

## BOUGHTON MONCHELSEA PARISH COUNCIL

### Minutes of the Parish Council Meeting held at 7pm on 2<sup>nd</sup> November 2021 in the main hall of Boughton Monchelsea village hall, pursuant to notice.

#### Present:

Cllrs        S. Munford (Chairman)  
              I. Ellis  
              R. Edmans (until 9.30pm)  
              A. Humphries  
              D. Smith  
              R. Martin  
              R. Garland  
              D. Redfearn  
              C. Jessel

Parish Clerk  
John Edwards, MBC

A minutes' silence was held in memory of Sir David Amess, MP.

1.   **Apologies:** Apologies were received from Cllrs Brown (holiday), Wilde (work), Stevens (family reasons), Skinner (personal reasons), Roome (holiday) and Date (work). The reasons for apology were accepted by members.
2.   **Filming of meetings : Request for notification of whether any person intends to film, photograph or record any item**  
None
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 exempt items

It was agreed to bring forward item 18.2

#### 18.2 Fly tipping

Cllr Munford welcomed Mr Edwards to the meeting.

Mr Edwards explained that the national shortage of HGV drivers had hit the borough, affecting garden waste collections. Garden waste was generally being collected once a month at the moment.

Mr Edwards explained that fly tipping in the borough had peaked during lockdown at 1,000 fly tips per quarter but was now down to around 650. He added that 265 enforcement actions had taken place this year. Fly tipping hotspots in Boughton Monchelsea were identified as Butt Green Lane and Lower Farm Road. MBC are

currently investing in new cameras. In addition, MBC go out with the Police every month on a 'seizure day', stopping anyone who is carrying waste to check their documentation. Since last year, 45 vehicles have been seized, half of which have been crushed.

Cllr Jessel asked what paperwork householders should be asking for. Mr Edwards stated that residents should request a copy of the waste carrier's licence, which will prove they are registered. This can be verified online and the householder has a legal obligation to check this. Waste transfer notes give information on where the waste has been disposed of. It was agreed that the above information should be communicated to residents in the next newsletter. **CLLR DATE**

Cllr Redfearn queried what can and can't be recycled in domestic green bins. Mr Edwards agreed to forward relevant information which could be sent out on social media and newsletters. **CLERK / CLLR DATE**

Cllr Munford noted that MBC's response to fly tipping was very good and thanked Mr Edwards for coming to the meeting.

Mr Edwards left the meeting.

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

PCSO Pete Gardner was not present at the meeting. The clerk had compiled the crime report using information from the e-watch.co website. During September and October there were 4 reported crimes in south ward (break in, theft, two attempted break ins) and 3 crimes in north ward (eggs thrown at vehicle and two vehicle thefts).

The clerk noted that there had been reports of a rough sleeper in the Furfield Park open space which had been reported to the KCC Warden.

KCC Warden, Liz Lovatt was not present at the meeting but had provided a written report which is summarised below :

- A dog attacked another dog in north ward. Police are investigating
- Reports of eggs being thrown at a property in the village. All incidents of anti-social behaviour should be reported to 101
- Anybody struggling with energy bills can contact 'The Green Doctors' for support, especially those on a low income, over 60, with a health condition or disability or those with children under 10 <https://south.greendoctors.org.uk>
- Work with vulnerable people continues

#### **6. County Councillor updates**

No KCC members were present at the meeting.

#### **7. Borough Councillor updates**

Cllr Munford gave an update on the forthcoming Boundary Commission review, to take effect in 2024. He advised that the ward boundary is MBC's political boundary with Boughton Monchelsea and Chart Sutton currently having one elected MBC

member. Other Maidstone wards have up to 3 members. One member wards are deemed unfair as there is only one chance for a change of representation in 4 years whereas a 3 member ward would have this opportunity 3 times. MBC had recently voted against changing the system so every member is elected at the same time, i.e. at a full Council election. If this had gone ahead then 1 member wards could have remained as this would have kept things fair to the electorate. MBC may now decide to change to 3 member wards throughout the borough. This would mean a larger ward encompassing other areas, with 3 members rather than the current single member.

Cllr Munford gave a detailed presentation to members on MBC's Local Plan review consultation which is now live. The Parish Council would be responded to this consultation.

Cllr Munford spoke regarding S106 semi natural open space contributions, noting that £37,800 would be received in the coming months in relation to the Clarendon Homes development to the rear of 70 Church Street.

**8. Open Quarter :**

No members of the public were present at the meeting.

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

As BMAT trustees, all members present (except Cllr Munford) were given dispensation to discuss and vote on any items relating to Boughton Monchelsea Amenity Trust.

**10. Matters outstanding from minutes (14<sup>th</sup> September 2021) not included in agenda:**

14.1 Cllr Munford thanked Cllr Jessel for attending the recent area KALC meeting.

14.3 Cllr Date to include article in next newsletter regarding the dog ban on the recreation ground and walks in the local area. **CLLR DATE**

16.1 It was noted that the sink hole next to the wood yard had now been cleared of vegetation.

15.1 It was agreed that S106 monies would be used to fund the wildflower and pond project at Walk Meadow.

15.2 Cllr Munford thanked Cllr Humphryes for renovating the hexagonal seat on the Green

15.3 Cllr Munford asked members to consider their view on a proposal by Cllr Date for a second village sign to be located at the junction of Church Street and Heath Road, next to the Fernham Homes development. This would be an agenda item at the next meeting. **ALL CLLRS**

**11. Minutes of the meeting held on 14<sup>th</sup> September 2021. Agreement of and signature by Chairman of the Parish Council :**

The minutes of the Parish Council meeting held on 14<sup>th</sup> September were agreed as correct. Proposed by Cllr Redfearn, seconded by Cllr Garland and agreed by all members.

## 12. Clerk's report

The contents of the clerk's report were noted. The clerk provided an update as follows :

- Taylor Wimpey had advised that the Langley Park country park would be complete in early 2022
- A remote meeting had been held with KCC recently to discuss the possibility of installation of mobile Speed Indicator Devices (SIDs). A site meeting would be arranged to progress
- A group of Langley Park residents had formed a litter picking group and had carried out their first litter pick recently. The Parish Council had provided picking sticks and MBC had supplied bags and collected the bagged litter
- A letter had been received from KCC advising that the east end of Green Lane was unsuitable for a 20mph speed limit. This would be discussed further at the January 2022 meeting. Clerk to produce package of information for members' agenda papers
- Following a request from a resident, MBC had kindly arranged for the bin next to the bus stop at the east end of Green Lane to be changed for a lidded model, to minimise dog waste smells
- Cllr Roome had kindly agreed to attend the next bus group meeting on 22<sup>nd</sup> November. Nu-Venture had now taken over the bus service (apart from the school bus) and the new timetable had been advertised in the noticeboard and on social media
- Chased MBC regarding new goal post for the Joywood rec. (Post meeting note – MBC have agreed to supply and install)
- Overgrown hedge on Haste Hill Road has now been cut by Firmins
- Clearance work to Walk Meadow has been carried out, new fencing will follow

## 13. Finance

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

|                           |   |          |
|---------------------------|---|----------|
| EDF Energy                | Electric supply to parish hut                 | 23.10    |
| Colin Noakes              | Mowing to Salts Wood (BMAT cost)              | 108.00   |
| Avaio                     | Microsoft Apps for Business – monthly fee     | 9.48     |
| Mole Ember Ltd            | NHP consultants fees                          | 300.00   |
| Coakley Cleaning          | Dog bin emptying                              | 130.00   |
| Village hall committee    | Hall hire                                     | 32.00    |
| Nat West                  | Bankline fee                                  | 22.25    |
| Parish Clerk              | Clerk's salary – Sept (paid by SO)            | 1,050.26 |
| Parish Clerk              | Clerk's salary – Sept (paid by bank transfer) | 474.30   |
| Parish Clerk              | Clerk's expenses - Sept                       | 72.76    |
| HMRC                      | Tax and NI - Sept                             | 414.27   |
| PKF Littlejohn            | Accounts audit fee                            | 480.00   |
| Village hall committee    | Hall hire                                     | 48.00    |
| Community Heartbeat Trust | Defibrillator annual support fee              | 151.20   |
| Pau Waring                | Lawnmower for allotment site                  | 420.00   |
| Paul Waring               | Strimmer for footpath clearance               | 397.50   |
| Paul Waring               | Ragwort removal to Salts Wood (BMAT cost)     | 420.00   |
| Maidstone Borough         | Church Street play area repairs               | 492.00   |

|                           |   |          |
|---------------------------|---|----------|
| Council                   |   |          |
| Maidstone Borough Council | Church Street play area repairs               | 955.20   |
| Castle Water              | Allotment water bill                          | 378.72   |
| Binnies UK Ltd            | Parkwood Farm reservoir consultants fees      | 6,361.20 |
| Kent County Council       | Stationery                                    | 17.82    |
| Avaio                     | Microsoft Apps for Business – monthly fee     | 9.48     |
| Coakley Cleaning          | Dog bin emptying                              | 130.00   |
| M K Downey                | Drawings for land designations (BMAT cost)    | 450.00   |
| Village hall committee    | Parish office hire – annual bill              | 573.24   |
| Four Seasons Fencing      | Fencing materials for Walk Meadow (BMAT cost) | 2,016.00 |
| Mc Veigh Parker           | Fencing materials for Walk Meadow (BMAT cost) | 1,470.00 |
| Nat West                  | Bankline fee                                  | 30.35    |

#### **Receipts:**

|                        |  |          |
|------------------------|--|----------|
| Allotment leaseholders | Allotment rent                                 | 1,175.00 |
| Shears                 | Reimbursement for planter repairs on the green | 1,000.00 |

#### **Balances as at 20<sup>th</sup> October 2021 :**

|                               |                   |
|-------------------------------|-------------------|
| Current Account               | 177,445.14        |
| Business Reserve              | 426.40            |
| National Savings              | 307.95            |
| <b>Total Financial Assets</b> | <b>178,179.49</b> |

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

13.1 Finance report - Agreement of payments made and income received since last meeting : The above financial statement was accepted. Proposed by Cllr Humphryes, seconded by Cllr Smith and agreed by all members.

13.2 Budget monitoring report : The budget monitoring report to 20/10/21 was included in the agenda papers. Cllr Smith proposed that the budget monitoring report be accepted. Seconded by Cllr Garland and agreed by all members.

Cllr Munford noted that there would be an overspend on the 2021/22 grant to BMAT although it was acknowledged that the £6500 paid to Sovereign Forestry would be repaid to BMAT in 4 years' time via the government carbon capture grant.

Cllr Munford proposed that the 2021/22 budget be amended by transferring £10,000 from 'Reserves' to 'BMAT grant', giving a total grant to BMAT of £30,000. Seconded by Cllr Ellis and agreed by all members. **CLERK**

13.3 Parish Council funding to BMAT : Cllr Humphryes suggested that BMAT produce a budget for 2022/23 to allow a more accurate grant sum from the Parish Council to be agreed. Cllr Smith reminded members of the Colvin & Moggridge action plan and suggested that several of these be included in next year's budget. Cllr Ellis suggested that a zero based, sophisticated 5 to 10 year budget be produced. This would be for BMAT to decide but it was agreed that Cllr Humphryes would produce

a basic 2022/23 budget in the first instance, for Parish Council budget setting purposes.

**CLLR HUMPHYRES**

- 13.3.1 Cllr Munford proposed that BMAT be given permission to apply to KCC to register the southern part of the village green for 'village green' status. Seconded by Cllr Smith and agreed by all members. Clerk to submit application.

**CLERK**

**14. Correspondence:**

- 14.1 Queen's Platinum Jubilee Beacons : It was agreed that the Parish Council would not be taking this forward however a note would be placed in the next newsletter asking whether any village organisations may wish to organise and manage a street party, with financial assistance from the Parish Council. It was noted that the village hall was not available on the day of the jubilee.

**CLLR DATE**

**15. Planning Report:**

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

MBC notified :

21/503547      Land at Loddington Farm, Loddington Lane, Linton  
Erection of a single storey farm shop and cold store building including creation of new vehicular accesses, parking and landscaping

7/9/21

**DECISION :**

The Parish Council are supportive, in principle, of a farm shop at this location but wish to comment on the application as follows :

- We have severe reservations about the direct vehicle access onto Heath Road and wish to see access and egress from Loddington Lane only. Since the land to the east of the lane is owned by the applicant, this would be an ideal opportunity to widen the bell mouth and improve this junction. Despite the recent introduction of a 30mph limit, Heath Road remains dangerous with regular speeding and overtaking
- Contrary to the application documents, there is an existing hedge on the northern boundary of the site next to Heath Road. This hedge should be retained as far as possible, with removal of a small section only, to facilitate improvements to the Loddington Lane junction
- The existing gate on Loddington Lane could be used as the access point to the shop
- Any signage should be non-illuminated, appropriate and proportional
- The following existing features should be assessed by KCC Highways prior to the application being decided
  - The 'dip' in Heath Road close to the site

means drivers travelling east from Linton do not have full visibility of vehicles pulling out of the Loddington Lane junction. We understand that accident history backs this up

- The bus stop adjacent to the north east corner of the site

- We welcome the inclusion of EV charging points however MBC should seek clarification on the total number of parking spaces proposed

21/504879

Loddington Lane Cottage, 2 Loddington Lane, Boughton Monchelsea 5/10/21

Conversion of existing cottage together with erection of a two storey rear / side extension to create 1 no. two bedroom dwelling and 1 no. three bedroom dwelling. Erection of 1 no. detached four bedroom dwelling (Resubmission of 21/500798/FULL)

**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 MBC's planning committee for decision.

- The proposal is contrary to policy RH1 of the Parish Council's made Neighbourhood Plan. The backbone of the plan is that, apart from exceptional circumstances, there should be no development to the south of Heath Road
- The proposal would result in a substantial increase in built mass sited in an extremely prominent location fronting Loddington Lane, significantly amplifying its visual impact. The development would therefore result in a highly visible further consolidation and extension of ad hoc development in the locality, detrimental to the rural character of the area and landscape quality of the Greensand Ridge Landscape of Local Value, contrary to the provisions of policies SP17 and DM30 of the MBC Local Plan. In addition the proposal is immediately adjacent to the Priority Local Landscape as defined within policy PWP2 of the Boughton Monchelsea Neighbourhood Plan. This policy states that the distinctive character of the Priority Local Landscape will be conserved and enhanced. This proposal neither conserves nor enhances the area.
- The proposal is immediately adjacent to the Linton Conservation Area. The conservation officer commented previously that there was insufficient illustration the proposal would be a positive contribution to this conservation area. We share

these concerns and feel that the proposal would make a negative contribution to the area

- We have serious concerns at the proximity of the proposal to the junction with Heath Road, particularly as Loddinton Lane is a narrow road with no footpaths. At least 6 additional vehicles and associated vehicle movements would result from the proposal
- We would like to know why our comments on the previous application were dismissed and we expect our response to be fully considered when this application is assessed by MBC

|           |  |         |
|-----------|--|---------|
| 21/505003 | The Oast, Wierton Hall Farm, East Hall Hill, Boughton Monchelsea<br>Erection of single storey infill between garden room and The Oast<br><b>DECISION :</b><br>No objection / comment   | 5/10/21 |
| 21/505022 | Fir Tree Cottage, 28 The Quarries, Boughton Monchelsea<br>Listed building consent for the installation of one additional roof window<br><b>DECISION :</b><br>No objection / comment  | 5/10/21 |
| 21/505105 | River Farm, Chart Hill Road, Staplehurst<br>New waste treatment plant to replace and decommission 2 no. undersized existing plants (Resubmission of 21/500721)<br><b>DECISION :</b><br>The Parish Council wish to see the application refused for the following planning reasons. If MBC are minded to approve it then we wish to see the application reported to planning committee for decision :<br><ul style="list-style-type: none"> <li>• We are supportive, in principle, of replacement of the waste treatment plant to a newer system however MBC should ensure that, in flood circumstances, there is no discharge of material / pollution into the nearby watercourse (SSSI River Beult). Water must also not be allowed to discharge across the road</li> <li>• MBC should seek justification of the capacity of the new treatment plant which we assume has been sized for the 96 staff mentioned in the application</li> </ul> | 5/10/21 |
| 21/504953 | 77 The Quarries, Boughton Monchelsea<br>Demolition of side conservatory. Erection of single storey side and rear extension with light lanterns and external alterations. Alterations to roof, including the conversion of loft / annexe into habitable space, erection of first floor rear   | 5/10/21 |



extension, creation of rear Juliet balcony and insertion of rooflights

**DECISION :**

The Parish Council has no objection to the application however we are disappointed that work appears to have started on site already. We are particularly concerned that a section of ragstone wall at the front boundary of the property has been removed, contrary to Policy PWP3 of the Boughton Monchelsea Neighbourhood Plan (Protection of Non-Designated Heritage Assets).

21/504838/  
PNQCLA

Eel House Farm, Boughton Bottom Farm, Lower Farm 5/10/21  
Road, Boughton Monchelsea

Prior Notification for change of use of an agricultural building to 1 no. dwelling and associated operational development. For its prior approval to : Transport and Highways impacts of the development – Noise impacts of the development – Contamination risks on the site – Flooding risks on the site – Whether the location or siting of the building makes it otherwise impractical or undesirable for the use of the building to change from agricultural use to C3 (dwellinghouses) – Design and external appearance impacts on the building, and – Provision of adequate natural light in all habitable rooms of the dwellinghouses

**DECISION :**

It was noted that the Parish Council is not a statutory consultee on prior notification applications however it was agreed that the following response should be submitted :

We feel that the environment and setting of this building is inappropriate for residential use. The design of the building is also unsuitable for conversion to a dwelling house.

20/503147

River Farm, Chart Hill Road, Staplehurst

19/10/21

Full planning permission for the erection of extensions to the existing packhouse building, together with new internal access road, amendments to existing vehicular access, hardstanding, acoustic fencing, landscaping and creation of an ecological enhancement area

**DECISION :**

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

- a) The proposals represent overdevelopment of what was a rural farm site and is now moving to become a major distribution centre
- b) The likelihood of increased flooding as a result of the additional hardstanding. As well as affecting the site itself it would also cause flooding to roads, impacting the wider community
- c) Detrimental effect on highway safety, with HGV's

using inappropriate rural lanes and reliant on others to enforce correct routes to and from site

- d) Increased car movements to and from site
- e) Concern regarding policing of vehicle movements
- f) Concern regarding effect on the historic bridge.  
We would expect a full structural survey of the bridge to be undertaken and the relevant report submitted to MBC as part of this planning application, to prove that the bridge can cope with increased lorry movements
- g) Concern regarding environmental issues such as run off and waste disposal
- h) Negative effect on visual amenity, damaging rural views. The roof line in the original application (and assumed to be retained in this application) is 13m high, ie 3m higher than the existing shed alongside. This height and scale, together with the proposed concrete apron would significantly increase the visibility of this high profile industry in the rural landscape. In this respect, the Landscape & Visual Assessment focuses on a limited study area of up to 1.5km from the site. Whereas River Farm commands little visibility on the river plain where it is located, it is highly visible from the long distance Greensand Way. River Farm is already by far the largest industrial complex of buildings and bulk storage in the rural landscape from the vantage of this public right of way. The Landscape and Visual Assessment document should be revised to suit the above. This point is reinforced by the data represented in Figure 21 (zone of theoretical visibility) which reveals the site's pronounced visibility from the north but crops the elevation of the Greensand Ridge from the picture
- i) The proposal is contrary to policy PWP14 of the Boughton Monchelsea Neighbourhood Plan 'Any development south of Heath Road will be carefully assessed to avoid detrimental impact on long views in and out of the parish'.
- j) Light pollution from increased external lighting, bearing upon the site's visibility in the open countryside
- k) Noise pollution from cold storage back-up generators and refrigerant plant as well as vehicular traffic on site (LGV's, staff cars, forklifts, tractors and trailers etc)
- l) Pollution caused by run-off from the expansive area of hardstanding, with the SSSI zone of the

River Beult only 80m away

- m) The application should be thoroughly assessed by MBC's agricultural advisor
- n) We have received communication from local residents and are supportive of their individual objections to the application and would expect their comments and observations to be fully considered and investigated prior to the application being decided

If MBC planning committee are minded to approve the application then full consideration should be given to the following :

- a) Condition such that vehicle movements and tonnages are properly policed (using weight registering strips / CCTV) with penalties applied for flouting limits
- b) Condition limiting lorry movements to day time only
- c) Condition for effective planting of fast growing tree species to conceal the buildings from view from the north
- d) Condition for sensitive reduction of security lights at night

|           |   |          |
|-----------|---|----------|
| 21/504046 | 49 Roman Way, Boughton Monchelsea<br>Retrospective application for the erection of a 1.8m high close boarded fence<br><b>DECISION :</b><br>No objection / comment | 19/10/21 |
|-----------|---|----------|

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

|                      |   |
|----------------------|---|
| 21/503826            | 3 Shoebridge Drive, Maidstone<br>Erection of single storey rear extension, part garage conversion and internal alterations  |
| 21/500322            | Robins Rest, Park Lane, Boughton Monchelsea<br>Part retrospective application for a material change of use of land to mixed use for a single pitch gypsy site and keeping of horses, with associated development including stationing of 1 no. mobile home, 2 no. tourers, erection of a utility block, shed, hard standing, septic tank and a stable shelter |
| 21/503687/<br>LAWPRO | 22 Ragstone Fields, Boughton Monchelsea<br>Lawful Development Certificate for a proposed loft conversion with a side dormer   |

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

None

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

|           |  |
|-----------|--|
| 20/503148 | River Farm, Chart Hill Road, Staplehurst |
|-----------|--|

Full planning permission for the erection of an atmosphere controlled storage building together with external hardstanding and new internal access road

**The following APPEALS have been notified:**

20/506112      Lewis Court Cottage, Green Lane, Boughton Monchelsea  
Erection of a detached dwelling with parking and landscaping  
(resubmission of 20/502940)

**The following APPEAL DECISIONS have been notified:**

None

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

None

Cllr Munford spoke regarding MBC's Local Plan review.

**16. Representatives' Reports:**

16.1 KALC: Cllr Date was not present at the meeting but Cllr Jessel advised that she had attended a remote meeting on 27<sup>th</sup> September.

**16.2 Allotments :**

The clerk advised that MBC had agreed to a revised Langley Park allotment plan, increasing the number of available half plots to 24. Plots should be ready to let out early in February.

**16.3 Village Hall & Recreation Ground :**

Cllr Edmans advised that the hall surveys were now complete and a project manager would be required to take the renovation work forward. It was agreed that Cllrs Edmans, Smith and Humphries would arrange a meeting to discuss further.

**CLLRS EDMANS, SMITH & HUMPHRIES**

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

16.5 Police Liaison : Cllr Date was not present at the meeting

16.6 Bus group : It was noted that Cllr Roome would be attending the bus group meeting on 22<sup>nd</sup> November and would report back accordingly. **CLLR ROOME**

16.7 Climate change and biodiversity : It was agreed that Cllr Jessel's role be amended from Biodiversity and Environment Lead to Climate Change and Biodiversity Lead.

Cllr Jessel advised that she had attended a recent Kent Environment Strategy Conference.

Cllr Jessel had circulated a link to NALC's Climate Change survey results in advance of the meeting which was noted by members.

Cllr Jessel noted that the Parish Council had carried out a survey recently which had indicated a willingness for EV charging points in the parish. She added that she would liaise with KCC and the sub-group regarding a suitable location for public charging points. Lyewood was suggested as one possibility.

Cllr Munford queried progress with tree planting. Cllr Jessel stated that she had met with Steve Waring and gaps in Firmins Field would be replanted in the Spring. Cllr Humphries advised against planting at this time of year due to the risk of summer drought.

Cllr Munford queried progress with leaky dams. Cllr Edmans stated that he had met with Kent Wildlife Trust who would be preparing a relevant report.

**CLLR EDMANS**

Cllr Munford queried progress on actions contained within the adopted 'Pathway to Net Zero' paper. Cllr Jessel advised that many of the actions were long term and the sub-group would need to meet to discuss further. Cllr Munford handed Cllr Jessel a copy of the paper which had been marked up with useful comments from KCC.

**CLLR JESSEL**

The clerk suggested that information on net zero initiatives could be included in the next Parish Council newsletter.

**CLLR JESSEL / CLLR DATE**

It was agreed to bring forward item 18.1

## **18. Update / discussion items:**

### **18.1 Parkwood Farm reservoir – update :**

Cllr Edmans noted that the annual reservoir inspection would be taking place on 12<sup>th</sup> November. He added that he would prepare responses to the recent correspondence from DEFRA and KCC and noted that Binnie's were producing the required on-site flood plan.

**CLLR EDMANS**

Cllr Edmans left the meeting.

## **17. Items for Discussion:**

### **17.1 Draft amended Boughton Monchelsea village hall repair fund :**

There was no draft document to agree at the meeting however Cllr Ellis proposed that the repair fund come over to the Parish Council (custodian trustee) with the village hall committee having the power to spend income from the fund on hall maintenance. Seconded by Cllr Smith and agreed by all members.

**CLLR ELLIS**

### **17.2 Draft lease agreement between BMAT (freeholder) and the Parish Council (leaseholder) :**

For the benefit of members, Cllr Munford read out an extract from Parish Council meeting minutes of 13<sup>th</sup> July 2021, as follows :

*15.1 Proposed formal operational relationship between Boughton Monchelsea Parish Council and BMAT :*

*Cllr Ellis had produced a paper for members which was included in the agenda papers. Following lengthy discussion between members, Cllr Munford proposed that the Parish Council lease selected, non-committed land from BMAT, on terms to be decided. Seconded by Cllr Smith and agreed by all members.*

Brief discussion followed on the draft lease agreement which had been prepared by Gill Turner Tucker and circulated to members in advance of the meeting. Cllr Ellis felt that this draft lease was over complicated and proposed that the Parish Council do not enter into a complex lease agreement but instead instruct Gill Turner Tucker to prepare a simpler agreement, for approval by members. Seconded by Cllr Jessel and agreed by all Councillors.

**CLLR ELLIS**

**19. Health & Safety Issues:**

Nothing to discuss.

**20. Deferred Items Schedule:**

- 20.1 It was noted that BMAT trustees, Mr Humphries, Mr Martin and Mr Ellis would be meeting to discuss a response to the latest Furfield Quarry Merebrook report.

**CLLR HUMPHRIES**

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

- 21.1 It was agreed that the clerk should arrange flowers to be sent to Cllr Stevens on behalf of the Parish Council.

**CLERK**

- 21.2 Cllr Munford stated that he had been lobbied by other members and residents regarding the litter signage in the parish. It was agreed that this should be included as an agenda item at the January meeting, with a decision to be made on whether to retain, amend or remove the signs.

**CLERK**

- 21.3 It was noted that Carols on the Green would take place on Monday 13<sup>th</sup> December at 7.30pm. Members were asked to arrive at 7pm to help set up. PA system hire had been arranged and the school and community choirs would be attending. Cllr Ellis to organise Christmas tree for delivery on Saturday 11<sup>th</sup> December with Cllr Edmans co-ordinating erection. Clerk to organise refreshments for the event.

**ALL CLLRS / CLERK**

- 21.4 Cllr Humphries advised that he had attended a recent scout group meeting to speak to the scouts about Salts Wood and help them with construction of bug hotels. These would be placed in position by the scouts in the coming weeks.

- 21.5 Cllr Munford noted that Boughton Volunteers were still active and had recently supported a resident with COVID who needed some shopping done.

**22. Date of Next Meeting:**

The next full Parish Council meeting is due to be held on Tuesday 11<sup>th</sup> January 2022 at 7pm in the committee room of the village hall.

There being no further business the meeting closed at 9.50pm

**MINUTE 18** (Parish Council meeting 2<sup>nd</sup> November 2021)

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

| <b>DATE :</b> | <b>ITEM:</b>          | <b>ISSUE / ACTION:</b>         | <b>POSITION AS OF PARISH COUNCIL MEETING 2<sup>nd</sup> November 2021</b>   |
|---------------|-----------------------|--------------------------------|---|
| 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. |
| 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  |
| 2.3.21        | Green Lane            | Speed limit                    | Consider request from resident to pursue a speed limit reduction from 30 to 20mph at the east end of Green Lane. Agreed to defer decision until the Lyewood development is complete, expected to be December 2021. Review January 2022  |
| 18.5.21       | Piper / Thirkell land | Lease                          | Lease expires on 6 <sup>th</sup> 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.  |