

BOUGHTON MONCHELSEA PARISH COUNCIL

Minutes of the Parish Council Meeting held on 2nd September 2014 in Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.00pm

Present:

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

Parish Clerk
KCC Warden, Liz Lovatt
PCSO Ryan Waring
1 north ward parishioner

1. **Apologies:** Apologies were received from Cllrs Brown, Clarke and Williams
2. **Notification of late items for inclusion on the agenda**
The following late items were agreed :
14.6 Storage of village fete equipment in parish hut
3. **Standing Order 61: To decide whether the public and press should be excluded from the meeting for any item.**
No excluded items. It was agreed that item 11.1 should be put back on the agenda to after item 14.1 as both involved financial decisions
4. **Reports from Maidstone Police / PCSO and KCC Rural Community Warden**
PCSO Ryan Waring had provided bi-monthly crime figures in advance of the meeting as follows :
 - 3 crime reports, comprising one incident of theft, one incident of criminal damage and one incident of person in charge of a dog dangerously out of control
 - 4 incidents of anti-social behaviour, three vehicle related and one noise related

It was noted that the majority of the above had occurred in south ward with one vehicle related anti-social behaviour incident in north ward.

For the same period last year there had been 7 crime reports and 8 cases of anti-social behaviour.

Cllr Slater advised that she had observed a number of dangerous driving incidents on Brishing Lane and Brishing Road, late at night. Drivers were seen racing and doing handbrake turns. This was happening at least once a week, usually around midnight and probably the same vehicles each time. PCSO Ryan Waring stated that he would report this but advised that future incidents should be reported to the Police at the time of occurrence.

KCC Warden, Liz Lovatt reported as follows :

- Flytipping on public right of way KM115, reported to KCC
- Telephone scam making claims to be from 'Funding Central'
- Trading standards alert regarding 'air to air heating'
- Free money advice forum in Marden on 25th September

Cllr Date advised that increased signage was required for footpath KM108 at the Haste Hill Road end as people are mistakenly walking down driveways in an effort to find the correct pathway.

5. **Open Quarter:** One resident was in attendance at the meeting but did not arrive until after the open quarter
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 / 7 : Cllr Munford advised that a Local Plan workshop would be taking place on 17th September, hosted by Design South East on behalf of MBC. Cllrs Gershon and Ellis would be attending on behalf of the Parish Council. In addition, a meeting with MBC would be taking place on 24th October. Cllr Munford advised that a cabinet member would be attending. It was agreed that Cllrs Smith, Ellis, Evans and Munford should attend this meeting and also Clare Wright if available. Clerk to forward details accordingly. **CLERK**

Item 7 / 9 / 11.2 : It was agreed that a further meeting with the local landowner was not required.

Item 7 / 9 / 14.3 : Cllr Whybrow advised that she was obtaining copies of the original village hall photos, for display in the hall.

Item 7 / 13.3 : As agreed at the last meeting, Cllr Munford to arrange purchase of secure cabinet for the parish office, for storage of radios and other items. **CLLR MUNFORD**

Item 7 / 14.4 : Cllr Evans advised that she had taken over the role of litter pick coordinator and the next litter pick would take place on 4th October

8. **Minutes of the meetings held on 1st July 2014:**

The minutes of the meeting held on 1st July 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 and Cllr Munford advised further as follows :

Langley Park : Cllr Munford thanked Cllrs Bray and Brown for their work in coming up with WWI street names for the Langley Park development.

Furfield Park : Cllr Munford gave an overview of the discussions that had taken place at the meeting with the management company on 15th August. He added that the Parish Council would help facilitate a further meeting between residents, OM and Taylor Wimpey but it would be for residents to take minutes and follow up any actions arising. Cllr Munford asked for north ward members, Cllrs Williams and Slater, to attend this meeting if possible.

CLERK / CLLR MUNFORD / CLLR WILLIAMS / CLLR SLATER

It was noted that South East Water had written to the Parish Council advising of a problem with the water fittings at the allotments. This had now been rectified and inspected as compliant by South East Water.

Correspondence had been received from St Peters Church regarding plans to relocate some grave stones to the edge of the churchyard to enable grounds maintenance work to be carried out more easily. The comments deadline for this had now passed however Rev Davis had advised that any comments made to him regarding individual gravestones would be accommodated

The Parish Council had met with KCC's footpaths officer in June regarding the poor condition of public right of way KM109 (The Quarries to Brishing Lane). Little action appeared to have been taken by KCC since then therefore the Parish Council had contacted County Councillor, Eric Hotson, requesting action.

Post meeting note : KCC advised on 3rd September that the work was out to tender with three contractors and that once quotes had been received a decision regarding funding would be made.

It was noted that Cllr Bray had attended a KCC Flood Warden training event on 12th July.

The clerk noted that VFast had now fixed the internet connection to the village hall

A resident had contacted the Parish Council to report fly tipping on land at Furfield Quarry. This had been forwarded to Taylor Wimpey to action.

The clerk noted that a play area pre-start meeting would be taking place on 4th September and that work would start on site the following week. The school, playgroup and village hall committee had all been informed of the work.

10. Finance Report:

Payments since last meeting (incl VAT) :

Supplies Team	Printer cartridges	113.57
KCC	Stationery	14.94
EDF Energy	Electricity to parish hut	34.00
Parish Clerk	Expenses – stamps, agenda printing, mileage	134.60
RIP Cleaning Services	Dog bin emptying / June	47.52
Xpress Signs	Timeline banner for village fete	187.20
Community Spirit Partnership	NHP Consultants fees	2795.00
Stuart Todd Associates	NHP Consultants fees (housing issues)	1200.00
Zurich Insurance plc	BMAT annual insurance premium	865.92
RIP Cleaning Services	Dog bin emptying / July	59.40
Village hall committee	Hall hire	39.00
Zurich Municipal	Parish Council annual insurance premium	1336.50
Parish Clerk	Clerk's salary and expenses	1643.99
C. Bracking	Allotment expenses (from grant)	65.77

Receipts:

MBC	Bellwin claim – consultants fees	3360.00
Village fete attendees	'Upon the Quarry Hills' book sales / green bag sales	21.00

Balances as at 27th August 2014 :

Current Account	81,336.71
Business Reserve	424.07
National Savings	293.52
Total Financial Assets	82,054.30

The above financial statement was accepted by members.

11. Correspondence:

11.1 St Peters Church - churchyard extension : Discussed following agenda item 14.1

11.2 Rifgins Trust – re-appointment of trustees : The clerk noted that a letter had been received requesting that Tony Boden be re-appointed as a trustee for a further period of office. Cllr Ellis proposed that Tony Boden be re-appointed. Seconded by Cllr Munford and agreed by all members **CLERK**

11.3 KALC – DCLG technical consultation on planning : It was agreed that Cllr Smith should research this and submit a response on behalf of the Parish Council if deemed appropriate. **CLLR SMITH / CLERK**

12. Planning Report:

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

		MBC notified
14/500513/ FULL/RARE	Morley Cottage, 35 Church Street, Boughton Monchelsea DECISION : No objection however the Borough Council should ensure the proposed conservatory does not prevent or impede access to no 35a Church Street	15/7/14
14/501428/ LBC/ LOWE	Wierton Cottage, Wierton Hill, Boughton Monchelsea Listed building consent for demolition of existing single storey conservatory and replacement with new garden room with slate roof to south east corner DECISION : No objection / comment	15/7/14
14/500721/ FULL/LOWE	Wierton Cottage, Wierton Hill, Boughton Monchelsea Demolition of existing single storey conservatory and replacement with new garden room with slate roof DECISION : No objection / comment	15/7/14
MA/11/0512	Wierton Place, Wierton Road, Boughton Monchelsea An application for listed building consent for internal and external works to facilitate the change of use of existing nightclub and apartments to 1 dwelling and 6 apartments, including extensions; the conversion and extension of the existing ballroom to 2 dwellings; the demolition of existing garage block; and the conversion and extension of existing glasshouses to 4 dwellings (AMENDED / ADDITIONAL INFORMATION ONLY) DECISION : Not yet decided	--
MA/11/0511	Wierton Place, Wierton Road, Boughton Monchelsea Change of use of existing nightclub and apartments to 1 dwelling and 6 apartments, including extensions; conversion and extension of the existing ballroom to 2 dwellings including extensions; demolition of existing garage block and erection of 4 terraced properties; conversion of existing glasshouses to 4 dwellings, including extensions; and the erection of 5 detached dwellings to the north and south of the access track, together with associated access and landscape works (AMENDED / ADDITIONAL INFORMATION ONLY) DECISION : Not yet decided	--
14/501419/ FULL	Bocton Oast, Boughton Bottom Farm, Boughton Monchelsea Conversion of integral garage to form new kitchen, including installation of new windows to replace garage doors and new windows and door to sides, erection of detached garage with external staircase to first floor storage in roof space, and extension to driveway	23/8/14

DECISION :
No objection / comment

The following applications have been APPROVED by MBC :
None

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:
MA/14/0707 The Wheelwrights, The Green, Boughton Monchelsea
Demolition of the existing structure and construction of 2
semi detached houses

The following APPEAL DECISION(S) have been notified :
None

The following APPEALS have been notified as WITHDRAWN:
None

13. Representatives' Reports:

13.1 KALC: Cllr Munford spoke regarding the recent Environment Agency flooding report.

13.2 Allotments : Cllr Bracking noted that work had been carried out to the allotment water fittings, which were now compliant with regulations.

Cllr Bracking advised that he thought a number of plots would soon become vacant as some plot holders had decided not to renew their leases in October. It was agreed that flyers should be delivered to north ward residents advising of vacant plots. Clerk to print off, Cllr Slater to arrange delivery. It was also agreed that adverts could be placed in Ralphs farm shop and Pleasant View garden centre

CLERK / CLLR SLATER

13.2.1 Allotment rent for 2014/15 : Following much discussion Cllr Munford proposed that allotment rent be increased from 1/10/14 to £33.50 per annum for a full plot and £20 per annum for a half plot. Seconded by Cllr Bracking. A vote was taken with ten members for and two abstaining. It was noted that this increase was in line with previous years and on a par with neighbouring parishes.

It was agreed that separate accounts should be kept for the allotments so that income and spending could be easily monitored by Cllr Bracking and other members

CLERK

- 13.3 Village Hall & Recreation Ground : Cllr Whybrow spoke regarding the village hall and recreation ground committee's plans for hire of the recreation ground to sports clubs.
- 13.4 Neighbourhood Watch : Cllr Slater noted that there had been no meeting since the last Parish Council meeting. Cllr Gershon advised that he had added Neighbourhood Watch information to the Parish Council website, including links to other relevant sites.
- 13.5 PACT : Cllr Date advised that he had been unable to attend the last PACT meeting.
- 13.6 Bus group : Cllr Whybrow had attended the last bus group meeting and added that the bus service in Boughton Monchelsea was being retained despite cuts in other villages. It was noted however that the bus service was not adequately meeting the needs of Boughton Monchelsea residents.

Cllr Munford noted that MBC's Overview and Scrutiny Committee were currently reviewing transport in the borough, looking at bus and rail services, cycling and walking. Input from Parish Councils had been requested as part of this review. Cllr Munford advised that the Parish Council had submitted a response on this to the Committee which included the views of residents.

It was agreed that public transport in and out of Boughton Monchelsea was very limited and various suggestions for improvement were discussed, including the possibility of altering routes of buses from Coxheath. It was agreed that any existing transport services, e.g. 'Dial a ride', should be publicised on the website and in newsletters. Cllr Whybrow agreed to research this. **CLLR WHYBROW**

- 13.7 Loose Valley Conservation Area : Cllr Bray stated that he had spoken to Bob Jesshope but that no meeting had taken place since the last Parish Council meeting.

14. **Items for Discussion:**

- 14.1 Parkwood Farm reservoir, including sluice operation team for next two month period :

Cllr Herrin advised that because the water in the reservoir had stood at such a high level for so long, seepage passages had appeared which now need to be sealed by excavating behind the sluice gate and filling with water resistant material. He added that the Panel Engineer had stated that the sluice could not be operated again until this was rectified. Cllr Herrin noted that he was in the process of obtaining three quotations for the work. One quote had already been received, for approximately £9,000.

Cllr Smith queried liability relating to this additional work and Cllr Evans suggested that the Environment Agency should take responsibility for future operation of the sluice and also pay for the necessary remedial work. Cllr Munford stated that he had been trying to arrange a multi agency meeting, including the Environment Agency, to take this forward. It was agreed that a statement should be made that

the Parish Council could not react again in the same sustained way as last winter and that as a result homes would be at risk of flooding.

Cllr Munford proposed that Cllr Herrin continue to obtain quotes for remedial work in an effort to assist the Environment Agency. Seconded by Cllr Bray, agreed by all members.

- 11.1 St Peters Church – churchyard extension : The clerk explained that the church had written to the Parish Council, requesting a grant towards the cost of the works involved in extending the churchyard. The church had advised that the total cost would be in the region of £13,400 plus VAT. Cllr Ellis proposed that the Parish Council award a grant of 25% of the full cost, up to a maximum value of £4,000. Seconded by Cllr Herrin and agreed by all members. Clerk to inform church of decision.

CLERK

- 14.2 North ward update, including update on Furfield Park / OM issues : Nothing further to report

- 14.3 War memorial : The clerk noted that the Parish Council had previously agreed to spend £1000 on a war memorial but that the cost of a bronze plaque with wooden mount would come to £1600. Cllr Date proposed that the Parish Council spend a total of £1600 on this. Seconded by Cllr Ellis and agreed by all members. It was noted that the plaque would be mounted in the foyer of the village hall.

CLERK

- 14.4 MBC Transport consultation : Cllr Munford spoke regarding MBC's Overview and Scrutiny Committee review of transport in the borough, including cycling, walking and rail / bus services. He noted that the Parish Council had advertised this within the parish and comments received had been collated and returned to MBC

- 14.5 MBC Local Plan – multi agency meeting 17/9/14 : Covered in item 7 above

- 14.6 Storage of fete equipment in parish hut : The clerk noted that correspondence had been received from the village hall and recreation ground committee, requesting that the fete equipment be moved from the storage hut on the recreation ground to allow more space for sports clubs to store their equipment. It was agreed that a response should be sent expressing concern that the fete committee, a village organisation, are being asked to move equipment to an alternative location, to make way for another organisation.

CLERK

15. Deferred items schedule :

- 15.1 Cllr Smith noted that a planning meeting would be taking place immediately after the Parish Council meeting, where a response to the amended Wierton Place planning application would be agreed.

- 15.2 The clerk noted that MBC would be arranging a meeting regarding methane monitoring at Furfield Park

16. Any Other Business

16.1 Cllr Smith advised that a Neighbourhood Plan event would be taking place on 6th September and encouraged all members to attend.

16.2 Cllr Whybrow advised that the next village fete committee meeting would be held on 13th September

16.3 Cllr Bracking noted that the post supporting the village sign on the green needed to be replaced. Clerk to organise. **CLERK**

16.4 Cllr Bracking advised that a fence had fallen over onto footpath KM104, obstructing access for pedestrians. Clerk to report to KCC. **CLERK**

16.5 Cllr Munford thanked Councillors for all their hard work.

17. Date of Next Meeting:

The next Parish Council meeting will be held on Tuesday 4th November. There being no further business, the meeting was closed at 9.45pm.

MINUTE 15 (Parish Council meeting 2 September 2014)

SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 2 September 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). Notification received from MBC wc 18/8/14 regarding additional / amended details relating to MA/11/0511 and 0512. Comments deadline is 8/9/14 therefore planning committee to meet to discuss and agree response (2/9/14)
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 th June. Cllrs Ellis and Evans to attend (7/5/13). Further meeting to be arranged (2/7/13). Meeting arranged for 5 th September. Cllrs Ellis and Evans to attend (3.9.13). Cllr Ellis and Evans attended meeting on 5 th Sept (5.11.13). Clerk to arrange further meeting (6/5/14, 1/7/14). Contacted MBC's Duncan Hayes 12/8/14 to arrange meeting. My Hayes 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)
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)
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