi-rural nature of the village. The incremental growth of the site, including this large illuminated sign, car wash bay and associated structures now has a very urban feel which is completely out of character with the adjacent conservation area
- Policy PWP3 of the Boughton Monchelsea NHP covers protection of non-designated heritage assets and states that ‘The protection extended by this policy extends to all oast houses within the Neighbourhood Plan area’. The illuminated sign would negatively impact the setting of the adjacent oast house and therefore fails to comply with this policy
- Policy PWP 10 of the Boughton Monchelsea NHP states that lighting must be designed and managed to reduce light pollution and any harmful visual impact on neighbouring activities and the character of the area. The illuminated sign therefore fails to comply with this policy
- Policy LRE1 of the Boughton Monchelsea NHP states that proposals will be supported where they are neighbourly in terms of their visual, noise, smell and other impacts on adjoining uses. The illuminated sign is wholly unneighbourly in its impact on adjacent properties and is therefore not supported by the Parish Council

21/504046	49 Roman Way, Boughton Monchelsea Change of use of land to residential garden together with the erection of a 1.8m high fence adjacent to the boundary with Brishing Lane	17/3/22
	DECISION : No objection / comment	
22/501038	The Yard, Hermitage Lane, Boughton Monchelsea Section 73 – Application for minor material amendment to condition 14 (to allow extension to the approved garage building) pursuant to 21/505787/FULL for – section 73A – Application for Minor Material Amendment to approved plans condition 15 (to	17/3/22

allow amendments to the external appearance of the dwellings, including changes to the fenestration, the inclusion of traditional chimneys and changes to the internal layout) pursuant to 18/503404/FULL for – Amendment to the design and size of the 4 no. cottages approved under planning permission 17/504933/FULL for the demolition of the existing mixed use residential / commercial building and removal of the existing hard surface areas. Erection 4 no. cottages with amenity space, parking, landscaping and access.

DECISION :

No objection / comment

22/501347 8 Haste Hill Close, Boughton Monchelsea 12/4/22

Conversion of integral garage into a habitable space and creation of two parking spaces to front by lowering the garden level

DECISION :

- The Parish Council wish to see the application refused for the following planning reasons. If MBC are minded to approve it then the application should be reported to planning committee for decision.
- The proposal would provide a benefit to the applicant in terms of increased on- plot parking spaces and an additional habitable room but result in a loss of amenity (street parking) for existing adjacent residents
- In a confined cul-de-sac like Haste Hill Close this reduction in street parking would be unacceptable
- The creation of parking spaces to the front is only required due to the proposed conversion of the garage into habitable space. We feel that the garage should be retained for parking, whether it is currently used for that purpose or not
- The size and shape of the proposed parking spaces means that parked cars would overhang the footpath, impeding the safe route for pedestrians
- The proposed lowering of the garden level would require the construction of retaining walls to ensure structural integrity of adjacent property, including a wall to retain the neighbour's front garden. This work should be properly detailed within the application

22/501348 8 Haste Hill Close, Boughton Monchelsea 12/4/22

First floor rear extension and loft conversion with 2 no. side dormers

DECISION :

The Parish Council wish to see the application refused for the following planning reasons. If MBC are minded to approve it then the application should be reported to planning committee for decision.

- The proposal is bulky, incongruous and inappropriate and would be completely at odds with the other properties in

Haste Hill Close

- The property is already the tallest house in Haste Hill Close. The extension would make it considerably taller and considerably out of scale with adjacent homes
- Overlooking from the new rear high level window would negatively impact the enjoyment of adjacent residents' private amenity space

22/500777 35 Firmin Avenue, Boughton Monchelsea 12/4/22
Erection of a single storey rear extension with 2 no. roof lights

DECISION :

No objection / comment

22/501424 Kent Police Training Centre, Coverdale Avenue, Maidstone --
Erection of a telecommunications mast in replacement of an existing off-site mast

DECISION :

Not yet decided

22/501895 Rosewood (Phase 4 and 5), Land south of Sutton Road, Langley --
Approval of reserved matters (appearance, landscaping, layout and scale being sought) for phases 4 and 5 for the erection of 248 no. residential dwellings (use class C3) with associated landscaping, public realm, playspace, car parking and infrastructure. In addition to approving details for condition 9 (ecological mitigation), condition 10 (ecological design strategy), condition 11 (construction)

DECISION :

Not yet decided

22/501723 Wood Cottage, Atkins Hill, Boughton Monchelsea --
Erection of a single storey conservatory extension (retrospective)

DECISION :

Not yet decided

The following applications have been APPROVED by MBC :

22/500476 31 Lockham Farm Avenue, Boughton Monchelsea
Erection of a single storey rear extension and part conversion of existing garage with changes to fenestration

22/500282 The Farrow Barn, Gibsons Barn, Lower Farm Road, Boughton Monchelsea
Prior notification for the change of use of agricultural barn to 1 no. dwelling and associated operational development

22/500139 Lady Bessie's Cottage, Beresfords Hill, Boughton Monchelsea
Conversion of garage into storage area and habitable space, erection of two storey front extension and insertion of 2 no. side dormers and external alterations

22/500031 Unit 5, Maidstone Exchange, Cuxton Road, Maidstone
Insertion of 12 high-level vents on the south-west, north-west and north-east elevations of the existing Unit 5; installation of 10 external A/C units (caged) at the rear of Unit 5; and provision of two collapsible security bollards

21/506483 The Barn, Heath Road, Boughton Monchelsea

- Listed building consent for internal and external alterations including the creation of new side window and removal of brick-built chimney
- 21/506482 The Barn, Heath Road, Boughton Monchelsea
Conversion of garage into habitable space with erection of single storey rear extension, internal and external alterations including the creation of new side window and removal of brick-built chimney. Erection of detached double garage and new vehicle and pedestrian gates
- 21/506037 Le Portel, Heath Road, Boughton Monchelsea
Demolition of existing bungalow and detached garage, and erection of a two storey detached 5 bedroom dwelling
- 21/505780 48 Roman Way, Boughton Monchelsea
Change of use of land to residential garden and erection of boundary fence (retrospective)

The following applications have been REFUSED by MBC:

- 22/500478 Boughton Service Station, Heath Road, Boughton Monchelsea
Retention of existing hand car wash facility and office / customer waiting room and proposed alterations including the creation of a second wash bay and installation of acoustic screening (part retrospective)

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

- 10/2186 New Barn Farm, Park Lane, Boughton Monchelsea
Part conversion of existing workshop to a secured garage, creation of first floor office space and alterations to fenestration as shown on a site location plan

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

Cllr Wilde left the meeting at this point (9.30pm).

18. Representatives' Reports:

18.1 KALC: Cllr Date was not present at the meeting.

18.2 Allotments : Cllr Martin noted that the new Langley Park allotment site would soon be handed over by Taylor Wimpey and he and the clerk would meet with the new tenants on site to allocate plots and sign paperwork. **CLERK / CLLR MARTIN**

18.3 Village Hall & Recreation Ground : Cllr Humphryes noted that it was very much business as usual now the new committee had taken over. He added that plans for the hall remodelling were underway.

18.4 Neighbourhood Watch : Cllr Stevens had nothing to report.

18.5 Police Liaison : Cllr Date was not present at the meeting.

18.6 Bus group : The clerk advised that there had been no recent meeting.

18.7 Climate change and Biodiversity group : Cllr Jessel noted that she would be attending a NALC 'Fighting Climate Change' event on 25th May.

19. **Decision items:**

19.1 Grants for 2022/23 :
Covered above.

19.2 Parish Meeting 17th May – final arrangements :

It was agreed that the running order of the meeting would be as follows :

- 1.Address by Parish Council Chairman
- 2.Presentation by Kent Wildlife Trust
- 3.Presentations by parish organisations

Cllr Humphryes noted his apologies for the meeting due to holiday. The clerk reminded other members that they were expected to attend.

19.3 Parishioner of the Year : Exempt item

19.4 Village hall remodelling committee – agree set up of new committee with delegated powers including agreement of members :

Cllr Ellis proposed that a village hall remodelling committee be formed, comprising Cllrs Smith, Humphryes and Martin and the committee be given delegated powers to spend monies from the £50K village hall restricted fund budget head in line with the Parish Council's financial regulations; providing progress updates at Parish Council meetings and interim reports, as required. The proposal was seconded by Cllr Jessel and agreed by all members.

19.5 Open space committee – agree set up of new committee with delegated powers including agreement of members :

Cllr Ellis suggested that the purpose of the committee should be to deal with management matters relating to the leased land under Parish Council management. It was agreed in principle to set up an open space committee and that a detailed proposal should be put forward at the next meeting, based on the Parish Council's standing orders and financial regulations. The terms under which the new committee should operate to also be agreed at the next meeting.

CLERK / CLLR ELLIS

19.6 Village hall trust deed - agreement of trust deed : The amendment agreed at the last Parish Council meeting was retracted following advice from Gill Turner Tucker. The revised wording would have meant that any surplus funds on winding up of the Charity would be paid to the Trustee for the Trustee to then spend on similar charitable activities. Paying surplus funds to a Trustee to hold after a Charity has been dissolved is not something the solicitor has seen before and is not on the

Charity Commission standard articles for charitable companies. The Charity Commission would therefore have been likely to reject the document.

The trust deed put before members at this meeting contained the original wording and had merely been amended to suit the new village hall committee trustees. Cllr Ellis proposed that this document be accepted. Seconded by Cllr Roome and agreed by all members. Clerk to arrange signing and return to Gill Turner Tucker.

CLERK

20. Discussion / update items :

20.1 Parkwood Farm reservoir update :

Cllr Edmans was not present at the meeting but had advised in advance that he would provide a written update for the next Parish Council meeting.

CLLR EDMANS

21. Health & Safety Issues :

Cllr Martin suggested that, due to the imminent lease of publicly accessible BMAT land, the Parish Council research tree inspection requirements.

CLERK / CLLR MARTIN

22. Deferred items schedule :

It was agreed that the BMAT secretary should ask the Skinner Trust to respond to the queries raised relating to the latest Merebrook report. **BMAT SECRETARY**

23. Any Other Business :

23.1 The clerk advised that many of the parish footpaths were already starting to get overgrown, despite the dry weather.

23.2 The clerk asked for help with newsletter delivery as Cllr Date would be unable to deliver due to holiday and work commitments.

24. Date of Next Meeting:

The next full Parish Council meeting will be held on Tuesday 5th July at 7pm in the main hall of the village hall.

There being no further business the meeting closed at 10.10pm.

MINUTE 22 (Parish Council meeting 3 May 2022)

SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:

DATE :	ITEM:	ISSUE / ACTION:	POSITION AS OF PARISH COUNCIL MEETING 3rd May 2022
16.1.07	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)
2.7.19	59 Linton Road	Encroachment	BMAT issue. Review July 2022
3.9.19	11 Harling Close	Encroachment	BMAT issue. Review September 2022
3.9.19	Clerk's salary	Review	Review clerk's salary on an annual basis. Next review due September 2022
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
14.9.21	Langley Park	Parking on double yellow lines	MBC advise no action can be taken to address parking on double yellow lines until road has been adopted.