

## BOUGHTON MONCHELSEA PARISH COUNCIL

### Minutes of the Parish Council Meeting held on 3<sup>rd</sup> November 2015 in Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.00pm

#### Present:

Cllrs        S. Munford (Chairman)  
              I. Ellis  
              P. Herrin  
              S. Evans  
              A. Whybrow  
              D. Smith  
              J. Skinner  
              C. Bracking  
              J. Gershon  
              L. Date  
              B. Brown  
              M. Bray

Kent County Councillor, Eric Hotson  
Black & Veatch Reservoir Engineer, Andy Rowland  
20 parishioners  
Locum parish clerk

1. **Apologies:** Apologies were received from Cllrs Clarke and Slater. The Chairman explained that Ms Rumble had resigned as the Parish Clerk. He sought authority to employ a temporary clerk for five hours each week, pending a full time appointment. Proposed by Cllr Munford, seconded by Cllr Ellis and agreed by all members.
2. **Declaration of changes to the Register of Interests / Requests for Dispensations :**  
All Councillors except Cllr Munford (who is not a trustee) declared an interest in respect of matters concerning the Boughton Monchelsea Amenity Trust and Cllr Skinner declared an interest in respect of matters concerning Furfield Quarry.
3. **To receive and sign the minutes of the last Parish Council meeting :**  
The minutes of the Parish Council meeting of 1<sup>st</sup> September 2015 were approved, subject to amendment. Proposed by Cllr Smith, seconded by Cllr Herrin and agreed by all members.
4. **Matters arising from last minutes :**  
Matters arising were dealt with during the meeting as they arose.
5. **Public open quarter :**  
A resident spoke concerning a problem with motorcycles behind Roman Way. Cllr Munford stated that three 'Section 59 Notices had been issued by the police and the problem had since stopped.

Cllr Whybrow reported a problem which a resident was having with leylandii trees to the rear of a property in Green Lane. The Chairman asked Cllr Whybrow to investigate further on behalf of the resident so that, if applicable, enforcement action could be taken by the appropriate authority.

**CLLR WHYBROW**

A resident expressed concern that hedges were not being cut in Beresfords Hill, Bottlescrew Hill and more generally. The Chairman explained that hedges in Beresfords Hill and Bottlescrew Hill would be cut in the next few weeks; hedges which were the responsibility of the Amenity Trust would also be attended to. Kent County Council had surveyed hedges generally and would be requiring landowners to cut them back.

At this stage the Parish Council meeting was adjourned and Cllr Munford presented information concerning the reservoir in Brishing Lane :

The way in which the reservoir worked to alleviate flooding in Quarry Road was explained by reference to slides. Cllr Munford explained that, owing to the need for repairs to be undertaken to the reservoir, a decision needed to be taken as to whether the Parish Council should continue to manage and fund the reservoir. Whilst the Parish Council had no responsibility for the prevention of flooding, it has been instrumental in the development of the reservoir as a community benefit. It was noted that it held 64,000 cubic metres of water and was therefore a 'Class A' reservoir, and as such there were various statutory provisions which had to be complied with. An annual inspection had recently taken place, revealing the need for repair works to be undertaken.

For the last eighteen months, Clls Munford and Herrin had tried to obtain assistance with the management of the reservoir and to obtain funding for it. This had involved meetings with the Member of Parliament, Kent County Council's Paul Carter and the Environment Agency. No help had been obtained to date.

Two options for the reservoir presented themselves at this stage: i) either the Parish Council should pay for the repairs to the reservoir and continue as previously or; ii) it should be decommissioned. The cost of the repairs could not be quantified precisely but was believed to be approximately £15,000 to £40,000, depending upon what was discovered upon further investigation. The cost of decommissioning would be in the order of £10,000 to £15,000.

Mr Rowland advised that, in his opinion, the reservoir scheme had saved properties from severe and prolonged flooding during the winter of 2013/2014.

At this stage the open quarter resumed. Residents had many questions regarding the reservoir and its future and responses were provided by both Councillors and the Parish Council's appointed Reservoir Engineer, Andy Rowland. Discussions were brought to a close after approximately one and a half hours and it was agreed that item 12 should be brought forward on the agenda to allow further discussion between members and then a decision on the future of the reservoir.

The majority of residents left the meeting at the end of the open quarter.

## **12. Parkwood Farm reservoir :**

During the discussions in the open quarter four options for the future of the reservoir were tabled. These were :

1. Parish Council decommission the reservoir
2. Parish Council carry out the necessary repair work and continue to act as undertaker and operator of the reservoir
3. Parish Council decommission the reservoir and put aside a sum of money in the region of £40,000 for the purchase and siting of pumps to be used in the event of future flooding in The Quarries
4. Parish Council carry out the necessary repair work, continue to act as undertaker and offer the facility to Kent County Council to use in the event that it is required in future flood risk situations. As statutory undertaker the Parish Council would need to arrange for the reservoir to be inspected annually (cost of this previously agreed by members). Future maintenance would also be the responsibility of the Parish Council but costs were expected to be minimal.

The four options were discussed again at length by all members and the pros and cons of each considered. Cllr Herrin noted that decommissioning the reservoir would cost the Parish Council a significant amount of money and that decommissioning was just not a reasonable option. Cllr Munford stated that Kent County Council have advised that they will include the reservoir in their emergency plan. In response to a concern by Cllr Evans, Reservoir Engineer, Andy Rowland clarified that the undertaker's responsibility is the safety of the reservoir, not its operation. Cllr Gershon expressed concern that the Parish Council have no access to water flow information but that this would be readily available to KCC in a flood situation. Cllr Date felt that the main issue was cost difference in decommissioning or repairing the reservoir and that the only risk was the Parish Council not being able to operate the reservoir effectively. It was agreed that sole operation of the reservoir should not fall to members of the Parish Council.

Cllr Herrin proposed that the reservoir should be repaired, kept in working order and made available to the relevant authorities (including Kent County Council) to be used as part of a co-ordinated action plan in the event of a potential flood situation. Seconded by Cllr Bray.

Cllr Date amended this by proposing that the Parish Council should repair the reservoir and continue to operate it. Seconded by Cllr Brown. A vote based on this amended proposal was taken with 2 for and 10 against.

A further vote based on Cllr Herrin's original proposal was taken with 9 for, none against and 3 abstaining. Motion carried. The Parish Council will therefore repair the reservoir, keep it in working order and make it available to the relevant authorities (including KCC) to be used as part of a co-ordinated action plan in the event of a potential flood situation.

## **6. Adjourned meeting date – 10<sup>th</sup> November 7pm in the Community Hall :**

It was agreed that a further meeting on 10<sup>th</sup> November would no longer be required.

7. **Police Report :**  
No Police report had been received.
8. **Community Warden Report :**  
No Community Warden report had been received.
9. **Clerk's report**  
No clerk's report had been provided.

10. **Finance Report:**

10.1 To make payments as detailed below :

Cheque	Gross	VAT	Net	Supplier	Details
003182	£386.77	Nil	£386.77	South East Water	Water bill - allots
003183	£1,550.00	Nil	£1,550.00	St Peters Church	Grant
003184	£258.86	Nil	£258.86	Michelle Rumble	Clerk's salary
003185	£64.80	£10.80	£54.00	RIP	Dog bin emptying
Total	£2,260.43	£10.80	£2,249.63		

The above payments were agreed and cheques signed by members.

10.2 Budget monitoring as bank balances below :

Bank Balances as at 3/11/15	
Current account	£96,938.79
Business reserve	£424.33
National savings	£295.72
<b>TOTAL</b>	<b>£97,658.84</b>

The above financial statement was accepted by members.

11. **Correspondence:**

- 11.1 Harling Close hedge / tree cutting : Cllr Munford advised that complaints had been received from residents regarding overgrown hedges and tall trees on land owned by BMAT. Arrangements had now been made to cut back hedges and trees to suit. Cllr Munford added that hedge and vegetation cutting was also being carried out in Joywood / Brishing Lane, in Walk Meadow and along Beresfords Hill footpath.
- 11.2 St Peters Church churchyard extension : It was noted that the church had requested a part payment of the total £4000 grant monies previously agreed. A payment of £1550 had been made as detailed in item 10.1 above
- 11.3 Church Street play area : Cllr Munford noted that a childminder had been in touch regarding a child who had hurt her heel on one of the metal gates into the play area. Cllr Munford to contact MBC to get the gates checked to make sure they are opening and closing safely and effectively.

**CLLR MUNFORD**

Cllr Brown queried the wording of the play area safety signage. It was noted that advice on wording had been sought prior to ordering the signs however Cllr Brown agreed to look into this further.

**CLLR BROWN**

- 13. Carols on the Green :** Cllrs Whybrow and Date agreed to make the necessary arrangements for this year's event in the absence of a Parish Clerk. The date this year was advised as Monday 14<sup>th</sup> December at 7.30pm. Cllr Ellis agreed to organise the Christmas tree for the green, for delivery on the morning of Saturday 5<sup>th</sup> December. Helpers required for erection at 9am.

- 14. Service of Remembrance :** Cllr Whybrow agreed to attend the remembrance day service and lay the poppy wreath on behalf of the Parish Council.

- 15. Fridays Lane, Green Lane :** Cllr Munford noted that Maidstone Borough Council do not wish to see a dense site and want a gap between the development and The Quarries. Cllr Smith proposed that the Parish Council seek a professional opinion on the potential development with regard to housing numbers. Seconded by Cllr Gershon and agreed by all members. It was agreed that Cllr Smith should be given delegated powers to progress this.

**CLLR SMITH**

- 16. Planning Report :**

Cllr Smith noted that a planning application had been received for commercial premises (pub etc) on the Langley Park site. A planning meeting would be required to discuss and agree a response to this.

**CLLR SMITH**

- 17. Representatives Reports :**

17.1 KALC: Cllr Ellis had nothing to report.

17.2 Allotments : Cllr Munford noted that allotment rents were still outstanding from several plot holders but stated that he would liaise with Cllr Bracking regarding this. Cllr Bracking advised that the tree cutting work to the allotment site would actually cost £300 and that the previously agreed £250 would not cover this. It was agreed by all members that the sum previously agreed should be increased to £300.

17.3 Village Hall & Recreation Ground : Cllr Gershon advised that the Chair had recently moved out of the village and Vice Chair, Terry Tuck was currently standing in. The village hall and recreation ground committee were currently developing a business plan and were keen for the Parish Council's assistance with this. The committee had queried the Parish Council's role in the management of the play area. Cllr Ellis clarified that, as a key risk area, the Parish Council had taken over responsibility for maintenance of the area a number of years ago. Insurance remained the responsibility of the committee however. Monthly inspections of the area were carried out by MBC with an annual inspection by insurer, Zurich.

17.4 Neighbourhood Watch : Cllr Williams was not present at the meeting. Cllr Munford noted that the group were still without a leader.

17.5 PACT : Cllr Date had nothing to report.

17.6 Bus group : Cllr Whybrow had nothing to report.

17.7 Neighbourhood Plan : Cllr Smith handed out a progress report to members and noted that NHP consultant, Clare Wright, had submitted an invoice recently for her work to date.

Cllr Smith noted that the Parish Council had been pushing for the access to and from the proposed new housing development at the junction of Church Street and Heath Road to be from Heath Road and not Church Street. He added that Kent County Council appear to be in agreement with this.

**18. Items for Discussion:**

18.1 North ward update : Nothing to report

18.2 Parish Council website update : Nothing to report

18.3 Church Street phone box public access defibrillator : The locum clerk explained that the phone box had already been adopted by a charity, the Community Heartbeat Foundation. This charity promotes use of redundant phone boxes as sites for public access defibrillators and the clerk and Cllr Munford had met with their representative earlier in the year to discuss the options. The charity can provide a fully managed solution where the Parish Council would provide the funds for the scheme with the charity organising and carrying out the necessary installation work. A quote for this had been requested and an update would be provided in due course. It was noted that the Parish Council had already agreed a sum of £4020 for this project.  
**CLERK**

18.4 Honour board : Cllr Brown requested delegated powers to purchase an honour board for the village hall, up to the value of £500. The purpose of the board would be to honour recipients of the Parishioner of the Year award. Agreed by all members.  
**CLLR BROWN**

Cllr Brown suggested that a second board naming Parish Council Chairmen would be a good way of keeping history alive and honouring those who had served on the Council. Cllr Brown added that records on Chairmen could be traced back to 1884. Cllr Ellis had served as Parish Council Chair himself for many years and felt that honouring Chairmen only would be a disservice to the many Councillors who had served over the years. It was agreed that a board naming all Councillors from years gone by would be impractical. Cllr Brown proposed that he be given delegated powers to purchase an honour board naming Parish Council Chairmen only, up to the value of £500. Cllr Munford declared an interest and did not vote. A vote was taken amongst other members with 8 for and 2 abstentions. Motion carried.

**CLLR BROWN**

18.5 Renovation of parish hut door : Cllr Munford advised that this work would be carried out in the new year.

18.6 Renovation of finger post in Old Tree Lane : Cllr Ellis advised that Derek Edwards would be carrying out this work.

18.7 BMPC response to the Local Plan Sec 18 : Cllr Smith advised that responses are available to view online on the MBC website. Cllr Smith thanked Cllr Munford for his hard work on this.

**19. Deferred items schedule :**

19.1 Nothing to report

**20. Any Other Business**

20.1 Cllrs Whybrow and Bray had both been approached by parishioners who were interested in becoming Parish Councillors. Locum clerk to send out information to both. **CLERK**

20.2 Cllr Bracking advised that an open allotment day was planned for 2016.

20.3 Cllr Bray noted that the steps to Beresfords Hill footpath had been well repaired by Kent County Council.

20.4 Cllr Herrin advised of forthcoming flood warden training.

20.5 Cllr Munford advised of forthcoming planning training, provided by MBC for Parish Councils.

**21. Date of Next Meeting:**

The next Parish Council meeting will be held on Tuesday 12<sup>th</sup> January 2016. There being no further business the meeting closed at 10.20pm.

## MINUTE 15 (Parish Council meeting 3 November 2015)

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

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 3 November 2015
16.1.07	Furfield Quarry	Methane monitoring	Update reports obtained & passed to Cllr Fuller / meeting of Custodian Trustees. Need to write to planning authority asking whether methane is being monitored (4.3.08, 6.5.08, 15.7.08). Up to date report received. Ensure reports requested annually (2.9.08). Clerk to request latest report (6/7/11, 6/9/11). Latest report requested. Page & Wells to set up meeting with relevant parties to discuss (1/11/11). Meeting took place 9/12/11. Next meeting due December 2012. Clerk to request financial information from MBC (3/7/12). Correspondence received 23/7/12. Cllr Ellis to arrange further meeting with relevant parties (4/9/12, 6/11/12). Clerk to arrange further meeting (8/1/13). Meeting with MBC arranged for 17 <sup>th</sup> June. Cllrs Ellis and Evans to attend (7/5/13). Further meeting to be arranged (2/7/13). Meeting arranged for 5 <sup>th</sup> September. Cllrs Ellis and Evans to attend (3.9.13). Cllr Ellis and Evans attended meeting on 5 <sup>th</sup> Sept (5.11.13). Clerk to arrange further meeting (6/5/14, 1/7/14). Contacted MBC's Duncan Haynes 12/8/14 to arrange meeting. My Haynes has advised that he will be meeting with the consultant who manages the methane monitoring system on site in September and will arrange a meeting following this (2/9/14). Meeting with Duncan Haynes arranged for Weds 10 <sup>th</sup> Dec at 10am. Cllrs Ellis and Evans to attend (4/11/14). Cllrs Ellis and Evans attended meeting on 10 <sup>th</sup> Dec. Borough Council officer, Duncan Haynes is now arranging an annual meeting between MBC, the Parish Council and trustees of the Skinner Trust. Awaiting confirmation of date (13/1/15, 3/3/15, 5/5/15)