

## BOUGHTON MONCHELSEA PARISH COUNCIL

### Minutes of the Parish Council Meeting held on 12<sup>th</sup> January 2016 in the committee room of Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.00pm

#### Present:

Cllrs S. Munford (Chairman)  
I. Ellis  
P. Herrin  
S. Evans  
J. Skinner  
K. Williams  
C. Bracking  
J. Gershon  
M. Slater  
B. Brown  
L. Date

Locum Clerk  
MBC Parish Liaison Officer, Yasmin Gordine  
KCC Warden, Liz Lovatt  
3 parishioners

1. **Apologies:** Apologies were received from Cllrs Smith, Clarke and Whybrow. Apologies were also received from Kent County Councillor, Gary Cooke
2. **Notification of late items for inclusion on the agenda**  
None
3. **Standing Order 61: To decide whether the public and press should be excluded from the meeting for any item.**  
No excluded items.
4. **Reports from Maidstone Police / PCSO and KCC Rural Community Warden**  
PCSO Ed Money was not present at the meeting but a Police report had been received in advance. There had been eight crimes in the parish between 3<sup>rd</sup> November 2015 and 2<sup>nd</sup> January 2016. The crimes were two incidents of criminal damage, three incidents of theft and three burglaries. For the same period last year there had been twenty one crimes.

KCC Warden, Liz Lovatt, had submitted a written report in advance of the meeting and this is summarised below :

- Volunteer Support Warden positions are now being advertised, nearest location is Sutton Valence
- KCC Wardens are able to refer residents for a wide variety of support in the home. This includes personal alarms, free home fire safety checks, home adaptations and improvements (subject to criteria and eligibility), social services assessments,

home security, help for scam victims and other support to live safely and independently

- Age UK have developed a befriending service to tackle the problem of loneliness among older people

Members spoke regarding litter problems in the parish. Cllr Munford noted that litter in the vicinity of Brishing Lane stream had already been reported and was being dealt with.

Cllr Gershon stated that there appeared to be a recent increase in fly tipping. Liz Lovatt advised that more fly tipped material may be visible at present due to a delay in the local authority removing it.

Cllr Williams noted that residents can request additional recycling bins for their properties and these will be provided free of charge by MBC.

Cllr Williams expressed concern at a recent increase in noise from off road motorbikes in north ward. Cllr Munford noted that section 59 notices had been issued by the Police in the past which had helped. Liz Lovatt agreed to pursue this in conjunction with the Police.

An update note had also been received in advance of the meeting from Kent County Councillor, Gary Cooke. This included information on the financial challenges faced by KCC, community work funded by Members' Grants, Joint Transportation Board progress regarding the Leeds / Langley relief road and success in supporting parents on school issues.

#### 5. **Open Quarter:**

MBC Liaison Officer, Yasmin Gordine, introduced herself to members and explained that her role is to bridge the gap between MBC and Parish Councils. She noted that her priorities would be economic development, leisure creation and culture, and planning, development and environmental protection. Ms Gordine explained that she would be in post for the next year (until late December 2016).

Cllr Munford stated that it would be good to know what sort of issues Ms Gordine gets involved with over time and she agreed to update the Parish Council on this a few months into her role.

A north ward resident spoke regarding the speed of traffic in the Boughton Court development and stated that the speed humps do not appear to be having much effect. He added that the humps need to be made more visible as some drivers seem unaware they are there and bang over them at speed. The resident asked whether it would be possible to get a 20mph speed limit imposed for the Boughton Court development and also on Pested Bars Road. Cllr Munford stated that this would be unrealistic for Pested Bars Road but that the best course of action would be to set up a meeting with Kent County Councillors, Gary Cooke and Eric Hotson, to discuss the possibility of making the speed humps more visible and to explore a reduction in the speed limit on the Boughton Court estate. Clerk to arrange meeting.

**CLERK**

The same resident spoke again regarding the number 82 bus and asked whether the route could be altered to give a bus stop closer to the north ward estates, perhaps next to the closest Brishing Lane roundabout. It was agreed that this request should be passed on to Cllr Whybrow, for discussion at the next bus group meeting.

**CLLR WHYBROW**

As trustees of Boughton Monchelsea Amenity Trust, all members declared an interest in the following discussions regarding the strip of land between Joywood and Pested Bars Road.

North ward resident, Mr Ray Puttock, spoke regarding the trees growing in the BMAT owned landscaping strip between Pested Bars Road and the Boughton Court estate. He expressed concern that the trees are now so tall they are blocking light into his garden. He added that the problem concerned trees growing behind numbers 5, 7, 9 and 11 Joywood and that he and his neighbours were in agreement that the trees should be reduced in height. It was noted that BMAT had carried out some tree surgery work in this area approximately 3 years ago when the trees were cut to a height of around 2m. Residents felt that it was time for the same action again. Cllr Date tabled a letter at this point that had been sent to residents in 2013 regarding this work.

Cllr Munford clarified that the allocation of land for housing, prior to the development being built, was dependent on trees being maintained in this area to protect the long range rural views from the Greensand Ridge. It would therefore be appropriate to carry out height reduction work but the trees must remain.

Cllr Ellis proposed that a site meeting be held with residents to agree the scope of work and that two members be given delegated powers to spend up to £1000 on tree surgery work in the area. Seconded by Cllr Date and agreed by all members. It was agreed that Cllrs Ellis and Date would attend the site meeting and that Cllr Date would contact resident, Mr Puttock, to arrange a convenient date.

**CLLR DATE**

**6. Declarations of Interest in Items on the Agenda / Declaration of Changes to the Register of Interests / Requests for Dispensations :**

Cllr Williams declared an interest in item 14.3 Linton crossroads.

Cllr Skinner declared an interest in item 15, relating to Furfield Quarry.

**7. Matters outstanding from minutes (3<sup>rd</sup> November) not included in agenda:**

Item 11.3 Church Street play area - It was noted that the self-closing mechanisms to the gates had now been adjusted

**8. Minutes of the meeting held on 3<sup>rd</sup> November 2015:**

The minutes of the meeting held on 3<sup>rd</sup> November were agreed, with the following amendment :

Remove the word 'sole' on page 3 of the minutes to read 'It was agreed that operation of the reservoir should not fall to members of the Parish Council'.

## 9. Clerk's report

The contents of the clerk's report were noted. Cllr Munford highlighted a number of issues from the report, as detailed below :

- Public access defibrillator – discussions with Community Hearbeat Trust ongoing
- Public right of way KM339 – following a request from KCC, the Parish Council has now confirmed support for a future hard surface to this path
- Parkwood Farm reservoir – letter of thanks received from resident in The Quarries for the way the Parish Council meeting on 3<sup>rd</sup> November was handled with regard to flooding issues

## 10. Finance Report:

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

South East Water	Allotment water bill – Mar to Oct 2015	386.77
St Peters Church	Grant towards churchyard extension	1550.00
Michelle Rumble	Clerk's salary and expenses – Nov	258.86
RIP Cleaning Services	Dog bin emptying – October	64.80
Royal British Legion	Donation – remembrance day	350.00
Black & Veatch	Reservoir consultants fees	1584.00
Gill Turner Tucker	Legal fees – BMAT option agreements	1008.00
Clerk	Expenses – stamps and post box for office	62.80
Aspen Tree Services	Tree surgery work in allotment field	360.00
RIP Cleaning Services	Dog bin emptying – November	51.84
Community Spirit Partnership	Neighbourhood Plan consultancy work	4840.00
A. Whybrow	Carols on the green expenses	113.41
St Peters Church	Grant towards churchyard extension	1650.00
Gill Turner Tucker	Legal fees – BMAT option agreement, Boughton Lane	840.00
Kent Print & Design	Newsletter printing	488.00
EDF Energy	Electricity to parish hut	34.00
RIP Cleaning Services	Dog bin emptying – December	64.80

### Receipts:

Allotment leaseholders	Allotment rent	160.50
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### Balances as at 7<sup>th</sup> January 2016 :

Current Account	84,160.71
Business Reserve	424.41
National Savings	291.33
<b>Total Financial Assets</b>	<b>84,876.45</b>

The above financial statement was accepted. Proposed by Cllr Ellis, seconded by Cllr Herrin and agreed by all members.

### 10.1 Precept for 2016/17 :

Cllr Ellis had provided a written note to members in advance, which included the following information :

The key change to the fundamental figures in deciding on this year's precept is that the tax base of the parish has increased from £1241.60 to £1288.60, an increase of some 3.5%. This sort of increase can be expected during the next 5 to 10 years as a result of the large housing development that is to take place in the parish.

The band D charge in respect of the parish precept for Boughton Monchelsea is still low when compared with the other 37 parishes in Maidstone. Our band D charge is in the lower quartile for the 37 parishes. Accordingly our precept is low compared with our neighbours.

In order for the Parish Council to continue to perform its important role, its finances must not be allowed to be diluted by not increasing the precept on the grounds that the increase in the parish's tax base provides an opportunity to keep the rate down. A near doubling in the population of the parish over the next 5 to 10 years will undoubtedly result in additional responsibilities, with cost implications.

Accordingly it is recommended that this year's precept should be increased by 2%, the rate which non unitary councils are allowed to increase their precept by the government.

Cllr Ellis proposed that the precept for 2016/76 should therefore be set at £54,625. For a band D property this precept level represents £42.39 per year, an increase of 83 pence from last year's level of £41.56. This equates to a rise of 1.6 pence per week. Cllr Ellis's proposal was seconded by Cllr Herrin and agreed by all members.

Clerk to return precept form to MBC.

**CLERK**

**11. Correspondence:**

- 11.1 Village hall committee – village hall car park : It was agreed to defer this item until the next Parish Council meeting as Cllr Smith was not present.

**12. Planning Report:**

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

**MBC notified**

- |               |   |          |
|---------------|---|----------|
| 15/509491/TPO | Land west of Gandys Lane, Boughton Monchelsea<br>TPO application to fell hazel coppice<br><b>DECISION :</b><br>The Parish Council wishes to object to this application and asks that it be rejected by MBC and if necessary referred to the Planning Committee, for the following reasons :<br>1. A Tree Preservation Order has only very recently been placed on the wooded area and the Parish Council would like to see this maintained and enforced<br>2. The cobnut plantation and more recent varieties of trees provide a strong natural barrier between | 27/11/15 |
|---------------|---|----------|

the two hamlets in the village. This provides a distinctive anti coalescence spacing, which is strongly supported in the Parish Council's emerging neighbourhood plan. As such it makes a very positive and important contribution to the structure and composition of the village, reflecting the rural nature and agricultural heritage of our village and parish

3. A wide range of local wildlife find this to be an area that provides shelter and a source of food which suitably reflects the parish's rural environment

14/506183

Stilebridge Paddock, Stilebridge Lane, Linton  
Placement of 2 No mobile homes, utility block, touring caravans and stables and open paddock area

27/11/15

**DECISION :**

The Parish Council would like to support Linton Parish Council's comments about the need for clarification about the status of outstanding applications. Without this clarification it is very difficult to see how this application sits with those remaining applications and what would be consented to or not.

We wish to refer to and reiterate our previous comments made in response to the January 2015 application and consultation. These are

1. The proposal constitutes an over concentration of sites in this location, which would cause material harm (NB Location is across several parish boundaries but focused in this specific area)
2. The utility blocks are too big for the site and for the domestic use for which they are proposed. The units are almost as big as the mobile homes that they are intended to be ancillary to
3. If the Borough Council is minded to approve this application then the proposal should be adequately screened from the local road and from the local countryside beyond

15/508496

Langley Park, Sutton Road, Maidstone  
Approval of reserved matters for a local centre comprising a foodstore, 5 additional retail units and a family pub, with associated car parking and landscaping following outline planning permission reference 13/1149/MA (appearance, landscaping, layout and scale being sought)

27/11/15

**DECISION :**

Boughton Monchelsea Parish Council's planning

committee have the following comments to make on the application :

We have several key concerns and questions that we would ask MBC to address with the developers through conditions applied to this application :

1. We consider that the form, scale, massing and appearance of the Aldi store and its positioning in relation to the roundabout with the approach from the south will mean that the view of the estate will be dominated by the store and become the reference or identity of the Langley Park estate. This is not what we would want for the entrance to the parish and ask if this is really what MBC want for the main south east gateway into Maidstone
2. From the drawings and visuals displayed in the reserved matters application we cannot see anything in the design of the public house or Aldi store which pays any reference to the local Boughton Monchelsea or even Kent's vernacular architectural language. Both buildings could in fact be anywhere in the UK or indeed Europe
3. The plans for the five small shop units look more of a continuation of the industrial Parkwood estate which we consider to be inappropriate for a group located in this housing estate. Who or what sort of tenants / owners will occupy the small retail units numbers 1-5, next to a substantial supermarket?
4. We are very concerned that there is a considerable area of hard surface parking area etc associated with both the store and public house and we fear that unless properly addressed is likely to surcharge the local groundwater levels and in turn worsen the flood risk in The Quarries and beyond. We support the environmental consultee in their comments concerning water run-off and ask that MBC ensure that the SUDs, run off and evaluation of the surface absorption provides sufficient protection for the areas below and downstream of the site, which has previously and remains vulnerable to flooding
5. We support the police concerns about the plans not having designed out crime and ask that MBC place conditions that would require the developers to pay heed to the police commentary

In general we feel that the revised proposal will not be as attractive as that proposed in the outline masterplan design planning consent and provides a

	greater flooding risk to the valley below the site. We would ask that MBC ensures that these aspects of the application are improved.	
15/509565	Cherry Tree Park, Church Hill, Boughton Monchelsea Application for the variation of condition 5 of permission MA/12/1130 (Condition 5 states : No more than 10 caravans / lodges shall be provided on site in accordance with the details approved under MA/09/2004) – being no more than 11 caravan / lodges shall be provided on site <b>DECISION :</b> No objection / comment	27/11/15
15/508648	3 Boughton Bottom Cottages, Lower Farm Road, Boughton Monchelsea Extensions to the front, side and rear at ground and first floor level <b>DECISION :</b> No objection / comment	27/11/15
15/507165	69 Church Street, Boughton Monchelsea Erection of front porch extension, two storey rear extension and insertion of first floor to rear and pitched roof to garage <b>DECISION :</b> No objection but we would ask that MBC pays attention to the neighbours' concerns regarding overlooking.	27/11/15
15/508313	Reefe Cottage, Peens Lane, Boughton Monchelsea Use of annexe as a self contained dwelling to be occupied independently from Reefe Cottage. Removal of two existing sheds and greenhouse to provide parking facilities <b>DECISION :</b> Boughton Monchelsea Parish Council do not wish to object to the proposal but would like MBC to check : 1. If it is just a shed / barn, does the original building have planning consent? 2. If planning consent is granted could it be conditioned that such annexe building remain unchanged in perpetuity? 3. The Parish Council questions whether such a rural location with no direct access to facilities can be said to be sustainable, beyond the barn / shed that it already there	27/11/15
15/509015	Land south of Sutton Road, Langley Outline application for residential development, together with non-residential uses..... <b>DECISION :</b>	8/1/16

The Parish Council wish to see the application refused for the following reasons :

MBC themselves previously rejected this site during their call for sites process for amongst other reasons, because the existing road/infrastructure could not support such a scale of development. What has changed such that they could possibly consider supporting such an application now?

#### 1. Traffic and infrastructure

It has long been recognised that the existing road network from south east Maidstone is inadequate for the existing traffic load never mind the very substantial increases that the cumulative effect of these various substantial developments will have. The Wheatsheaf junction where the A274 meets the A2229 is already a huge problem which MBC and KCC have previously acknowledged. A further 800+ dwellings will have a devastating impact on traffic flow. The air quality at this location is already compromised due to heavy traffic congestion and will only deteriorate further.

DHA have produced and submitted a 'Cumulative Transport Impact Assessment' but it is imperative that an independent transport / traffic consultant be commissioned to interrogate the basis of this study, the findings and the proposals to ensure the infrastructure does not collapse under the effect of this substantial increase in traffic pressure. The draft travel plan must also be interrogated thoroughly.

Quote from DHA Draft Transport and Travel Plan :

*'The travel plans aim to minimise the impact of proposed development on the surrounding environment, particularly with regard to vehicle trips and congestion. Objectives include the increased use of public transport, walking and cycling by future residents of the site to promote a sustainable environment'*

All good words and aims but the changes in peoples travel behaviour cannot be imposed and therefore the effect on the existing

infrastructure will not be minimal it will be major!

It is simply not good enough to suggest that 'following a reasonable level of occupation' traffic surveys will be conducted to ascertain ways in which people travel and set appropriate 'smart' targets. Surely this is trying to take action 'after the horse has bolted'!

The developers, Countryside's commitment to the travel plan being a 'living document' is in our view toothless.....what recourse will the community have to Countryside and the other developers for the damage to our environment, the way we travel around our area, the enjoyment of our rural environment and the negative effect on local businesses?

The collective residential developments proposed amounts to a huge number of dwellings (circa 2000 – 2500). Where is it proposed that these people will work and more importantly how will they travel to and from work? The network of roads to and from the area were designed and constructed for a rural / agricultural lifestyle and simply cannot support such intensification of the built environment.

The draft travel plan makes reference to various train stations all of which are accessed via at worst country lanes and at best B roads. It is totally unrealistic to suggest these will adequately support commuters travelling to and from London and other places of work. Bearsted station can barely be considered to be a branch line service for commuters as it stops at so many stations on route to London and has grossly inadequate parking provisions. Whilst Headcorn is on a better train line it also has limited parking problems.

The developments around Langley as proposed and under construction are so far from major community facilities that it is unrealistic to expect people to walk significant distances. Whilst cycling is becoming more popular this only represents a very limited portion of the population and tends to relate to the urban settlements, not the countryside.

We have already seen in recent developments in the area the inadequate parking provisions and the totally undesirable resulting informal and uncontrolled parking. The travel plan simply makes glib reference to parking standards and the Kent Design Guide. This would need to be fully and comprehensively designed to show this matter had been properly addressed before granting consent.

## 2. Flood risk

The flood risk on Boughton Quarries is common knowledge and the surface water run-off from the substantial areas of hard standing to the proposed developments to the south east of Boughton Quarries will inevitably put the area at greater risk. A full and comprehensive flood defence plan for the areas at risk as a result of these developments must be thoroughly studied and verified by independent consultants.

The proposal does not appear to include any new water holding provision, instead seems to rely on existing local features which are unable to accommodate any additional surface water run off without having a detrimental effect downstream.

## 3. Waste management

Whilst this is only an outline parameter plans planning application surely fundamental details such as how sewage, surface water run off and refuse will be dealt with should be considered and a solution proposed before MBC could possibly consider granting consent.

## 4. Time period to consult on scheme

This scheme is of such a scale and in conjunction with the adjacent schemes which are already underway will have such a massive effect on this area of south east Maidstone that a prolonged period for consideration and consultation is imperative. It is not good enough to simply question each scheme in isolation. MBC have a responsibility to the existing community to address all the potential issues which the accumulation of these developments will inevitably raise. In addition, time is required

to engage KCC on transport infrastructure and for an independent report to be commissioned on the area wide flood risk

#### 5.Sustainable masterplan and anti-coalescence

This scheme seems to be proposing a similar set of land uses as the Langley Park scheme but on a larger scale. This results in piecemeal incremental developments without cohesion. Surely we should be seeing joined up thinking between developers, led by MBC to make sure we are creating a sustainable holistic master plan and not just each developer doing their own thing!

#### 6.Anti-Coalescence

MBC should consider the anti-coalescent effect of the accumulation of developments along Sutton Road. The effect on rural life and damage to the villages and the open countryside needs to be fully assessed by taking into account the developments as a whole. A number of the neighbouring villages will lose their identity as a result of such coalescence.

#### 7.Obligation to collaborate with adjacent boroughs

Much better liaison and dialogue is required with adjacent boroughs to produce a more balanced new housing development strategy within this part of the county.

#### 8.Utilities provisions

The effect that this very considerable number of additional dwellings will have on existing services will need to be comprehensively studied and a full proposal agreed.

#### 9.Other concerns

- Heritage considerations – the effect on some of the older properties in the area should be fully considered, the nearby St Marys Church for example
- Ecological impact
- Visual impact assessment – the development will be visible from the B2163 – a full VIA is essential

- The application states that ‘this will not be an anywhere suburb’. How will it not be? The application material displays little evidence to support this statement
- Archaeological impact

#### 10. Community / Public Consultation

The public consultation process this far has fallen woefully short of that required for such a large development and one which will have such a significant effect on its community , sufficient reason in itself to refuse such an application.

15/508532	40 Church Street, Boughton Monchelsea Erection of a single and two storey rear extension, formation of new side entrance and porch	6/1/15
	<b>DECISION :</b> The Parish Council has no objection to this application but would like to comment that the first floor balcony shown on the drawings would create unacceptable overlooking to adjacent properties. A juliet balcony would be acceptable but not a full balcony.	

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

15/507165	69 Church Street, Boughton Monchelsea Erection of front porch extension, two storey rear extension and insertion of first floor to rear and pitched roof to garage
15/506745	Mercedes Benz of Maidstone, Bircholt Road An application for advertisement consent for illuminated and non-illuminated signs
15/505354	Unit F3, Integra, Bircholt Road, Maidstone Variation of conditions 2 and 6 of 14/0145 (erection of 7 units for a mixture of B1, B2 and B8 uses...)
15/505335	Fairfax Units F1 and F2, Parkwood Industrial Estate, Bircholt Road, Maidstone Variation of condition 6 of 14/0145 (erection of 7 units for a mixture of B1, B2 and B8 uses....)
15/500817	Wierton Cottage, Wierton Hill, Boughton Monchelsea Demolition of existing single storey conservatory and erection of a replacement single storey extension
15/500820	Wierton Cottage, Wierton Hill, Boughton Monchelsea Listed building consent – Demolition of existing single storey conservatory and erection of a replacement single storey extension
15/508648	3 Boughton Bottom Cottages, Lower Farm Road, Boughton Monchelsea Extensions to the front, side and rear at ground and first floor level

- 15/507427            The Mulberry Tree, Hermitage Lane, Boughton Monchelsea  
Conversion and extension to existing outbuilding to provide 1 no dwelling with associated residential curtilage including the reconfiguration of car park layout to provide private access.  
Conversion of existing dwelling at first floor to provide 4 no en suite guest rooms with alterations to north side entrance with the addition of timber pergola and changes to fenestration
- 15/506408            Heinz Orchard, Wierton Hill, Boughton Monchelsea  
Change of use of land for the siting of a mobile home

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

- 15/508313            Reeve Cottage, Peens Lane, Boughton Monchelsea  
Use of annexe as a self contained dwelling to be occupied independently from Reeve Cottage. Removal of two existing sheds and greenhouse to provide parking facilities

**The following application(s) have been notified as WITHDRAWN**

- 15/507321            Roger James House, Bircholt Road, Maidstone  
Change of use to a building plant and machinery hire depot with servicing and ancillary sales

**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 Cllr Munford spoke regarding application 15/509491/TPO and noted that due to the amount of timber involved the applicant has had to seek permission from the Forestry Commission. All consultees' comments would be passed on to the Forestry Commission by MBC.

12.2 Cllrs Munford and Ellis thanked the Parish Council's planning committee, and in particular, Cllr Doug Smith, for all his hard work in producing a detailed response to the Sutton Road planning application (15/509015).

**13. Representatives' Reports:**

13.1 KALC: Cllr Ellis had nothing to report.

13.2 Allotments : Cllr Bracking stated that the track at the entrance to the allotment field had sunk and needed to be filled with stone. It was agreed that a sub committee, comprising Cllrs Bracking, Date, Brown and Munford should meet to discuss this. It was agreed that this sub committee should be given delegated powers to spend up to £500 on remedial works to the track.

**CLLR BRACKING**

- 3.3 Village Hall & Recreation Ground : Cllr Gershon stated that he was liaising with the village hall committee regarding location of the honour boards. Cllr Brown to advise on size of boards. **CLLR BROWN**

Cllr Gershon stated that Mark Price has taken over as temporary caretaker for the time being.

The committee are looking into the following issues :

- Tightening of security
- Rental income
- Business plan

Cllr Bracking expressed concern at the uncleanliness of the hall. Cllr Gershon responded that a new cleaning company had recently been engaged so hopefully this was now improving.

- 13.4 Neighbourhood Watch : Cllr Slater explained that the last NHW meeting had taken place in September, with the next planned for March. She added that the group were still trying to find a new chairman and more co-ordinators.

13.5 PACT : Cllr Date advised that there had been no recent meeting.

13.6 Bus group : Cllr Whybrow was not present at the meeting.

13.7 Conservation areas : Cllr Gershon advised that himself and Cllr Munford had met with MBC conservation officer, Mike Parkinson, regarding the three conservation areas in the parish. Cllr Gershon thought that funding may still be available however Cllr Munford clarified that funding from MBC had only been for the production of conservation area management plans.

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

14.1 Parkwood Farm reservoir update : Cllr Herrin advised that despite recent rainfall there had been no flooding in The Quarries. He added that the pipe that had been installed beneath the footpath between the Quarries and Brishing Lane seemed to be doing a good job of diverting the water and protecting the surface of the path from erosion.

Cllr Herrin noted that he would be attending a meeting with KCC to see how the Parkwood farm reservoir sluice gate can be incorporated into their emergency plan. It was agreed by all members to spend £150 to remove the metal gate in the overflow channel to make the reservoir safe.

Following much discussion it was agreed that there will be no independent operation of the sluice gate by the Parish Council. Any intention of the Parish Council to independently operate the sluice gate will require the full agreement of the Parish Council. Proposed by Cllr Ellis, seconded by Cllr Munford and agreed by all members.

14.2 North Ward update : North ward members had nothing further to report.

14.3 Linton crossroads : It was noted that Linton Parish Council had contacted the Parish Council seeking views on potential improvement works to Linton crossroads. The Parish Council's planning committee had discussed this and agreed that a comprehensive study of the junction and its traffic movements is required, with a view to making improvements that will help relieve the congestion that regularly occurs on the B2163. It was noted that this is an issue of real concern to the Parish Council and one that will only get worse with the increase in housing numbers over the months and years to come. This response had been sent to Linton Parish Council, who had advised they would be meeting with KCC's cabinet member for Environment and Transport to discuss the issue.

Cllr Ellis stated that as well as Linton crossroads, other local junctions and roads would be significantly affected by the increase in traffic from the new housing developments off Sutton Road. Of most concern to the Parish Council were :

- Linton crossroads (B2163 / A229)
- Staggered junction at 'The Plough' (B2163 / A274)
- Wallis Avenue / Sutton Road junction
- Brishing Lane

Cllr Ellis stated that these are issues that can no longer be deferred. It was agreed that a letter should be sent to KCC asking for an update on the future of these junctions and roads.

**CLERK**

14.4 Parish caretaker scheme : It was noted that Chart Sutton Parish Council had been in touch regarding the possibility of joining a collective parish caretaker scheme. Cllr Ellis proposed that the Parish Council should take no further action on this. Seconded by Cllr Munford and agreed by all members. Clerk to inform Chart Sutton Parish Council accordingly.

**CLERK**

14.5 Parish Clerk – contract and salary : It was agreed that a 3 member sub-committee should be formed to review the clerk's salary and contract. Cllrs Munford, Ellis and Evans agreed to represent the Parish Council on this.

**CLLRS MUNFORD, ELLIS AND EVANS**

14.6 Newsletter delivery : It was noted that, after many years good service, Natasha Tuck had decided not to continue with deliveries. Cllr Date advised that he had delivered the last edition of the Parish Council newsletter and this had taken him approximately 2 days and 26 miles of walking. Cllr Munford proposed increasing the sum paid for delivery to £150 per edition (3 editions per year). Seconded by Cllr Ellis and agreed by all members. Cllr Date advised that he had a family member who would be willing to do this therefore it was agreed that Cllr Date would arrange deliveries from now on.

14.7 Update on honour boards : Cllr Brown advised that he was in the process of placing an order for these, based on the sum of money previously agreed by the Parish Council.

**CLLR BROWN**

**15. Deferred items schedule :**

- 15.1 Furfield Quarry : Cllr Ellis advised that each year the Parish Council requests confirmation that the sum of money held by the custodian trustee is adequate for maintenance of the methane monitoring facility. It was agreed that the clerk should write to John Taylor requesting information on the maintenance costs compared to the capital sum available. **CLERK**

**16. Any Other Business**

- 16.1 Cllr Herrin noted that the gate post next to Lady Bessies Cottage, at the entrance to the lower Beresfords Hill footpath, was wobbly and in need of repair. Clerk to report to KCC. **CLERK**

- 16.2 Cllr Evans suggested improvements to the Christmas lights for 2016, perhaps putting lights in the existing trees on the green. Cllr Evans agreed to look into this nearer the time.

- 16.3 Cllr Evans advised of the national 'clean for the Queen' campaign and suggested a bigger and better parish spring clean could be carried out this year. Cllr Evans to action. **CLLR EVANS**

- 16.4 Cllr Gershon queried action required for the forthcoming Parish Council elections in May 2016. It was noted that MBC will instigate the process nearer the time.

- 16.5 The clerk noted that the village gateway timbers are rotting at low level, behind the flower planters. The planters need to be removed and the timbers repaired / repainted. The clerk advised that she will obtain quotes for this work for members to consider at the next Parish Council meeting. **CLERK**

- 16.6 Cllr Munford asked the clerk to chase up the contractor regarding a start date for the previously agreed work to the parish hut doors. **CLERK**

- 16.7 Cllr Ellis recorded a vote of thanks to Cllr Munford for all his hard work over the last few months while the Parish Council had been without a Parish Clerk. It was agreed by all members that Cllr Munford had done an excellent job of keeping the day to day workings of the Parish Council going during this time.

**17. Date of Next Meeting:**

The next Parish Council meeting will be held on Tuesday 1<sup>st</sup> March 2016. There being no further business the meeting closed at 9.30pm

## MINUTE 15 (Parish Council meeting 12 January 2016)

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

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 12 January 2016
16.1.07	Furfield Quarry	Methane monitoring	<p>Update reports obtained &amp; 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 &amp; 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). Clerk to write requesting financial information on cost of maintaining facility compared to capital sum available (12/1/16)</p>