

**BOUGHTON MONCHELSEA PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on 9<sup>th</sup> March 2009**  
**In Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.30pm**

**Present:** Cllrs R. Fuller (Chairman)  
I. Ellis  
N. Mitchell  
P. Herrin  
G. Mumford  
S. Witherington  
S. Munford  
M. Bray  
W. Clarke  
R. Puttock

Cllr Mike Fitzgerald  
Cllr Eric Hotson  
Parish Clerk  
Liz Lovatt (KCC Community Warden)  
Victoria Lawson

**1. Apologies:**

Apologies were received from Cllr Filmer (holiday), Cllr Smith (work), Cllr Thompson (holiday) and Cllr Oliver. Cllr Tony Boden was not present but confirmed his resignation from the Parish Council earlier in the day.

**2. Notification of late items for inclusion in the agenda:**

It was agreed that the receipt of an invoice from Gill Turner Tucker for legal work associated with land at Brishing Lane should be included as late agenda item 10.3

**3. Exempt Items (Standing Order 61):**

It was agreed that agenda item 12.1 should be an exempt item

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

PCSO Laura Shave was not present but provided crime figures from 6/1/09 to 9/3/09 as follows :

Ten incidents of theft (a tree, milk, a fixture, a trailer, power tools x2, number plates, a sat nav, a handbag, some toys)

Five incidents of criminal damage (car windows smashed x2, damaged car bumper, a scratched car, damaged fencing)

One incident of arson (a vehicle was burnt out)

KCC Rural Warden Liz Lovatt spoke regarding fly tipping. She stated that the KCC fly tipping enforcement team have identified a person responsible for recent fly tipping and the offender has returned to clear up his rubbish and has also received a caution.

Liz Lovatt stated that Tovil tip will now raise the barrier for over height vehicles to dispose of residential household waste.

A number of complaints have been received regarding vehicles obstructing pavements in Haste Hill Road and Green Lane. Complaints have also been received recently regarding dog fouling in Church Street.

Cllr Witherington asked Liz Lovatt about an incident regarding criminal damage to a property in Boughton Court. Liz Lovatt was unaware of this particular incident. Cllr Witherington to provide details  
**CLLR WITHERINGTON**

Cllr Munford commented on the excellent job that Liz Lovatt is doing in the parish.

**5. Open Quarter:**

Cllr Fitzgerald commented on the success of the recent emergency planning meeting.

Cllr Fitzgerald stated that a number of residents within the parish are intending to form a petition asking for urgent repairs to the many potholes on the parish roads.

Cllr Hotson stated that an additional £5million is being spent on potholes and emergency works by Kent Highways. Cllr Hotson asked whether there were any outstanding highway issues as the latest parish report indicates that all issues are resolved. Cllr Herrin explained that there are outstanding items, for example the chevron sign to be erected at the bottom of Beresfords Hill. Clerk to advise Cllr Hotson of all outstanding items  
**CLERK**

Cllr Hotson reminded the clerk to formally apply for funding for specific items from his devolved budget for 2009/10 so that money can be set aside. Possible items are the refurbishment of the basketball court in the recreation ground and money towards the production of the Parish Plan  
**CLERK**

Cllr Fuller requested further information on the following proposed schemes : roundabout at Linton crossroads, Heath Road 20mph zone, Marlpit bus stop improvements. Cllr Hotson to provide an update on whether funding has been achieved for these schemes  
**CLLR HOTSON**

It was agreed that a further letter should be sent to Kent Highways requesting that the speed limit on Heath Road be reduced  
**CLERK**

**6. Declarations of Interests:**

A personal interest was declared by Cllr Fuller in agenda item 14.14.

**7. Minutes of the last meeting:**

The minutes of the meeting held on 6 January 2009 were agreed as correct.

**8.. Clerk's Report:**

The contents of the Clerk's Report were noted.

Cllr Ellis advised that he had visited the Stockett Lane doctors surgery with Cllr Filmer to discuss the possibility of linking appointment times for Boughton Monchelsea residents with the proposed minibus operating times. He stated that the surgery were keen to implement this. He also advised that the church minibus will be made available and that Cllr Filmer is currently dealing with the arrangements.

**CLLR FILMER**

9. **Matters arising from minutes not included in agenda**

No matters arising

10. **Finance Report:**

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

Parish Clerk	Clerk's expenses (stamps & printing)	49.61
Gill Turner Tucker	Amenity Trust legal fees	452.50
Swale Plant Hire	Mini digger hire	287.50
Maidstone Borough Council	Planning fee (Beresford's Hill footpath)	85.00
Village Hall Committee	Hall hire	16.00
Maidstone Citadel Band	Donation to Salvation Army	275.00
RIP Cleaning Services	Dog bin emptying / December	47.61
B & A Ralph	Christmas tree	54.00
Wrights Fencing	Fencing work adjacent to woodyard	225.00
Maidstone Borough Council	New playground equipment	1569.80
Public Works Loan Board	Repayment	4.74
RIP Cleaning Services	Dog bin emptying / January	47.61
Parish Clerk	Clerk's salary & expenses	1781.05
Village Hall Committee	Hall hire	24.00
Supplies Team	Printer cartridges	99.12

**Receipts:**

Cash	'Upon The Quarry Hills' book sales	10.00
Cheque	Boughton Monchelsea village hall committee – payment for table trolley	224.94
Cash & Cheques	Allotment rent	197.00
Cheques	Allotment rent	39.00

**Balances as at 2 March 2009:**

Current Account	4596.15
Business Reserve	16411.82
National Savings	51874.02
<b>Total Financial Assets</b>	<b>72881.99</b>

The statement was agreed as a true record.

10.1 Invitation to join 'Action with Communities in Rural Kent' : It was agreed to subscribe to this organisation **CLERK**

10.2 Invoice for village hall essential health and safety work : It was agreed to pay 50% of the Southern Glass invoice as previously agreed **CLERK**

- 10.3 It was agreed that the Parish Council should pay the recent invoice from Gill Turner Tucker for legal work associated with land off Brishing Lane **CLERK**
- 10.4 Cllr Ellis asked whether the funding for the new playground equipment had been received. The clerk confirmed that it had.
- 10.5 It was agreed that MBC should be contacted regarding the missing / damaged play equipment in the Boughton Court play area **CLERK**
- 10.6 It was agreed that an estimate should be obtained for goal posts for the Boughton Court playing field. Proposed by Cllr Ellis, seconded by Cllr Fuller **CLERK**
- 10.7 It was agreed that £10,000 should be transferred from the Parish Council reserve account to the Parish Council main account to allow recent large invoices to be paid prior to the end of the financial year. Proposed by Cllr Ellis, seconded by Cllr Bray, agreed by all **CLERK**

**11. Correspondence:**

- 11.1 MBC – The Quarries and Cock Street conservation area appraisals : Cllr Munford explained that he had submitted an individual response on the conservation area appraisal for The Quarries. It was agreed that Cllr Munford should take this forward on behalf of the Parish Council and that enquiries should be made regarding the area to the south of the conservation area **CLLR MUNFORD**
- 11.2 Action with Communities in Rural Kent – Rural Community Retailer of 2009 : Noted.
- 11.3 Action with Communities in Rural Kent – Kent Village of the Year 2009 : It was agreed not to take part in this competition
- 11.4 Maidstone Carers Project – Trusted Trades Register : Noted

**12. Planning Report:**

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

		<b>MBC notified</b>
MA/08/2324	Cliff House, Cliff Hill, Boughton Monchelsea Applicant : Mr Phillips Listed building consent for re-rendering of chimney and rag stone wall and extension of tiling over new render <b>DECISION</b> : No comment / objection	28/1/09
MA/09/0088	16 Church Street, Boughton Monchelsea Applicants : Ms Warboys & Mr Cousins Erection of two storey side extension <b>DECISION</b> : No comment / objection	8/2/09
MA/09/0039	Gentian, Heath Road, Boughton Monchelsea Applicant : Mr Tombs Change of use from kennel outbuilding to self contained residential annex and internal and alterations to be used	8/2/09

in connection with Gentian

**DECISION** : Refuse on the following grounds :

1. The proposed development will be very cramped with little or no amenity space around the property to benefit the development.
2. The amount of natural light to the ground floor of the proposed dwelling will be limited due to the size of windows and the existing conifers to the west in the adjoining industrial unit to the detriment of the health and environment of any occupant of the new dwelling.
3. The development would harm the character and appearance of the area and the amenities of the surrounding occupiers, contrary to Policy ENV28 of the Maidstone Borough Wide Local Plan.
4. There is little evidence of an existing 'road' which if it was such appears to have long been abandoned. An additional vehicular access now would harm the amenities of the occupants of the adjoining property 'Heathcot' with additional noise and disturbance contrary to policy H19 of the Maidstone Borough Wide Local Plan.
5. The access will be by a very long and narrow drive to the side of Gentian to the detriment of its amenities and does not appear to be of an adequate standard for residential use.
6. The side entrance to Gentian is directly off the access which will be a hazard to drivers using the access and the occupants of Gentian.

MA/09/0070	Unit 8, Equilibrium, Bircholt Road Applicant : Mr McCarthy Additional A1 use for renewable energy showroom <b>DECISION</b> : No objection / comment	24/2/09
MA/09/0071	Unit 8, Equilibrium, Bircholt Road Applicant : Mr McCarthy Erection of a non-illuminated fascia sign to the north elevation <b>DECISION</b> : No objection / comment	24/2/09
MA/09/0072	Unit 8, Equilibrium, Bircholt Road Applicant : Mr McCarthy Provision of a mezzanine floor to create two offices, a store room and goods store area. Insertion of a ground floor door and first floor window to the east elevation. Installation of an air conditioning unit and Air Source Heat Pump to the east elevation. Installation of two solar panels in the north facing roof slope and 2 no. first floor windows and 1 no. ground floor window into the north facing elevation.	24/2/09

**DECISION** : No objection / comment  
MA/09/0283 Unit 4, Cuxton Road Industries, Cuxton Road  
Applicant : Mr Harrison  
Change of use from B1 light industrial to B1/B2 MOT testing

**Items dealt with under delegated authority:**

None

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

MA/08/2179 8 Cock Cottages, Green Lane, Boughton Monchelsea  
Erection of a part two storey and part single storey rear extension (re-submission of MA/08/1023).

MA/08/2224 Wierton Cottage, Wierton Hill, Boughton Monchelsea  
An application for listed building consent for changes to the internal layout, ceiling insulation and external flat roof repairs.

MA/08/2307 Brishing Court Barn, Brishing Lane, Boughton Monchelsea  
Listed building consent for the replacement of entrance doors and new fire exit door.

MA/08/2324 Cliff House, Cliff Hill, Boughton Monchelsea  
Listed building consent for re-rendering of chimney and rag stone wall and extension of tiling over new render.

MA/08/2385 54 The Quarries, Boughton Monchelsea  
Erection of a first floor extension.

MA/08/2186 Cornwallis Academy, Hubbards Lane, Maidstone  
Demolition of existing school buildings and erection of new academy

**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:**

None

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

None

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

None

12.1 Update of current enforcement cases : Noted

**13. Representatives' Reports:**

13.1 KALC : Cllr Ellis had nothing to report

13.2. Allotments :

13.2.1 Sheds / Polytunnels : It was agreed that sheds and polytunnels were allowable but that concrete foundations were not.

13.3 Village Hall & Recreation Ground :

13.3.1 Delay to proposed increase in hall hire costs : Noted

13.3.2 Cllr Bray stated that one quote had been received for refurbishment work to the basketball court in the recreation ground. He also stated that the new doors had been fitted to the village hall.

13.4 Neighbourhood Watch :

Cllr Mitchell stated that John Marsh will be standing down as chairman. It was agreed that John should be presented with a gift from the Parish Council as a thank you for his hard work. This should be presented to John at the Annual Parish Meeting in May

**CLERK**

13.5 S&W Maidstone Traffic Management Partnership (TRAMP) :

Cllr Munford stated that with construction of the new Cornwallis school, the plan is to double the number of students cycling to school. Cllr Munford explained that he has been asked to look into the issue of cycle path routes in the parish

**CLLR MUNFORD**

13.6 Local Board : Nothing to report.

#### 14. **Items for Discussion:**

14.1 Parish Plan – presentation by Victoria Lawson from ‘Action with Communities in Rural Kent’ : Cllr Fuller introduced Victoria Lawson and invited her to join the meeting. Victoria gave a brief presentation on the parish plan process and explained that she would be attending the first parish plan steering group meeting on 31<sup>st</sup> March.

Cllr Munford questioned whether the Parish Council should be doing a Village Design Statement alongside the Parish Plan. No decision on this was made.

Cllr Fuller suggested that a Parish Plan presentation could be given at the Annual Parish Meeting in May. Agreed by all councillors.

**CLLR FULLER**

It was agreed that the Parish Plan meeting should be advertised in the Kent Messenger newspaper with a view to attracting further volunteers from the parish. Clerk to advise KM correspondent accordingly.

**CLERK**

14.2 Annual Parish Meeting 19/5/09 : It was agreed that the theme of the meeting would be the Parish (or Community) Plan. Victoria Lawson’s ‘3 post it notes’ idea could be used at the meeting to get parishioners thinking about what they would like to see happen as a result of the Parish Plan. Clerk to purchase three colours of post it notes

**CLERK**

It was agreed to ask Beryl Bush if she will do the catering for the Annual Parish Meeting as in previous years  
**CLERK**

- 14.3 Flooding – The Quarries : Cllr Fuller tabled a marked up drawing showing the potential volume of flood storage that could be achieved by carrying out earth moving works. Cllr Fuller explained that by installing a penstock, the water level in the pond could be lowered in a controlled manner to give additional flood storage. Cllr Ellis stated that the landowner is currently erecting polytunnels to extend the growing season and that he may not be open to the idea of the water level being reduced as he would need the water over a longer period. Cllr Ellis also stated that the Parish Council would need to check that it was allowable to spend funds on this and that a cost / benefit analysis would also be required. Cllr Fuller agreed to carry out this work.  
**CLLR FULLER**

It was agreed that a letter should be sent to residents explaining what the Parish Council has done and is doing regarding the flooding issue. Much discussion ensued and it was agreed that a letter would be appropriate but that this should be sent at a later date once further work had been done by Cllr Fuller. Proposed by Cllr Fuller, seconded by Cllr Bray. Cllr Munford requested that the clerk forward him a copy of the previous letter that was sent to residents  
**CLLR FULLER / CLERK**

- 14.4 Affordable local needs housing : Cllr Fuller suggested that Alison Thompson from English Rural Housing be invited to speak at the next Parish Council meeting. Clerk to chase Richard Hall from Action with Communities in Rural Kent for housing needs survey.  
**CLERK**

- 14.5 Highways liaison meeting : The clerk advised that the new Highways liaison officer, Laraine Barry had asked whether the Parish Council would like a meeting to be convened to discuss issues affecting the parish. Councillors were in agreement that a meeting should be arranged by the clerk.  
**CLERK**

- 14.6 Tree planting at Boughton Court : Cllr Fuller advised that a tree had been allocated but this was no longer required as MBC had already planted trees in this location

- 14.7 Goal posts at Boughton Court : Covered in item 10.6 above

- 14.8 St George's Day parade and fair : Noted

- 14.9 Occasional use of parish office by Scout group executive committee : Agreed

- 14.10 Scout waste paper bins : It was stated that the village hall committee had said no to the installation of scouts waste paper bins in the village hall car park due to potential problems with fire, noise etc. It was agreed that Cllr Bray should bring this subject up again at the next village hall committee meeting in an effort to gain agreement.  
**CLLR BRAY**

14.11 Well restoration : It was agreed that delegated powers should be given to Cllr Bray and Cllr Munford to get the well restored at a cost of up to £1500 (not including VAT). Proposed by Cllr Ellis, seconded by Cllr Fuller, agreed by all.

**CLLR BRAY / CLLR MUNFORD**

14.12 Beresfords Hill footpath : Cllr Fuller confirmed that a planning application had now been submitted.

14.13 Advertising for local businesses in newsletter and signage : It was agreed that Cllr Ellis would look into the idea of erecting signs on Heath Road pointing to the post office, village hall and possibly the butchers and hairdressers **CLLR ELLIS**

14.14 Adoption and transfer at Boughton Court : Cllr Fuller to pursue

**CLLR FULLER**

14.15 Chevron & weight limit signs for Beresfords Hill : Covered in item 5 above

14.16 Youth Council : Clerk to chase Liz Lovatt

**CLERK**

14.17 Brishing Lane gateway : Cllr Fuller tabled a drawing showing the proposed location and design for the gateway. Cllr Ellis to pursue with Barratts **CLLR ELLIS**

14.18 Brishing Lane footpath : Cllr Fuller to pursue

**CLLR FULLER**

14.19 The Green – replacement tree for circular set : clerk to pursue

**CLERK**

14.20 Tree survey in view of applying for tree preservation orders : Cllr Munford to pursue. In addition, it was agreed that an article should be included in the next newsletter asking residents to nominate trees they would like to see preserved within the parish **CLLR MUNFORD**

14.21 Involvement of MBC conservation and environment team in planning applications : It was agreed that reference should be made to the conservation team for any future planning applications falling within the curtilage of a listed building

**CLERK / CLLR BRAY**

14.22 Development of local planning rules to include ragstone walls and other unprotected features within the parish : It was agreed to defer this item until the next Parish Council meeting.

14.23 Emergency planning Community Area Group – update on meeting of 9/2/09 : Cllr Munford confirmed that he had attended the meeting and that the borough council should be compiling a list of resources for use by Parish Councils

**15. Deferred Items Schedule:**

15.1 Cllr Bray to contact KITS regarding work to Quarry Wood footpath

**CLLR BRAY**

**16. Any other Business:**

16.1 Cllr Mitchell commended the 'Keep Wierton Wonderful' group for the good work they are doing

16.2 Cllr Munford stated that he had been invited to join the Loose Valley Conservation Society. It was agreed that Cllr Munford should join on behalf of the Parish Council.

**CLLR MUNFORD**

16.3 Cllr Bray requested that as many councillors as possible attend the planning meetings in future.

17. **Date of Next Meeting:**

The next meeting will be held on Tuesday 5<sup>th</sup> May 2009. There being no further business, the meeting was closed at 10.30 pm.

**MINUTE 15** (Parish Council meeting 6May 2008)

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

<b>BMPC DATE:</b>	<b>ITEM:</b>	<b>ACTION:</b>	<b>POSITION AS OF PARISH COUNCIL MEETING 4 September 2007</b>
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)
13.5.03	Wierton Place	Untidy Site Notice	With MBC’s Enforcement Team. Meeting requested with MBC’s Conservation Officer. Response discussed mtg 5.9.06. Update report received from MBC (6.3.07)
4.6.98	Ld at Boughton Court	Transfer from MBC to BMAT / adoption of infrastructure	MBC awaiting transfer of open space from developer. Re-confirmed by letter 29.7.04 from MBC. Mtg with Wimpey’s 4.10.06. Letter awaited. Wimpey’s being chased for a response. Change in personnel. Southern Water now looking favourable on adoption of foul sewer as laid (15.1.08). Cllr Fuller reported that he had spoken to Paul Bending and that a meeting would be taking place (6.5.08). Sewers now adopted and commuted sum of £7K deposited with Southern Water (4.11.08)
11.5.04	Footway; Beresfords Hill	East side: (‘Beresfords’ land).	Meeting held with Mr Gill 24 November 2004. Kent Highways Manager in attendance. Meeting BMPC 3.5.05 agreed to request KCC PROW to promote a Public Path Creation Order under Sec 26, Highways Act 1980 instead of a CPO through MBC. BMPC agree to bear all costs and any compensation. BMPC further agree to make offer through KCC PROW to cut hedge in perpetuity – District Valuer instructed to act. Concurrent functions bid for funds granted 2005/6 (£7.5K) subject to Order being confirmed. BMPC re-confirmed agreement to meet all costs of Order 1.11.05. Public consultation concludes 23.1.06. With KCC’s Regulation Committee for decision to proceed with Order. Request Cllr Hotson to chase KCC (2.5.06). Consultation mtg required by KCC PROW to be arranged with landowner. (4.7.06) & (5.9.06). Mtg 25.10.06. Fencing issues & approval to prepare scheme plans (7.11.06). Fencing issues referred to MBC planners 16.1.07). Planners response considered. Agreed consulting engineers to be instructed to draw up scheme for submission for planning approval after consultation with the landowner. (6.3.07). Plans considered at mtg 3.7.07. Referred to KCC for comments before mtg arranged with landowner & KCC. Confirmed further request from KCC that BMPC will defray all costs – agreed subject

			to KCC advising its costs. Future hedge cutting arrangements to be discussed with contractor (4.9.07). A meeting took place in February 08. Mr Gill has requested further details (4.3.08). Still with Mr Gill's solicitors (2.9.08). Cllr Fuller to submit planning application (6.1.09). Planning application submitted (9.3.09)
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)
6.11.07	Quarry Wood footpath (BMAT)	Cutting footpath through wood	Explorer scouts to cut path under supervision of their leader Andy Wright (Cllr Bray) (4.9.07). No explorer scouts locally anymore. Cllr Bray will pursue this with Andy Wright <u>once</u> more, if not, will have to get a quote for this work (4.3.08, 6.5.08). Clerk to pursue with KITS (2.9.08). Clerk to pursue with KITS (6.1.09). Cllr Bray to pursue with KITS (9.3.09)
6.1.09	Footpath link from Furfield Park to Pested Bars	Wimpey to provide	Letter received from Wimpey 4.12.08 agreeing to construct footpath link once they have obtained approval from Kent Highways (6.1.09)