

## BOUGHTON MONCHELSEA PARISH COUNCIL

### Minutes of the Parish Council Meeting held on 1<sup>st</sup> July 2014 in Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.00pm

#### Present:

Cllrs        S. Munford (Chairman)  
              J. Gershon  
              K. Williams  
              P. Herrin  
              S. Evans  
              A. Whybrow  
              M. Bray

Parish Clerk  
KCC Warden, Liz Lovatt  
8 parishioners  
Kompan representative, Stuart Pettit

1.    **Apologies:** Apologies were received from Cllrs Brown, Bracking, Slater, Date, Ellis, Smith, Clarke and PCSO Richard Kirby
2.    **Notification of late items for inclusion on the agenda**  
None
3.    **Standing Order 61: To decide whether the public and press should be excluded from the meeting for any item.**  
It was agreed that item 11.1 St Peters churchyard extension should be an excluded item due to commercially sensitive information.
4.    **Reports from Maidstone Police / PCSO and KCC Rural Community Warden**  
PCSO Richard Kirby had provided bi-monthly crime figures in advance of the meeting as follows : Five incidents of theft, one incident of burglary, three incidents of criminal damage. It was noted that eight of these incidents were in south ward and one in north ward. Cllr Munford noted that no crime figures had been provided for the same period last year and requested that these be provided for comparison next time.  
**CLERK**  
  
Cllr Munford welcomed back KCC Warden, Liz Lovatt. Liz advised that residents in north ward had been experiencing motorbike nuisance on a short section of footpath adjacent to number 9 Firmin Avenue. It was agreed that the clerk should contact Kent Highways about this with a request for motorbike access to be prevented.  
**CLERK**
5.    **Open Quarter:** A significant number of north ward residents were in attendance at the meeting and it was agreed to bring forward item 14.3 on the agenda.

#### 14.3 North ward update, including Furfield Park and Woodlands management contracts

Cllr Williams spoke at length regarding the management contract that exists between Furfield Park homeowners and OM Property Management. Residents pay between £300 and £500 per year in management fees for external maintenance work within the Furfield Park development. Cllr Williams advised that she and Cllr Slater had recently attended a meeting between homeowners and OM. OM had set up this meeting but many residents had allegedly failed to receive notification of this. Residents had expressed their concerns at the meeting as follows :

- Residents are extremely unhappy with what they see as a very poor level of service with no value for money
- Legal action regarding non-payment of management fees allegedly threatened or instigated by OM, despite no apparent attempts by OM to resolve the problems
- Some residents appear to have negotiated discounted management fee rates due to the issues that have been occurring. Residents feel that it is unfair to apply this to some but not others
- Several residents had apparently been charged for electricity to external lighting that does not exist.

OM Property Manager, Peter Thomas, was present at the meeting and responded to the above as follows :

- An OM meeting at director level will be taking place to discuss the issues and a letter will be sent out to residents within two weeks
- All Furfield Park management fee accounts are on hold and no further legal action letters will be sent out to residents
- Issue of discounted rates is currently under discussion
- Courtyard lighting had been shown on a drawing of the development and had therefore been mistakenly charged to some residents. This money has now been credited back to the relevant accounts.

Cllr Munford noted that a meeting would be required to discuss any overlap issues between OM and BMAT managed land. Clerk to arrange. **CLERK**

It was noted that a meeting would be taking place on 4<sup>th</sup> July between OM and residents and that resident's representative, Phil Judge, would be attending this.

Peter Thomas noted that OM carry out monthly inspections of the development. Cllr Munford requested that OM copy these to the Parish Council from now on. Peter Thomas agreed to this request.

Resident, Phil Judge, stated the following :

- Houses were purchased from Taylor Wimpey who had advised that management fees would only commence once the development was complete and the management company had taken over. The development was finally completed in August 2013 and OM had been working for Taylor Wimpey, not residents, prior to this. Management fees had started prior to this date however.

- OM's work has been sub-standard – grass has not been cut regularly, dead plants and trees are not replaced and there is general air of untidiness
- A number of residents now have CCJ's against them due to non-payment of management fees and OM's resulting legal action.

Peter Thomas stated that accounts were now on hold so this situation would not occur with any further residents. He added that OM would look into the CCJ's that had been applied with a view to them being repealed if possible.

In summary, it was agreed by all parties that OM should report back to the Parish Council as follows :

- Provide a copy of any agreed actions resulting from the meeting with residents on 4<sup>th</sup> July
- Provide copies of all future monthly inspections
- Provide updates on any legal actions, as described above
- Provide possible dates for site meeting with BMAT to discuss any overlap issues between BMAT and OM managed land

It was agreed to bring forward items 14.2 and 11.1 to allow the relevant representatives to speak and then leave the meeting.

#### **14.2 Improvements to Church Street play area**

The clerk spoke regarding the proposals for the play area and stated that following review of the three quotations received, Kompan had been selected as the preferred supplier. Following consultation with parishioners at the village fete in June and with MBC play area staff the design had now been amended slightly. The clerk advised that she and Cllr Brown would be meeting with Kompan to agree final details prior to placing an order. The clerk noted that although the village hall and recreation ground committee were contributing £25,000 towards the cost of the work this money was currently locked up in a bond and would not be available until June 2015. Cllr Williams proposed that the Parish Council pay this sum from its own funds pending reimbursement from the village hall and recreation ground committee in 2015. Seconded by Cllr Whybrow and agreed by all members.

The clerk introduced Kompan Account Manager, Stuart Pettit, who gave members an overview of the scheme including information on how the new play area has been designed to be as inclusive as possible, allowing children of all abilities to play together.

#### **11.1 St Peters Church – churchyard extension : exempt item**

- 6. Declarations of Interest in Items on the Agenda / Declaration of Changes to the Register of Interests / Requests for Dispensations :**  
None
- 7. Matters outstanding from minutes (6 May) not included in agenda:**  
Item 7 : Cllr Munford confirmed that MBC have assessed the sites that were put forward in the recent additional call for sites

Item 9 / 11.2 : Cllr Munford stated that himself and Cllr Evans would meet to discuss whether a further meeting with the local landowner was necessary at this stage.

**CLLR MUNFORD**

Item 9 / 14.3 : Cllr Whybrow confirmed that the social club have photos of the original memorial hall. Cllr Gershon agreed to liaise with Cllr Whybrow with a view to scanning in and printing off copies for display in the village hall.

**CLLR WHYBROW / CLLR GERSHON**

Item 9 / 14.3 : Cllr Williams agreed to pursue the idea of planting a poppy field in north ward. Cllr Munford expressed concern at poppies being planted adjacent to farmland but Cllr Williams stated that she would take advice on this.

**CLLR WILLIAMS**

Item 15.4 : Cllr Williams had been unable to attend the last Neighbourhood Watch meeting but stated that she would try to encourage the NHW Co-ordinator to attend future Parish Council meetings.

Item 15.5 : Cllr Date was not present at the meeting.

Item 17.2 : Cllr Munford advised that KCC were currently carrying out a traffic survey in Maidstone.

**8. Minutes of the meetings held on 6 May 2014:**

The minutes of the meeting held on 6 May 2014 were agreed as correct. Proposed by Cllr Evans, seconded by Cllr Herrin and agreed by all members.

**9. Clerk's report**

The contents of the clerk's report were noted. The clerk advised further as follows :

Furfield Park – Further meeting to be arranged. John Newington has now left the Borough Council therefore meeting will be with an alternative officer

**CLERK**

Maidstone Borough Council's new online planning application portal has had major teething problems but the first Boughton Monchelsea application on the new system was received on 1<sup>st</sup> July

The clerk explained that each County Councillor has £25,000 to allocate as community grants and / or local highways projects. She added that members should consider what applications should be made for.

**ALL CLLRS**

**10. Finance Report:**

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

Just Projectors	Projector purchase	500.00
Parish Clerk	Agenda printing	50.34
RIP Cleaning Services	Dog bin emptying / April	47.52
Village hall committee	Hall hire	56.00
Esferico	Website hosting and maintenance	870.00
	(2012/13/14) plus training for Cllrs / clerk	

Brownies	Grant	150.00
Friendship Circle	Grant	200.00
Scouts	Grant	300.00
Maidstone Community First Responders	Grant	1500.00
N. Tuck	Flyer delivery – Annual Parish Meeting	100.00
Parish Clerk	Clerk's salary (17/2/14 to 17/5/14) and expenses	1695.82
EDF Energy	Electricity – parish hut	1.06
Nicki's Florist	Flower gifts presented at Annual Parish Meeting	60.00
Fusion Healthy Living Centre	Catering for Annual Parish Meeting	167.50
RIP Cleaning Services	Dog bin emptying / May	59.40
Gill Turner Tucker	BMAT legal fees – Lyewood Farm option agreement	933.40
N. Tuck	Flyer delivery – Village fete / Neighbourhood Plan	100.00
Village hall committee	Hall hire	73.25
Gill Turner Tucker	BMAT legal fees – Hubbards Lane option agreement	300.00
<b><u>Receipts:</u></b>		
Locality grant	Neighbourhood Plan grant	6300.00
KCC	Money advice booklet grant (HELD BY PC ON BEHALF OF KCC WARDEN, LIZ LOVATT)	1000.00
MBC	Bellwin claim – tanker hire during 2013/14 winter floods	5864.87
MBC	Parish Services Scheme	2077.00
HMRC	VAT repayment 2013/14	10129.67
Fridays Ltd	Reimbursement of legal fees ref Lyewood Farm option agreement	1500.00
Allotment leaseholders	Allotment rent	12.50
<b><u>Balances as at 26<sup>th</sup> June 2014 :</u></b>		
Current Account		86,493.13
Business Reserve		424.07
National Savings		293.52
<b>Total Financial Assets</b>		<b>87,210.72</b>

The above financial statement was accepted by members.

Cllr Munford queried the Esferico bill for web hosting. Cllr Gershon advised that this bill covered two years of hosting.

It was noted that the toddler group in the village had now folded and the grant cheque had been returned to the Parish Council.

## 11. Correspondence:

- 11.2 Maidstone Borough Council – Langley Park development street names : A number of ideas for street names were put forward by members such as World War I battle names, names of local farmers, diamond jubilee related names and names of apple varieties. A vote was taken and it was agreed that apple names should be put forward as the Parish Council's suggestion. Clerk to respond accordingly. **CLERK**

Post meeting note : Clerk responded to MBC as above however apple names have been used in the Maidstone area quite extensively already. It was therefore agreed to put forward surnames of parishioners who lived, worked or were born in Boughton Monchelsea and who lost their lives in World War I. The developer has since agreed to this suggestion.

## 12. Planning Report:

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

		<b>MBC notified</b>
MA/14/0691	South Lodge, Wierton Hill, Boughton Monchelsea Demolition of existing garage to facilitate erection of single storey building for additional accommodation incidental to dwelling <b>DECISION :</b> No objection / comment. Please note that the hard copy drawings that were sent to us showed the existing arrangement only, not the proposed. We were not sent copies of drawings 004/211 and 004/212.	4/6/14
MA/14/0707	The Wheelwrights, The Green, Boughton Monchelsea Demolition of the existing structure and construction of 2 semi detached houses <b>DECISION :</b> The comments made by us on the previous application relating to this site (MA/13/1462) are relevant to this new application and should be considered as follows: <ul style="list-style-type: none"><li>• The proposal is in a Conservation Area therefore the Conservation Officer's advice should be sought prior to deciding on the application</li><li>• The design of the proposal and the materials used should be sympathetic to the area in general</li><li>• A minimum of two off road parking spaces should be provided for each dwelling</li></ul> In addition, we would also like to comment as follows : <ul style="list-style-type: none"><li>• The proposal is inappropriate in height and scale relative to the surrounding buildings. The drawings provided do not show the proposal against the context of the existing adjacent listed buildings.</li><li>• The Parish Council would be in support of a proposal that was lower in height and of a design that was sympathetic to the existing buildings around it and the conservation area in general</li></ul>	4/6/14

- . We were not sent any hard copy drawings relating to this application, despite Cllr Munford requesting this information on 16/5/14 and being advised by MBC on that date that this would be looked into
- |            |   |        |
|------------|---|--------|
| MA/14/0792 | Little Silver, Cliff Hill, Boughton Monchelsea<br>Erection of conservatory and garden shed<br><b>DECISION :</b><br>No objection / comment. Please note that we were sent two copies of the drawings showing the proposal and no drawings showing the existing arrangement. We were sent two copies of drawing 2318/02 and none of 2318/01 | 4/6/14 |
| MA/14/0742 | Fishing Lake, Boughton Bottom Farm, Lower Farm Road, Boughton Monchelsea<br>Proposal for formation of private syndicate fishing lake....<br>(AMENDED / ADDITIONAL INFORMATION ONLY)<br><b>DECISION :</b><br>We would like to reiterate our comments on the original application as follows:   | 4/6/14 |

The Parish Council wish to see the application refused and request the application is reported to the Planning Committee for the planning reasons set out below :

1. Another fishing lake is in existence nearby and the accumulation of such facilities in the open countryside would have an extremely detrimental effect on the landscape. The documentation submitted with the application makes reference to the negative effect on the landscape already caused by Monk Lake, for example '...the artificial sloping landform appears rather incongruous on the valley side' and 'There are generally few visual detractors, although the artificial fishing lakes on the A229 are particularly incongruous'.
2. The inlet to the lake from the River Beult would have an extremely detrimental effect on the river. The proposal is in direct conflict with the Borough Council's policy to protect the River Beult. There are already problems maintaining the water level to the river and the proposal to fill the lake initially and then take water from the river to maintain the level in the lake would worsen this problem significantly.
3. This section of the River Beult is notified as a Site of Special Scientific Interest and the proposal's proximity to this and its effect on the river would cause significant damage to the SSSI, including damage to the habitat of a number of scarce species of beetle and

dragonfly.

4. It is proposed that the lake be constructed by excavating to a depth of 1.5m with the full 3m water depth achieved by heaping spoil around the edges of the lake. The land surrounding the lake would therefore be raised by 1.5m in height. This would have a significant visual impact and would possibly increase the risk of flooding to the surrounding public road network.
5. The proposal for night fishing with overnight camping would have a significant environmental impact in terms of noise and light pollution
6. The proposal would give the area an unnatural 'lagoon' feel to the landscape and would significantly change the existing natural view from St Peters Church and the Greensand Way. The proposal would cause significant visual intrusion into the open countryside
7. Vehicles parked on the site would have a negative visual impact on the countryside
8. The proposal would constitute an unacceptable change of use of the land from agricultural to leisure use

The Parish Council would also like to note that nearby residents do not appear to have been directly notified of the application by MBC.

In addition to the above original response , we would like to add the following comments and again wish to see the application refused :

The application site is within the Beult Valley Landscape Character Area and MBC's Landscape Character Assessment (approved at Scrutiny Committee on 18/6/13) states that the area should be conserved and restored and that further artificial earthworks should be resisted. In addition, section 58.15 of the document states that 'there are generally few visual detractors, although the artificial fishing lakes on the A229 are particularly incongruous'. Section 58.11 also states that 'Two nationally scarce invertebrates have been recorded from the River Beult; a rare water beetle occurs in slow-flowing stretches of the river and the hairy dragonfly if found in sluggish, well vegetated areas'.

Some of the information that has been sent is illegible and drawings appear to contradict each other. The application should not have been validated by MBC with this poor standard of information. The applicant should be



asked to re-submit the application with appropriate and legible documents.

The new orchard planting shown on drawing JEC/306/1 does not fit with the nature of the existing environment surrounding the site.

MBC should refer the application to Natural England with reference to the SSSI.

Again, it appears that nearby residents have not been directly notified by MBC of the amended / additional information relating to the application

MA/14/0820	Wierton Hall Farm Cottage, Wierton Road, Boughton Monchelsea	4/6/14
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Listed building consent for insertion of 5 no rooflights

**DECISION** : We would like to comment as follows :

- Heritage roof lights should be used
- Reversion to the existing window formations is welcomed

MA/14/0802	93 The Quarries, Boughton Monchelsea	4/6/14
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Loft conversion to provide first floor bedroom and bathroom, incorporating rooflight to front roof slope, six rooflights to rear roof slope, two first floor windows to west facing side elevation and one first floor window to east facing side elevation

**DECISION** : No objection / comment

MA/14/0774	The Yard, Hermitage Lane, Boughton Monchelsea	4/6/14
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Erection of replacement roofs with new dual pitched roofs over existing single storey rear extension and provision of additional floor space

**DECISION** : No objection / comment

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

MA/14/0414	4 Meadow View Road, Boughton Monchelsea Single storey rear extension and partial garage conversion
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MA/14/0522	22 Lewis Court Drive, Boughton Monchelsea Erection of a side and rear single storey extension to replace existing conservatory
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MA/14/0526	Boughton Monchelsea Place, Church Hill, Boughton Monchelsea Erection of a glasshouse
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MA/14/0527	Boughton Monchelsea Place, Church Hill, Boughton Monchelsea An application for listed building consent for erection of a glasshouse
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MA/14/0541	Iden Fields, Heath Road, Boughton Monchelsea Erection of a conservatory
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MA/14/0691    South Lodge, Wierton Hill, Boughton Monchelsea  
Demolition of existing garage to facilitate erection of  
single storey building for additional accommodation  
incidental to dwelling

**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:**

TA/0161/13    10 Petlands, Boughton Monchelsea  
Tree Preservation Order application : TPO 5 of 2000 : an  
application to carry out a 25% all over crown reduction to  
oak trees in the rear garden

**The following APPEAL DECISION(S) have been notified :**

None

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

None

12.1 Cllr Gershon advised that MBC had refused to provide a copy of the viability report relating to the Wierton Place planning application and that following an unsuccessful freedom of information request he had complained on behalf of the Parish Council to the Information Commissioner's Office, who had agreed to take it on as a case.

12.2 Cllr Munford noted that MBC had stated that they would meet with the Parish Council regarding the additional call for sites. Cllr Munford to pursue.

**CLLR MUNFORD**

**13. Representatives' Reports:**

13.1 KALC: Cllr Ellis was not present at the meeting.

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

13.3 Village Hall & Recreation Ground : Cllr Whybrow stated that the village hall committee had not agreed to renaming the village hall 'Boughton Monchelsea village memorial hall'.

Cllr Munford noted that the Parish Council had been given hand held radios by KCC for use in emergencies. It was agreed that Cllr Munford should be given delegated powers to purchase a secure cabinet for the parish office for the storage of the radios and other items. Agreed by all members.

**CLLR MUNFORD**

13.4 Neighbourhood Watch : Cllr Williams had nothing further to report.

13.5 PACT : Cllr Date was not present at the meeting.

13.6 Bus group : Cllr Munford noted that MBC would be scrutinising the bus service.

**14. Items for Discussion:**

14.1 Parkwood Farm reservoir, including sluice operation team for next two month period : Cllr Herrin advised that water levels in the reservoir were now back to normal. He stated that £10,000 to £15,000 would probably need to be spent on further work at the reservoir to prevent water seepage through the dam walls. Cllr Herrin was in the process of obtaining quotes for this work. Cllr Evans queried whether the Parish Council should be funding this. Cllr Munford stated that a KCC report had recently gone out stating that the Environment Agency should be assisting with funding for this type of work. He added that multi agencies had contributed to the report. Cllr Herrin advised that a decision on further funding would need to be made at the Parish Council meeting in September.

The sluice operation team for the next two month period was agreed as Cllrs Gershon, Bray, Herrin and Munford.

**CLLRS GERSHON, BRAY, HERRIN, MUNFORD**

14.4 Litter pick co-ordinator : The clerk noted that Karen Filmer had written to the Parish Council advising that she would be standing down as litter pick co-ordinator. It was noted that Karen had kindly performed this role for a significant number of years and thanks were expressed by members. Cllr Evans agreed to take over this role and liaise with Karen accordingly.

**CLLR EVANS**

14.5 War memorial : Cllr Brown was not present at the meeting but had provided a written report for members, noting a ball park figure of £2000 for a resin memorial plaque with ragstone surround. Cllr Smith stated that he had obtained a competitive quote for a bronze plaque. Cllr Munford proposed deferring any decision on this item until the next Parish Council meeting in September. Agreed by all members.

**15. Deferred items schedule :**

Nothing further to discuss

**16. Any Other Business**

16.1 Cllr Whybrow advised that Loose Parish Council were currently planning to install new play equipment in the King George V playing fields and that a commendable good neighbour service was in operation in Loose.

16.2 Cllr Munford thanked Cllr Whybrow for the great job she had done chairing the village fete committee and congratulated her and the team involved on the successful fete that had been put on this year. Any ideas for next year's fete should be passed on to Cllr Whybrow.

**17. Date of Next Meeting:**

The next Parish Council meeting will be held on Tuesday 2<sup>nd</sup> September. There being no further business, the meeting was closed at 9.50pm.

## MINUTE 15 (Parish Council meeting 1 July 2014)

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

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 1 July 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)
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)
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)