

BOUGHTON MONCHELSEA PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7pm on 13th July 2021 In Boughton Monchelsea primary school hall, pursuant to notice.

Present:

Cllrs S. Munford (Chairman)
R. Edmans
L. Date
A. Humphryes
D. Smith
C. Jessel
R. Martin
N. Wilde
R. Garland
H. Stevens
J. Skinner
R. Roome

Parish Clerk

1. **Apologies:** Apologies were received from Cllrs Ellis (self-isolating), Brown (ill) and Redfearn (work). The reasons for apology were accepted by 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**
No late items
4. **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 to move item 15.2 to later in the agenda, after item 19.

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 May and June there were 7 crimes in south ward (attempted damage to property / arson and break-in /stones and eggs thrown at properties / damage to garden fences) and 3 crimes in north ward (motorbike and car thefts / theft of cash)

The PCSO report detailed issues involving youths in Little Switzerland and advised that Police have increased patrols in the area as well as distributing quality of life surveys to residents. CCTV of the youths has been circulated within the Police for identification and action.

KCC Warden, Liz Lovatt was not present at the meeting but had provided a written report which is summarised below :

- Following anti-social behaviour and criminal damage in the Little Switzerland area, discussion with residents has taken place and a physical presence has been shown, where possible
- Increase in fly tipping in the area. Residents should ensure they request waste transfer paperwork from anybody carrying out building works at their home
- Details of safe local tradespeople, vetted by Trading Standards, can be found at www.kent.gov.uk/tschecked
- Scams by telephone have increased by 60% during 2021. Common scams include bogus delivery or parcel notifications and fraudsters claiming to be government representatives. Free advice is available from Citizens Advice Scams Action on 0808 250 5050.
- Work continues with vulnerable people – arranging social services referrals, helping sort out benefits and raising safeguarding concerns

Cllr Munford advised that he had set up a zoom meeting with residents in Little Switzerland. The PCSO and KCC Warden attended and the Police are now focusing on the area.

Cllr Edmans advised that the wood yard in The Quarries now has 24/7 CCTV surveillance.

The clerk advised that a complaint had been received from a resident regarding motorbikes in the Furfield Park open space. Cllr Munford advised that he had attended a ward cluster meeting that morning, with several Police inspectors and PCSO's present. As a result of the meeting, the Police are putting action plans in place to address motorbike nuisance and fly tipping. It was noted that the problems in Little Switzerland seem to have reduced but the Police are ready to act again, if and when required.

6. Open Quarter :

No members of the public were present at the meeting.

7. 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 Boughton Monchelsea Amenity Trust.

8. Matters outstanding from minutes (18th May 2021) not included in agenda:

Trees in The Quarries encroaching on to the road and power lines : It was noted that the trees had now been cut.

Area KALC meetings : It was agreed not to write to KALC.

Neighbourhood Plan : Cllr Smith noted that the plan would soon be 'made' by MBC and agreed to arrange a Neighbourhood Plan briefing session for members.

CLLR SMITH

Cllr Munford advised that MBC will soon be offering planning training sessions to Parish Councils.

EV charging points : The clerk advised that the EV charging point survey was now live and would run until 6th August. The survey had been advertised via Facebook and the e-mail circle.

Litter pickers : Cllr Stevens noted that she had taken delivery of new litter pickers.

Wildlife cameras : Cllr Munford noted that one camera had now been purchased and installed.

Christmas tree for the green : Cllr Humphries advised that he would arrange purchase during the next planting season.

Boughton Monchelsea signage for north ward : Cllr Munford to discuss further with KCC member, Cllr Lottie Parfitt-Reid. **CLLR MUNFORD**

9. **Minutes of the meeting held on 18th May 2021. Agreement of and signature by Chairman of the Parish Council :**

The minutes of the Parish Council meeting held on 18th May were agreed as correct with the following amendment. Proposed by Cllr Smith, seconded by Cllr Jessel and agreed by all members.

Item 12 :

A section of fence has now been installed on the path between The Quarries and Green Lane, requested by the Parish Council and installed and paid for by KCC.

10. **Clerk's report**

The contents of the clerk's report were noted. The clerk provided an update as follows :

- Despite chasing a number of times, no response had been received from MBC member, Cllr Dan Rose, regarding mobile CCTV for Joywood rec
- It was noted that new PCSO's would be Shivon De Rose for south ward) and James Goodwin for north ward.
- It was noted that the gas main works on Boughton Lane were scheduled to finish on 23rd July

Cllr Smith requested that the clerk maintain a register of suspected planning breaches / enforcement investigations. This was agreed. **CLERK**

Cllr Munford noted that MBC are working hard to clear their backlog of enforcement investigations.

11. Finance

Payments since last meeting (incl VAT) :

Computerman	Microsoft Apps for Business	9.48
EDF Energy	Electricity to parish hut	16.56
CLF Fencing	Tree surgery work (BMAT)	1,800.00
Xpress Signs	Neighbourhood Plan banner	96.00
Coakley Cleaning	Dog bin emptying - April	130.00
Binnies UK Ltd	Reservoir consultants fees	240.00
Nat West	Bankline fee	31.80
Silva Woodland Management Resident	Wildflower seeding to Furfield Park open space (BMAT)	3,012.00
	Partial reimbursement of contribution towards work to quarry face (BMAT)	525.00
Parish Clerk	Clerk's expenses – Zoom subscription	143.88
KALC	Annual subscription	1,431.53
Zurich	BMAT insurance premium	997.46
Computerman	Laptop repairs	168.00
Playgroup	Grant	250.00
Kent Regency Dancers	Grant	250.00
Scout Group	Grant	300.00
Women's Institute	Grant	300.00
Baby & Toddler Group	Grant	200.00
Community Choir	Grant	300.00
HMRC	Tax and NI - May	161.22
Parish Clerk	Clerk's salary – May	1,050.26
Village hall committee	Hall hire	60.00
Parish Clerk	Clerk's salary - May	99.03
Parish Clerk	Clerk's expenses - May	67.57
Admin support	Admin support - May	65.00
Bowls Club	Grant	250.00
Friendship Circle	Grant	300.00
KALC	Training	120.00
KALC	Training	60.00
Computerman	Microsoft Apps for Business	9.48
EDF Energy	Electricity to parish hut	9.71
Kent County Council	Stationery	17.82
Helping Hands	Grant	300.00
Coakley Cleaning	Dog bin emptying - May	130.00
I. Ellis	Expenses – Companies House filing fee (BMAT)	13.00
Nat West	Bankline fee	33.30
Sovereign Forestry	Works to Salts Wood (BMAT)	7,686.00
TP Bennett	OS map of parish	1,243.15
Brownies	Grant	200.00
Admin support	Admin support - June	65.00
Parish Clerk	Clerk's salary - June	98.83
Parish Clerk	Clerk's expenses - June	53.33
Parish Clerk	Clerk's salary - June	1,050.26
Scribe	Accounts package – initial set up and	798.00

	annual subscription	
Coakley Cleaning	Dog bin emptying - June	130.00
Boughton Mon. primary sch.	Hall hire	68.40

Receipts:

MBC	Parish Services Scheme	3,074.00
Book purchaser	Upon the Quarry Hills book sale	10.00

Balances as at 8th July 2021 :

Current Account	199,072.81
Business Reserve	426.40
National Savings	307.95
Total Financial Assets	199,807.16

Note : Bold / asterisked items indicate payments made prior to authorisation by the Council but certified as to correctness and urgency by the Chairman and Clerk.

11.1 Finance report - Agreement of payments made and income received since last meeting : The above financial statement was accepted. Proposed by Cllr Smith, seconded by Cllr Date and agreed by all members.

11.2 Budget monitoring report : The budget monitoring report to 8/7/21 was included in the agenda papers. Cllr Jessel proposed that the budget monitoring report be agreed. Seconded by Cllr Date and agreed by all members.

11.3 Internal auditor's report : The contents of the report were noted. The clerk advised that she was dealing with the minor points raised however it was agreed that the Parish Council should not change banks.

12. Correspondence:

12.1 Zurich – Parish Council insurance renewal :

Following discussion it was agreed to renew the policy based on a standard one year renewal rather than any long term agreement. Proposed by Cllr Edmans, seconded by Cllr Smith and agreed by all members.

Cllr Roome agreed to investigate alternative insurance companies / policies for next year.

CLLR ROOME

13. Planning Report:

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

		MBC notified :
21/502079	Wierton Chase, Back Lane, Boughton Monchelsea Single storey rear extension with balcony above	25/5/21
	DECISION : No objection / comment	
21/502216	Rose Cottage, 41 Church Street, Boughton Monchelsea Erection of a garage with office above	25/5/21
	DECISION :	

- No objection however MBC should satisfy themselves that there is no detrimental effect on the private amenity of neighbouring properties
- 21/501452 Land south of Sutton Road, Langley 25/5/21
Approval of reserved matters for the associated infrastructure pursuant to phase 2 of outline permission ref 15/509015
DECISION :
No objection / comment
- 21/502103 Land north of Green Lane and east of Church Street, Boughton Monchelsea 25/5/21
Outline application with access matter sought for erection of 3 no. self build residential dwellings with associated landscaping, drainage and earthworks and creation of new access from Beresfords Hill / Church Lane. (Matters of appearance, landscaping, layout and scale are reserved for future consideration)
DECISION :
The Parish Council wish to see the application refused for the following planning reasons. If MBC are minded to approve the application then we wish to see it reported to MBC planning committee for decision.
- The proposal is contrary to policies SP11-1 and SP12 of MBC's Local Plan in that the site lies outside the designated settlement boundary
 - The proposal fails to satisfy any of the requirements of policy SP17 paragraph 4.95 of MBC's Local Plan
 - The proposal is contrary to policy SP17 of MBC's Local Plan in that this type of development is not supported by any other policy within the plan
 - Highway safety is a concern – access to the site is via a bend on a narrow section of road
- 21/501853 1 Cliff Cottages, Cliff Hill, Boughton Monchelsea 15/6/21
Demolition of existing garage, shed and erection of a single detached dwelling house
DECISION :
The Parish Council wish to see the application refused for the following planning reasons. If MBC are minded to approve it then we wish to see the application reported to MBC planning committee for decision.
- a) We feel that this application fails to comply with the following MBC policies : SP17 sections 1 to 6; DM1 sections I, ii, iii, iv, vi, viii; DM8, DM30 sections i and ii
 - b) Policy SP17 of MBC's Local Plan in part protects the

open countryside, the LLV of the Loose Valley and the conservation areas. This site falls within all three land designations.

- c) Policy SP17 of MBC's Local Plan notes that the countryside is a sensitive location within which to integrate new development and the Council will expect proposals to respect the high quality and distinctive landscapes of the borough in accordance with policy DM30. In order to assist in the successful integration of new development into the countryside the Council will ensure Landscape and Visual Impact Assessments are carried out as appropriate to assess suitability and to aid and facilitate the design process.
- d) Development proposals within landscapes of local value (LLVs) should, through their siting, scale, mass, materials and design, seek to contribute positively to the conservation and enhancement of the protected landscape. Designated areas include parts of the Greensand Ridge and the Low Weald, and the Medway, the Loose and the Len river valleys. These landscapes were highlighted as areas of local value by the public through local plan consultations.
- e) MBC Local Plan policies SP11 and SP12 are quoted in the planning statement which relate to developments within the boundary of the larger village. This site is some three quarters of a mile from the boundary therefore these policies do not apply.
- f) With no services or public transport, the development site is completely unsustainable, contrary to the NPPF.
- g) The proposal lies within the newly approved extension to The Quarries conservation area. The planning statement acknowledges the fact that the site is in a conservation area and cites examples of other development that has been permitted. Part of the reason for the conservation area extension was to preserve the character of the area which was being harmed through unsympathetic development. None of the examples cited by the applicant were constructed since the extension to the area was granted.
- h) The proposal is completely out of character with its

surroundings in terms of scale, bulk, design and materials. The building is approximately 20m wide x 7m deep x 12.785m high. It could never be considered to be infill development.

- i) The proposed dwelling would overlook at least 3 properties to the south and west. When applying the usual neighbour amenity tests we would ask you to consider that what is called 'ground level' in the drawings and documents is approximately 8m higher than the ground level of neighbouring properties. Any overlooking would be more than just a few windows, the front of the building is fully glazed, giving 2 storeys x 20m width of glass.
- j) The proposal is highly visible and would cause unacceptable harm to visual amenity, including long distance views.
- k) The proposal is contrary to objective 1 of the Boughton Monchelsea Neighbourhood Plan. It is an unsustainable location and the proposal would have a negative visual impact on its surroundings.
- l) The proposal is contrary to objective 5 of the Boughton Monchelsea Neighbourhood Plan which states that housing development must be sustainable, meet the needs of the local community and be in keeping with the existing properties in the village and parish, thus preserving the rural atmosphere for future generations.
- m) The proposal is contrary to policy PWP2 of the Boughton Monchelsea Neighbourhood Development Plan which states that the distinctive character of the Priority Local Landscape as defined on Map 9 will be conserved and enhanced. Development proposals in this area will not be permitted unless they accord with other policies in the Neighbourhood Development Plan and the MBC Local Plan and they will not result in harm to the character and appearance of the area.
- n) The proposal is contrary to policy RH1 of the Boughton Monchelsea Neighbourhood Plan which states that applications for new development must demonstrate how it responds positively to the established local character, including rural character and topography, and sits comfortably alongside existing development, respecting the privacy, wellbeing and quality of life of any existing residents.

Supporting information shall include information on street scene impact and relationship to wider context and topography, where appropriate, in order to properly assess the impact.

- o) The proposed lighting scheme is entirely inappropriate to the rural nature of the site and is contrary to policy PWP10 of the Boughton Monchelsea Neighbourhood Plan. The policy states that external lighting must be designed and managed to reduce: a) energy usage b) impact on biodiversity c) light pollution and d) any harmful visual impact on neighbouring activities and the character of the area. Where appropriate, applications should be accompanied by sufficient details to ensure the impact of the development can be assessed. This could include a Lighting Assessment to ensure it complies with national and local requirements.
- p) The proposal is contrary to policy PWP6 of the Boughton Monchelsea Neighbourhood Development Plan. The site is unsustainable.
- q) Due to the nature of the very narrow lane the proposal is sited on, KCC should provide a specific response in terms of highway safety and suitability
- r) There are Tree Preservation Orders in place as a result of the site being within a conservation area. The application documents incorrectly state that there are no TPOs
- s) The visuals provided by the applicant are highly misleading, implying the plot is generously sized and the road is wider than it really is
- t) The conservation officer should be invited to respond to the application in terms of the effect on the nearby listed buildings as well as the conservation area as a whole
- u) The proposal is adjacent to a reptile release site therefore a full ecological survey should have been provided

21/502738	8 Hook Way, Maidstone Erection of two storey side extension and insertion of front solar PV panels DECISION : No objection / comment	15/6/21
21/503485	Fir Tree Cottage, 28 The Quarries, Boughton Monchelsea Listed building consent for installation of 3 no. additional roof windows	--

DECISION :

Not yet decided

The following applications have been APPROVED by MBC:

- 21/501371 23 Morris Close Boughton Monchelsea
Erection of a single storey side extension to existing dwelling
- 21/501086 Longridge, Heath Road, Boughton Monchelsea
Lawful Development Certificate for erection of a single storey extension
- 21/500986 Honeymellow Springs, The Maltings, Boughton Monchelsea
Insertion of replacement Georgian style UPVC windows and doors
- 21/500722 Heinz Orchard, Wierton Hill, Boughton Monchelsea
Erection of agricultural building to be used as garage / workshop with room above for alpaca fibre processing
- 21/502216 Rose Cottage, 41 Church Street, Boughton Monchelsea
Erection of a garage with office above
- 21/502079 Wierton Chase, Back Lane, Boughton Monchelsea
Single storey rear extension with balcony above
- 21/502362 The White House, Heath Road, Boughton Monchelsea
Lawful development certificate for new small side extension forming porch to back door of house

The following applications have been REFUSED by MBC:

- 21/502103 Land north of Green Lane and east of Church Street, Boughton Monchelsea
Outline application with access matter sought for erection of 3 no. self build residential dwellings with associated landscaping, drainage and earthworks and creation of new access from Beresford Hill / Church Lane (matters of appearance, landscaping, layout and scale are reserved for future consideration)
- 21/500798 Loddington Lane Cottage, 2 Loddington Lane, Boughton Monchelsea
Conversion of cottage together with two storey rear / side extension to create 2 no. dwellings, and erection of 1 no. detached dwelling

The following applications have been notified as WITHDRAWN :

None

The following APPEALS have been notified:

- 20/505546 10 Meadow View Road, Boughton Monchelsea
First floor side / rear extension

The following APPEAL DECISIONS have been notified:

- 20/502032 Lower Bell Riding School, Back Lane, Boughton Monchelsea
Demolition of existing site structures (barn, stables, mobile home, shed) and erection of 3 dwellings with accompanying parking and landscaping (resubmission of 19/506110/FULL).
Appeal dismissed

The following APPEALS have been notified as WITHDRAWN:

None

13.1 Cllr Smith talked members through the above planning report.

13.2 Cllr Garland stated that he would like to join the Parish Council's planning committee. This was agreed.

14. Representatives' Reports:

14.1 KALC: Cllr Date advised that he would be attending the next Maidstone area meeting on 19th July.

14.2 Allotments : Cllr Martin had nothing to report

14.2.1 Purchase of lawnmower for use by plot holders on the Haste Hill Road site :

The clerk advised that a self-propelled petrol lawnmower had been purchased for use by plot holders on the communal areas of the allotment site. This purchase could not wait until the meeting as the grass on site was growing very long. Tenants had previously used a lawnmower that was on loan from one of the plot holders but they had taken this back due to a move to a property with a big garden. Cllr Martin proposed the retrospective purchase of the lawnmower, up to a value of £450. Seconded by Cllr Garland and agreed by all members.

The clerk advised that she had produced a risk assessment and sign up sheet for use of the lawnmower. This was posted inside the allotment portacabin and an e-mail had been sent out to plot holders advising them of the need to read, sign and comply with it.

14.3 Village Hall & Recreation Ground :

Cllr Edmans advised that the committee were arranging for the old village sign to be displayed behind perspex in the village hall. In relation to the hall refurbishment he advised that surveys were being carried out and would be with the committee by the end of July.

14.4 Neighbourhood Watch : Cllr Stevens confirmed that residents from Little Switzerland could join the Neighbourhood Watch group if they wish.

14.5 Police Liaison : Cllr Date had nothing to report. Clerk to find out if the Police liaison meetings are still taking place and if so, date of the next meeting. **CLERK**

14.6 Bus group : Cllr Redfearn was not present at the meeting.

14.7 Climate change and biodiversity : Cllr Jessel noted that she would have a student working with her on BMAT projects during August.

15. Items for Discussion:

15.1 Proposed formal operational relationship between Boughton Monchelsea Parish Council and BMAT :

Cllr Ellis had produced a paper for members which was included in the agenda papers. Following lengthy discussion between members, Cllr Munford proposed that the Parish Council lease selected, non-committed land from BMAT, on terms to be decided. Seconded by Cllr Smith and agreed by all members.

15.2 Clerk's working hours – decide whether to increase clerk's hours : To be discussed after agenda item 19.

15.3 Dog waste bag dispenser – decide whether to purchase and install :

Cllr Skinner felt that installation of dog waste bag dispensers would encourage dog owners to pick up after their pets. She stated that she would research costs, locations, designs and possible sponsors and would put together a paper in time for the next Parish Council meeting.

CLLR SKINNER

15.4 Marlpit bus stop – decide whether to apply for bus shelter grant :

The clerk explained that KCC were offering a further round of bus shelter grants with an application deadline of 23rd July. She added that she had asked KCC whether they would be prepared to fund the necessary kerbing and surfacing work to make the bus stop DDA compliant as this forms part of the terms and conditions of the grant.

Cllr Munford proposed that the clerk and Cllr Humphryes be given delegated powers to spend up to £3000 of Parish Council funds on supply and installation of a new bus shelter at the Marlpit bus stop. If the grant application were successful, this sum would be match funded by KCC. This was seconded by Cllr Edmans and agreed by all members. It was also agreed that if KCC were not prepared to fund the necessary work to make the bus stop DDA compliant then the Parish Council would not fund this work and could therefore not apply for the bus shelter grant.

CLERK

15.5 Village sign – decide whether to take forward purchase and installation of second village sign at the junction of Heath Road and Church Street : It was agreed to defer this item to the next meeting. Cllr Date to produce detailed paper for members.

CLLR DATE

15.6 Church Street play area – agree repair schedule and costs from MBC :

The clerk advised that MBC's latest play area reports had identified a number of required repairs. These had been costed by MBC and a breakdown was included in Councillors' agenda papers. The total cost of the works would be £500. Cllr Humphryes proposed that MBC's quote be accepted. Seconded by Cllr Edmans and agreed by all members. Clerk to instruct MBC to proceed with the work.

CLERK

15.7 Public rights of way – discuss KCC's responsibilities and agree whether to purchase equipment to assist in keeping paths clear of vegetation :

The clerk advised that she had been reporting overgrown paths to KCC but this was not being actioned. Upon chasing, KCC had advised that, as a result of all the recent rain and growth, they did not have sufficient resources to keep on top of the cutting and were relying on Maidstone Ramblers to help out on a voluntary basis.

She added that she had obtained a quote of £297 for a petrol strimmer which, if purchased, would allow the Parish Council to form a volunteer group to help keep paths clear of vegetation.

Cllr Humphryes noted that BMAT have volunteers who may be willing to assist and added that the trust would soon be putting together work packs for all the items identified in the Landscape Management Plan.

Cllr Garland proposed that a petrol strimmer be purchased by the Parish Council, to a value of £297. Seconded by Cllr Munford. A vote was taken with 10 for and 2 abstentions. The proposal was therefore agreed. Cllr Garland agreed to lead this footpath maintenance group. Clerk to produce strimmer risk assessment and sign up sheet sheet.
CLLR GARLAND / CLERK

16. Update / discussion items:

16.1 Parkwood Farm reservoir – update :

Cllr Edmans advised that the sub-group would be meeting again during week commencing 19th July.

16.2 Biodiversity and environment issues : Covered in item 14.7 above.

16.3 Fly tipping : Cllr Munford noted that MBC's John Edwards was on holiday and therefore unable to attend the meeting. It was therefore agreed to defer this item to the next Parish Council meeting. Clerk to invite Mr Edwards to attend. **CLERK**

17. Health & Safety Issues:

Nothing to report.

18. Deferred Items Schedule:

18.1 Cllr Humphryes proposed that the replacement tree on the green should be a beech tree, location to be agreed. Seconded by Cllr Smith and agreed by all members.

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

19.1 Cllr Wilde to contact resident regarding anti-social behaviour taking place in the Pested Bars landscaping strip. **CLLR WILDE**

19.2 Cllr Humphryes suggested that if the next meeting was to take place at Langley Park school then the Parish Council should send out a flyer to the residents on this development informing them of the meeting and the issues that would be discussed. This was agreed. **CLERK**

15. Items for Discussion:

15.2 Clerk's working hours – decide whether to increase clerk's hours :
The clerk left the room for this item.

Following discussion, Cllr Munford proposed that the clerk's working hours be increased from 16 to 22.5 hours per week, paid at the same hourly rate and with effect from 14th July 2021. Seconded by Cllr Date and agreed by all members.

20. Date of Next Meeting:

The next full Parish Council meeting is due to be held on Tuesday 14th September 2021 at 7pm. Meeting to be held in north ward, if a venue can be booked.

There being no further business the meeting closed at 9.15pm

MINUTE 18 (Parish Council meeting 13th July 2021)

SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:

DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 13th July 2021
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.
2.7.19	59 Linton Road	Encroachment	BMAT issue. Review July 2022
3.9.19	11 Harling Close	Encroachment	BMAT issue. Review September 2022
3.9.19	Clerk's salary	Review	Review clerk's salary on an annual basis. Next review due September 2021
3.3.20	Furfield Quarry	Option agreement	BMAT issue. Option expires in September 2024. Review before March 2024
2.3.21	Green Lane	Speed limit	Consider request from resident to pursue a speed limit reduction from 30 to 20mph at the east end of Green Lane. Agreed to defer decision until the Lyewood development is complete, expected to be December 2021. Review January 2022
18.5.21	Piper / Thirkell land	Lease	Lease expires on 6 th January 2116. Review in 2115