

BOUGHTON MONCHELSEA PARISH COUNCIL

**Minutes of the Parish Council Meeting held at 7pm on 1st November 2022
in the main hall of Boughton Monchelsea village hall, pursuant to notice.**

Present:

Cllrs S. Munford
A. Humphryes
D. Smith
R. Martin
I. Ellis
R. Garland
R. Edmans (left at 9.50pm)
R. Roome
J. Skinner
C. Jessel
N. Wilde (left at 9.50pm)
D. Redfearn (left at 9.50pm)
L. Date

Parish Clerk

1 resident

MBC Biodiversity & Climate Change Engagement Officer, Gemma Bailey (left at 7.25pm)

MBC Biodiversity & Climate Change Engagement Officer, Gemma Bailey gave a presentation and answered members' questions. Mrs Bailey then left the meeting.

1. **Apologies:** Apologies were received from the following members with reasons for apology noted in brackets : Cllrs Stevens (personal). The reasons for apology were accepted by members.
 - 1.1 It was noted that Cllr Stevens had missed the last 3 Parish Council meetings due to personal reasons. Cllr Munford proposed that Cllr Stevens remain as a member of the Parish Council. Seconded by Cllr Redfearn and agreed by all 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**
None
4. **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 :
18.8 Furfield Quarry option agreement - update
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 3 reported crimes in south ward (theft of an amplifier, vehicle damaged, vehicle stolen) and 3 reported crimes in north ward (cash stolen, window smashed, number plates stolen)

The KCC Warden was not present at the meeting and had not submitted a report for inclusion in the agenda papers.

6. County Councillor updates

Neither Cllr Parfitt-Reid nor Cllr Cooke were present at the meeting.

7. Borough Councillor updates

Cllr Munford advised that the parish boundaries consultation would be live in November. It was agreed that Cllrs Martin, Smith, Humphryes and Munford would respond to this consultation on behalf of the Parish Council.

Cllr Munford provided an update on the MBC Local Plan review and 5 year housing land supply situation.

8. Open Quarter :

The resident in attendance did not wish to bring anything up during the open quarter. It was noted that the resident had recently joined the Speedwatch group.

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 Cllrs Munford and Skinner) were given dispensation to discuss and vote on any items relating to BMAT.

As village hall and recreation ground trustees, Cllrs Smith, Humphryes, Martin and Garland were given dispensation to discuss and vote on any items relating to the village hall remodelling work.

As a Skinner Trust trustee, Cllr Skinner declared an interest in item 18.8 Furfield Quarry.

10. Matters outstanding from minutes (6th September 2022) not included in agenda:

18.1 Cllr Ellis to produce advert for newsletter, requesting a volunteer to prepare and manage grant applications for the village hall remodelling. **CLLR ELLIS**

20.1 Cllr Smith stated that he had visited Salts Wood and queried whether the boundary of 59 Linton Road was correct. Further investigation required. Clerk to send land registry information to Cllr Smith. **CLERK / CLLR SMITH**

20.2 It was noted that Gill Turner Tucker had written to the owners of 11 Harling Close on behalf of BMAT. To be followed up by letter from BMAT. **CLERK**

11. **Minutes of the meeting held on 6th September 2022. Agreement of and signature by Chairman of the Parish Council :**

The minutes of the Parish Council meeting held on 6th September were agreed as correct. Proposed by Cllr Jessel, seconded by Cllr Smith and agreed by all members.

12. **Clerk's report**

The contents of the clerk's report were noted and the clerk provided a verbal update as follows :

- Clerk to find out more information about whether parish funded Police checks would be possible and if so, what the cost would be **CLERK**
- Tree planting days would now take place on 17th December and 26th January. Cllr Jessel to send out further details nearer the time
- Notification received that number 59 bus service will cease from February 2023
- Queries received from several residents regarding mowing of grass and removal of tree guards at Lyewood. Advised that Crest are in the process of replanting all the dead trees (chestnut coppice) in the south west corner of the site

13. **Finance**

Payments from current account since last meeting (incl VAT) :

Coakley Cleaning	Dog bin emptying	130.00
Mc Veigh Parker	Gate for Furfield Park (BMAT)	331.20
EDF Energy	Electric supply to parish hut	38.07
Village hall	Hall hire	37.50
KCC	Stationery	52.78
Paul Waring	Ragwort removal – Salts Wood (BMAT)	1,560.00
Nat West	Bank fees	1.05
ICO	Data protection fee	35.00
Village hall	Hall hire	45.00
PKF Littlejohn	Parish Council accounts audit fee	480.00
Community	Defibrillator support fee	151.20
Heartbeat Trust		
Freshcold	Village hall refurbishment – new heating system	16,836.00
Freshcold	Village hall refurbishment – new heating system	2,520.00
Coakley Cleaning	Dog bin emptying	130.00
Nat West	Bankline fee	24.95
The East Malling Trust	Tree inspection courses (BMAT)	215.00
Zurich	Parish Council insurance premium	2,624.54
HMRC	PAYE & NI	463.08
Parish Clerk	Clerk's salary – paid by standing order	1,050.26
Parish Clerk	Clerk's salary – paid by bank transfer	577.71
Parish Clerk	Clerk's expenses	89.04
Village hall	Hall hire	37.50
Nat West	Bank fees	1.05
** GB Sport &	New baby swing seat and chains – Church Street	196.74

Leisure **	play area	
Coakley Cleaning	Dog bin emptying	130.00
Village hall	Parish office hire	584.38
Nat West	Bankline fee	27.20

Receipts into current account since last meeting:

MBC	S106 funds	33,309.26
BMAT	Repayment of loan	60,000.00
Leaseholders	Allotment rent	1,150.00
Book purchasers	Upon the Quarry Hills book sales	30.00

Payments from BNG account since last meeting:

Mc Veigh Parker	Fencing materials - Lyewood	689.64
M J Mills	Fencing materials - Lyewood	364.50

Receipts into BNG account since last meeting:

None

Balances as at 20th October 2022 :

Current Account	267,101.02
BNG Funds Account	77,007.28
Business reserve	432.75
National Savings	307.98
Total Financial Assets	344,849.03

Note : 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 Jessel and agreed by all members.

It was agreed that the CIL monies received this year would be used towards the village hall remodelling works. The total budgeted sum for the remodelling would remain as £150,000 with any previously committed Parish Council funds transferred back to reserves.

13.2 Budget monitoring report : Cllr Humphryes proposed that the budget monitoring report to 20th October 2022 be accepted. Seconded by Cllr Skinner and agreed by all members.

14. Correspondence:

14.1 Grant request for Christmas boxes :

Correspondence had been received from Boughton Monchelsea Helping Hands requesting grant funding towards annual Christmas boxes for the elderly, lonely and vulnerable of the parish. Following discussion, Cllr Wilde proposed that the Parish Council give a grant of £500. Seconded by Cllr Smith and agreed by all members.

CLERK

15. Planning Report:

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

		MBC notified :
22/503721	2 Wierton Corner Cottage, Wierton Hill, Boughton Monchelsea Demolition of existing porch and erection of a part single storey, part two storey extension DECISION : The Parish Council wish to see the application refused for the following planning reasons. If MBC are minded to approve it the application should be reported to planning committee for decision. <ul style="list-style-type: none">• The proposal constitutes overdevelopment, almost doubling the size of the house, changing its nature and character and compromising the composition of both semi-detached properties• The Boughton Monchelsea Neighbourhood Plan discourages development to the south of Heath Road• The proposal is in the vicinity of two listed buildings	6/9/22
22/503729	Marlpit Farm, Wierton Road, Boughton Monchelsea Erection of a detached garage to farm manager's bungalow DECISION : No objection / comment	6/9/22
22/503804	River Farm, Chart Hill Road, Staplehurst Erection of a two storey side extension DECISION : No objection / comment	6/9/22
22/503101	Beresfords Lodge, Beresfords Hill, Boughton Monchelsea Erection of a single storey rear extension for a disabled bedroom and shower room together with a family sensory area DECISION : No objection / comment	6/9/22
22/503516	36 The Quarries, Boughton Monchelsea Erection of a single storey side extension with two roof windows DECISION : MBC should ensure that the proposal causes no loss of private amenity or overlooking. The site is within a conservation area therefore the conservation officer should be consulted on the application.	6/9/22
22/501347	8 Haste Hill Close, Boughton Monchelsea Conversion of integral garage into a habitable space and creation of two parking spaces to front by lowering the garden level (REVISED DETAILS ONLY) DECISION : The Parish Council wish to see the application refused for the following planning reasons. <ul style="list-style-type: none">• The proposal would provide a benefit to the applicant in	6/9/22

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

22/504195 9 Petlands, Boughton Monchelsea 27/9/22

Erection of a part two storey, part first floor side and a single storey front and rear extension

DECISION :

The Parish Council wish to comment on the application as follows :

- Due to the level of development on the site we would request that permitted development rights are removed, to respect the setting and the proximity to the heritage asset
- Due to the sensitivity of the location we feel that the landscape management plan should be implemented for a period of 10 years, rather than the usual 5
- We appreciate the efforts that have been made to improve biodiversity and incorporate renewable energy

22/503602 Tilts House, Heath Road, Boughton Monchelsea 27/9/22

Listed Building Consent for refurbishment, thermal upgrade and repair of existing box sash windows and replacement of existing casement windows with slimlite double glazed casement windows

DECISION :

No objection / comment

22/504298 Cherry Barn, Old Tree Lane, Boughton Monchelsea 27/9/22

Erection of 1 no. dwelling with associated parking and landscaping, including part demolition of existing unauthorised structure (part retrospective)

DECISION :

No objection / comment

22/504245 Halfway Cottage, Boughton Lane, Boughton Monchelsea 27/9/22

Retrospective change of use of an agricultural field to glamping site with 3 no. bell tents, 3 no. WC's and an outside cooking area

DECISION :

No objection / comment

22/504388 Fir Tree Cottage, 28 The Quarries, Boughton Monchelsea 27/9/22
Erection of a detached outbuilding

DECISION :

The proposal is within the curtilage of a listed building and is within a conservation area therefore MBC's conservation officer should be fully consulted on the application

22/504477 62 The Quarries, Boughton Monchelsea --
Erection of a single storey side and rear extension

DECISION :

No planning meeting – no response returned

The following applications have been APPROVED by MBC:

- 22/503275 92 The Quarries, Boughton Monchelsea
Erection of a part single storey, part two storey rear extension with internal alterations
- 22/501347 8 Haste Hill Close, Boughton Monchelsea
Conversion of integral garage into habitable space and creation of two parking spaces to front by lowering the garden level
- 22/503729 Marlpit Farm, Wierton Road, Boughton Monchelsea
Erection of a detached garage to farm manager's bungalow
- 22/503452 Unit 1 Maidstone Exchange, Cuxton Road, Maidstone
Advertisement consent for 3 no. illuminated fascia signs, 2 no. entrance signs and 1 no. opening hours sign
- 22/503516 36 The Quarries, Boughton Monchelsea
Erection of a single storey side extension with two roof windows
- 22/503101 Beresfords Lodge, Beresfords Hill, Boughton Monchelsea
Erection of a single storey rear extension for a disabled bedroom and shower room together with a family sensory area

The following applications have been REFUSED by MBC:

- 22/503217 The Old Farmhouse, The Green, Boughton Monchelsea
Demolition of a 20th Century lean to conservatory and erection of a single storey rear extension (resubmission 21/506269)
- 22/503227 The Old Farmhouse, The Green, Boughton Monchelsea
Listed building consent for the demolition of existing 20th Century conservatory and erection of rear extension (resubmission 21/506270)
- 22/502627 Boughton Service Station, Heath Road, Boughton Monchelsea
Retention of existing hand car wash facility and office / customer waiting room, and proposed alterations including installation of acoustic enclosure and provision of a new customer parking area (part retrospective)

The following applications have been notified as WITHDRAWN :

None

The following APPEALS have been notified:

None

The following APPEAL DECISIONS have been notified:

None

The following APPEALS have been notified as WITHDRAWN:

None

15.1 Cllr Smith gave an overview of recent planning application responses and MBC decisions.

16. Representatives' Reports:

16.1 KALC: Cllr Date advised that he had attended the last KALC meeting but would be unable to attend the AGM.

16.2 Allotments : Cllr Martin noted that the scouts had recently been given a half allotment plot at the Haste Hill Road site. As a volunteer based parish youth group, this would be rent free.

16.3 Village Hall & Recreation Ground : Nothing to report. Remodelling work discussed under agenda item 18.1.

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

16.5 Police Liaison : Cllr Date advised that there had been no recent police liaison meeting.

16.6 Bus group : Cllr Roome had nothing to report.

Cllr Smith asked Cllr Munford for an update on transport provision to the new doctors surgery in Coxheath. Cllr Munford advised that the new surgery should be opening before the end of 2022. At least £25,000 in S106 monies was available for transport to the new surgery and Cllr Munford advised that he was in discussions with MBC regarding an acceptable scheme which would most likely involve a contract with a local taxi company.

16.7 Climate change and biodiversity : Cllr Jessel provided an update as follows :

- Suggest as many Parish Councillors as possible attend MBC's carbon literacy training in the Spring
- KCC Warden is going to run a parking / idling initiative with the primary school in the new year. Cllr Munford stated that he would get MBC's traffic warden to visit the school site. The clerk advised that the double yellow lines and school zig zag lines would be refreshed by MBC
- Cllr Munford's excellent article for MBC's newsletter summarises all the good work the Parish Council and BMAT have done in the parish and will hopefully encourage other parishes in their efforts

17. Decision items :

17.1 Agreement to merger of village hall and recreation ground endowment funds and opening of new Parish Council bank account to receive village hall / rec ground investment income and pay village hall / rec ground maintenance bills.

The clerk had produced a written report for members, summarising the background and current situation and the required actions, going forwards.

It was noted that the Boughton Monchelsea village hall and recreation ground now operates as a single entity, registered with the Charity Commission when it converted into a Community Interest Company (CIO). Previously the structure consisted of two unincorporated charities. This change now results in the need to simplify the banking arrangements of the charity and the structure and administration of the investment funds (established by the Parish Council many years ago, to assist in financing the maintenance of the hall and recreation ground).

There are currently three investment accounts, managed by CCLA Fund Managers Ltd. Up until now these investment accounts have been administered by the village hall committee.

It was noted that there are currently two charities associated with the village hall and recreation ground :

- Boughton Monchelsea village hall and recreation ground repair fund. Charity number 290872. The Parish Council is sole corporate trustee. There are no individual trustees
- Boughton Monchelsea village hall and recreation ground. Charity number 1188925. This is the management committee charity and there are 6 trustees

Required actions as follows :

- To reflect the position that there is now only one repair fund charity, the three investment accounts need to be merged. Once merged, the name of the fund will need to be changed to 'Boughton Monchelsea village hall and recreation ground fund'. As sole corporate trustee, the Parish Council will be responsible for administering this fund however the capital cannot be spent, only the investment income
- Set up new Parish Council bank account named 'Boughton Monchelsea Parish Council village hall & recreation ground endowment fund', abbreviated to 'BMPC VH & REC ENDOWMENT' to accept income from the merged investment account. This new bank account will be used to pay hall and rec ground maintenance bills only and the PC will be able to recover the VAT on these bills. All payments from the account will need to be authorised by the village hall management committee, in accordance with the Trust Deed rules
- Once the investment accounts have been merged and arrangements have been made for quarterly investment income to transfer directly into the new BMPC VH & REC ENDOWMENT account then the relevant village hall bank accounts can be closed, leaving the committee to administer just its main current account. On closure, all the funds from these village hall accounts will be transferred into the new BMPC VH & REC ENDOWMENT account.

Cllr Ellis proposed that the Parish Council agree to the merger of the village hall repair fund into the recreation ground repair fund, to be renamed 'Boughton Monchelsea village hall and recreation ground fund'. Seconded by Cllr Martin and agreed by all members.

Cllr Ellis proposed that a new bank account be set up by the Parish Council (the corporate trustee) and named 'Boughton Monchelsea Parish Council village hall and recreation ground endowment fund' shortened to 'BMPC VH & REC ENDOWMENT' with all income arising from the investment funds credited to this new bank account. Seconded by Cllr Martin and agreed by all members. **CLERK**

Cllr Ellis proposed that the clerk should advise the CCLA of the above, noting that all future correspondence should be sent to the Parish Council as corporate trustee, including bi-annual CCLA investment statements on 30th September and 31st March of each year. Seconded by Cllr Martin and agreed by all members. **CLERK**

18. Update / discussion items :

18.1 Village hall remodelling update :

Cllr Humphryes gave a progress update on phase 1 of the village hall remodelling project as follows :

- New heating system in the main hall is now operational
- Solar panels and battery storage will hopefully be installed by the end of December. New mounting system has had to be devised due to the existing roof panel construction
- New 3 phase electric meter to be installed by British Gas
- EV charging points will be installed at the end of the remodelling work, after the car park has been resurfaced
- Cavity wall insulation is now complete
- Working with playgroup and bowls club regarding their requirements

18.2 Parkwood Farm reservoir update : Cllr Edmans had produced a report which was circulated to members in advance of the meeting.

The options considered were as follows :

- Decommission the reservoir. Cllr Edmans stated that this was not an option according to Binnies and (probably) the EA
- Pass on undertaker responsibilities to a third party. Cllr Edmans stated that this was very unlikely

It was noted that current Parish Council policy was not to operate the reservoir.

Lengthy discussion followed regarding future operation of the reservoir and liability in the event of a flood situation.

Cllr Ellis suggested that the Parish Council should instruct Binnies to write operating procedures for the reservoir

Post meeting note : Operating procedures found to be already in place and Cllr Edmans is arranging for them to be updated. It should also be noted that operating

procedures require 'reservoir wardens' to be nominated at every Parish Council meeting for the following two month period. For the period 1st Nov 2022 to 10th Jan 2023 nominated wardens are Cllr Edmans and Cllr Redfearn.

Cllr Ellis suggested that the Parish Council should seek a legal opinion, via KALC if possible, on liability issues relating to the reservoir and its operation.

It was agreed that the following members (Cllrs Edmans, Redfearn, Garland, Date and Smith) would form a sub-group and would arrange for reservoir operating procedures to be put in place. Once approved by Binnies these operating procedures would be followed and the Parish Council would resume operating the reservoir. **CLLRS EDMANS, REDFEARN, GARLAND, DATE & SMITH**

Cllr Munford stated that he would try to get a meeting set up with KCC's resilience team. **CLLR MUNFORD**

18.3 North ward update : Cllr Wilde noted that MBC had now replaced the goal post on the Joywood green. Cllr Munford stated that S106 monies were available to spend on play equipment for the Joywood play area. Cllr Wilde to liaise with MBC Cllr Dan Wilkinson. **CLLR WILDE**

It was agreed to bring forward item 18.7

18.7 Play area inspections :

It was noted that as from April 2023 MBC would no longer be carrying out monthly inspections of parish owned play areas. Cllr Munford advised that the Parish Council's insurer, Zurich, currently carries out an annual (paid for) inspection. It was noted that the Parish Council currently receives £424 / year in Parish Services Scheme funding from MBC for basic play area compliance (strategic play areas only). It was noted that this would not cover the cost of engaging an approved play area inspector to carry out monthly inspections. Cllr Date had discussed this at the recent area KALC meeting but no support was forthcoming.

Cllr Munford asked Cllr Redfearn whether he would consider attending a play area inspection course, paid for by the Parish Council, and carry out and record details of monthly inspections of the Church Street play area, from April 2023. Cllr Redfearn kindly agreed to this. Clerk to research and book appropriate training course. **CLERK**

Clerk to send example copies of MBC play area inspection reports to Cllr Redfearn, for information. **CLERK**

Cllrs Edmans, Redfearn and Wilde left the meeting at this point (9.50pm)

18.4 Queen Elizabeth II memorial :

Following discussion, Cllr Munford proposed renaming the recreation ground 'Queen Elizabeth II park'. Seconded by Cllr Jessel and agreed by all members. It was suggested that this be formally declared at the village fete in 2023 and the

Mayor or MP Helen Whately be invited to attend. Cllr Skinner suggested inviting a member of the Royal Family and agreed to pursue this. **CLLR SKINNER**

Cllr Munford proposed that the Jubilee bench on the Fernham Homes development be swapped with the plain bench on the green. Following discussion, it was agreed that the bench on the Fernham Homes site remain in place but a new Queen Elizabeth II memorial bench be purchased for the green. The existing bench would be relocated next to the parish hut and the old, rotten bench near the hut would be disposed of. **CLLR HUMPHRYES / CLERK**

18.5 Highways update – Heath Road safety improvements :

Cllr Munford advised that he and the clerk had met with Kent Highways representatives on 18th October. KCC had agreed to use of the existing ‘wig wag’ lights either side of the Heath Road pedestrian crossing, if volunteers could be found to switch them on and off. In the longer term, and hopefully by Spring 2023 it was agreed that new, programmable wig wag lights be purchased and installed. The cost of this would be in the region of £2,500 and would be funded from the £17,000 SIDs / highway project budget head.

Cllr Munford noted that, due to the presence of below ground services, it would not be economically viable to install a physical kerb build out at the Heath Road / Brishing Lane junction but KCC had agreed to fund road markings / hatching in an effort to encourage drivers to slow down as they turn into Brishing Lane from Heath Road.

18.6 Carols on the green and Christmas tree arrangements : The clerk had organised the Salvation Army band, school and community choirs and PA system and would arrange the refreshments. Village hall provisionally booked in case of bad weather. Cllr Ellis to order Christmas tree, for delivery on Saturday 10th December. Volunteers required at 9am on 10th December to erect the tree and on Monday 12th December at 6.30pm to set up for the event, ready for a 7.30pm start. **ALL CLLRS**

18.7 Play area inspections : covered above

18.8 Furfield Quarry option agreement : Exempt item

19. Health & Safety Issues:

Nothing to report.

20. Deferred Items Schedule:

Nothing to report.

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

Cllr Humphryes stated that he would arrange a noticeboard for the village hall.

Cllr Date advised that the copy date for the next newsletter was 26th November.

ALL CLLRS

The clerk noted that MBC were currently consulting on their design and sustainability development plan document. It was agreed that Cllrs Munford and Smith would respond to the consultation on behalf of the Parish Council.

CLLRS MUNFORD & SMITH

22. Date of Next Meeting:

The next full Parish Council meeting is due to be held on Tuesday 10th January at 7pm in the committee room of the village hall.

There being no further business the meeting closed at 10.15pm

MINUTE 18 (Parish Council meeting 1st November 2022)

SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:

DATE :	ITEM:	ISSUE / ACTION:	POSITION AS AT PARISH COUNCIL MEETING 4th JULY 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). Skinner Trust have now forwarded Merebrook report dated March 2022 but have yet to respond to the previous queries raised (6.9.22)
2.7.19	59 Linton Road	Encroachment	BMAT issue. Review September 2023
3.9.19	11 Harling Close	Encroachment	BMAT issue. Review September 2023
3.9.19	Clerk's salary	Review	Review clerk's salary on an annual basis. Next review due September 2023
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.
6.9.22	Salts Wood	Encroachment	Encroachment (paving slabs etc) on south edge of the wood. Review during Winter 2022