

**BOUGHTON MONCHELSEA PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on 2<sup>nd</sup> September 2008**  
**In Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.30pm**

**Present:** Cllrs R. Fuller (Chairman)  
M. Bray  
I. Ellis  
K. Filmer  
S. Munford  
D. Smith  
T. Boden  
S. Witherington

Cllr Mike Fitzgerald  
Mrs L. Windless (Parish Clerk)  
PCSO Laura Shave  
Richard Hall (Action with Communities in Rural Kent)  
Residents : 5 no.

1. **Apologies:**  
Apologies were received from Cllr Mitchell (holiday), Cllr Clarke (holiday), Cllr Herrin (holiday) and Cllr Oliver
2. **Notification of late items for inclusion in the agenda:**  
Members agreed to the inclusion of item 14.10 as a late item
3. **Exempt Items (Standing Order 61):**  
Members agreed that the public and press should be excluded from the meeting during any discussion on items 10.1, 10.2 and 10.3 on the grounds of commercial sensitivity
4. **Reports from Maidstone Police / PCSO and KCC Rural Community Warden**  
PCSO Laura Shave reported crime figures from 16/7/08 to 2/9/08 :  
Seven incidents of theft (a motor vehicle, a mechanical digger, a hammock, a cash box, cash, number plates from a motor vehicle, cherries from an orchard)  
Two incidents of criminal damage (vehicle glass smashed, vehicle ignition damaged)  
One incident of attempted theft (cans of beer)

The Clerk reported that a new KCC Rural Community Warden will be starting in November but in the meantime the contact is Steve Taylor

**14. Items for discussion**

- 14.1 Local needs affordable housing : presentation by Richard Hall  
Richard Hall (Rural Housing Enabler from 'Action with Communities in Rural Kent') addressed the meeting. He explained the concept of local needs affordable housing and stressed that this housing is only for people who have a strong connection to the village. He explained that the first stage would be to undertake a (free of charge) housing needs survey to find out if there is a need for affordable housing. If a need was identified the next step would be to identify possible sites, select the preferred

site and then develop a scheme accordingly. Cllr Ellis proposed that a housing needs survey be carried out. Seconded by Cllr Filmer. All agreed. Questionnaire to be sent out with next Parish Council newsletter. Clerk to liaise with Richard Hall

**CLERK**

**5. Open Quarter:**

A resident asked when the ditch clearing work adjacent to the woodyard in The Quarries was going to start. The clerk advised that this work had been on hold during the growing season but could now commence. Clerk to contact 'KITS' regarding a start date

**CLERK**

The same resident queried progress regarding transfer of land from the Skinner Trust to the Boughton Monchelsea Amenity Trust. Cllr Ellis advised that the case is currently in court

Alister Russell, landlord of The Albion pub introduced himself and spoke of his plans to reposition the bench in the pub car park beneath a new pagoda. Cllr Bray and the clerk agreed to meet with Mr Russell to agree a suitable location

**CLERK**

Mr Russell discussed his plans for a farm style shop in the small stone building to the rear of the pub. Councillors were all in support of this idea.

Mr Russell explained that since the recent complaints about late night noise from the pub he has been making efforts to reduce problems by fitting secondary glazing and by filling voids etc.

**6. Declarations of Interests:**

No interests were declared

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

The minutes of the meeting held on 15 July 2008 were agreed as correct.

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

The contents of the Clerk's Report were noted. As an update the clerk explained that a methane monitoring report for Furfield Quarry had now been received. Cllr Ellis stated that a report should be requested annually from now onwards. Clerk to include in deferred items schedule to ensure this does not get overlooked **CLERK**

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

No matters arising

**10. Finance Report:**

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

L. Windless	Clerk's expenses	58.59
J. Marsh	NHW grant	30.00
Public Works Loan Board	Loan	4.74
RIP Cleaning Services	Dog bin emptying / July	37.84
L. Windless	Clerk's salary	1613.63
Village Hall Committee	Room hire	54.00
Wilson Tree Surgery	Tree surgery on Green	141.00

**Receipts:**

Village hall committee	Youth shelter / paths / bins	3011.50
HMRC	VAT refund	4352.22

**Balances as at 15 July 2008:**

Current Account	26156.70
Business Reserve	16250.77
National Savings	51874.02
<b>Total Financial Assets</b>	<b>94281.49</b>

The statement was agreed as a true record.

Cllr Filmer stated that the dog waste bin in Haste Hill Road is becoming full well before it is emptied each time. Clerk to arrange with RIP Cleaning for more frequent emptying of this bin  
**CLERK**

**11. Correspondence:**

- 11.1 Audit Commission : audit of 2008 annual return : The clerk reported that a letter had been received from the Audit Commission querying relatively high value of year end balance. Cllr Ellis advised that this query was brought up each year by the auditors and that a response should be sent back as previous years explaining that reserves of money are in place to fund significant capital schemes such as Beresfords Hill footway and the new parish office  
**CLERK**

**12. Planning Report:**

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

**Items dealt with by the Planning & Licensing Committee:**

		<b>MBC notified</b>
MA/08/1352	The Poppies, Cliff Hill, Boughton Monchelsea Applicant : Mr Cheeseman Conversion of existing double garage to habitable room space, erection of a ground floor link extension and first floor extension <b>DECISION</b> : No objection / comment	5/8/08
MA/08/1380	Parkwood Industrial Estate, Cuxton Road Applicant : Mr Holt An application for advertisement consent for the installation of an internally illuminated aluminium box sign <b>DECISION</b> : No objection / comment	5/8/08
MA/08/1331	6 Church Street, Boughton Monchelsea Applicant : Mr Wright Erection of a front entrance porch and single storey rear extension <b>DECISION</b> : No objection / comment	5/8/08
MA/08/1412	Brishing Court Barn, Brishing Lane, Boughton Monchelsea Applicant : RF & JK Woodgate	5/8/08

	Listed building consent for internal alterations, replacement of entrance doors and erection of first floor fire exit with external gallery and staircase <b>DECISION</b> : No objection / comment	
MA/08/1413	Brishing Court Barn, Brishing Lane, Boughton Monchelsea Applicant : RF & JK Woodgate Planning application for the replacement of entrance doors and erection of first floor fire exit with external gallery and staircase <b>DECISION</b> : No objection / comment	5/8/08
MA/08/1459	8 Meadow View Road, Boughton Monchelsea Applicant : Miss Potter Erection of a single storey rear extension <b>DECISION</b> : No objection / comment	18/8/08
MA/08/1461	Wierton Cottage, Wierton Hill Applicant : Drs Lewis & Jessel An application for listed building consent for changes to the internal layout, ceiling insulation and external flat roof repairs <b>DECISION</b> : No objection / comment	18/8/08
MA/08/1514	Whiteways Farm, Hermitage Lane, Boughton Monchelsea Erection of agricultural cart shed <b>DECISION</b> : No objection / comment	18/8/08
MA/08/1494	Land SE Parkwood Ind Est, Langley Park Farm West, Bircholt Road, Maidstone Change of use of land and erection of depot facility to include general storage, servicing and storage of vehicles and ancillary offices with associated parking, access and landscaping <b>DECISION</b> : Decision pending	
MA/08/1551	75 The Quarries, Boughton Monchelsea Loft conversion with front and rear gables <b>DECISION</b> : Decision pending	
MA/08/ TEMP/0047	New Line Learning Academy, Boughton Lane, Maidstone. Demolition of existing school buildings, erection of new academy, including erection of new 6 court sports hall, erection of vocational centre, re-provision of outdoor playing pitches, new 6 court MUGA, 153 car parking spaces, 150 bicycle spaces, strategic landscaping works and associated circulatory access roads <b>DECISION</b> : Decision pending	

**Items dealt with under delegated authority:**

None

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

- MA/08/1138 30 Firmin Avenue, Boughton Monchelsea  
Erection of a first floor rear extension
- MA/08/1283 Lothlorien Cottage, Bottlescrew Hill, Boughton Monchelsea  
Alterations to fenestration including new bay window and French doors to front elevation and removal of 2 velux windows

**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 :**

- MA/07/1443 F. Wilson  
Le Portel, Heath Road, Boughton Monchelsea  
Outline application for the demolition of existing bungalow and erection of a detached two storey dwelling  
**DECISION** : Appeal dismissed
- MA/07/1358 J & C Gibson  
The Oast, Brishing Lane, Boughton Monchelsea  
Amendments to planning permission MA/04/0525 to retain existing lean-to and create by conversion a utility, family room and garage within this space  
**DECISION** : Appeal dismissed
- MA/07/1403 P Webb  
Land at Rabbits Cross, Chart Hill Road, Chart Sutton  
Change of use of land to residential caravan site and stationing of two static caravans, one touring caravan and extension of existing hard standing  
**DECISION** : Appeal allowed

12.1 Cllr Filmer expressed concern that some concrete slabs / footings have been constructed in the back garden of Le Portel on Heath Road. It was agreed by all councillors to write to the planning authority regarding this issue requesting clarification on whether any planning breach has occurred. Proposed by Cllr Filmer, seconded by Cllr Ellis. **CLERK**

12.2 Councillors queried whether the verandah is going to be put back on the front of Mount Cottage in Bottlescrew Hill following recent building works to the property. Clerk to check details of planning application and query with planning authority **CLERK**

### 13. **Representatives' Reports:**

13.1 KALC : Cllr Ellis had nothing to report

13.2. Allotments :

13.2.1 The clerk reported that ground has now been prepared for four new allotments and that allotments will now be allocated to those on the waiting list who live within the parish

13.3 Village Hall & Recreation Ground :

13.3.1 The clerk reported that the original contract with Reliance was for a minimum six month period with 3 months notice required to terminate. The contract commenced on 10/6/08 therefore notice should be given by 10/9/08 if the contract is to be terminated in December. Cllr Ellis proposed that notice be given to terminate the contract with Reliance. Agreed unanimously. Clerk to forward Reliance invoices to village hall committee for reimbursement to Parish Council **CLERK**

13.3.2 Cllr Bray advised that a village hall caretaker has recently been appointed

13.4 Neighbourhood Watch : Nothing to report

13.5 S&W Maidstone Traffic Management Partnership (TRAMP) : Nothing to report

13.6 Local Board : Nothing to report

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

14.2 Flood action plan : survey quotes, sub committee : Covered in item 10.3 (exempt item)

14.3 Land at rear of the vicarage : It was unanimously agreed by all councillors that there should be no response to this item

14.4 Tree surgery : Walk Meadow : Covered in item 10.1 (exempt item)

14.5 Village gateways : Planters : The clerk reported that the planters have been ordered and that she is awaiting approval from Highways prior to arranging delivery **CLERK**

14.6 Marlpit bus stop : The clerk reported that the scheme had been submitted to Highways on 11/8/08 and that a response had been received on 26/8/08 stating that details have been forwarded to transportation department and that they are currently awaiting a decision on funding. Further response received on 1/9/08 stating that the scheme has been submitted and a decision is expected imminently. Clerk to chase **CLERK**

14.7 Bus Group : Update : No further progress has been made

14.8 Well restoration : Cllr Bray to action. The clerk advised that Steve Waring will shortly be removing the dead tree(s) adjacent to the well **CLLR BRAY**

14.9 The Albion : Bench in car park : Covered in item 5

14.10 Ball wall : application for youth opportunity grant : Cllr Filmer is progressing

**CLLR FILMER**

**15. Deferred Items Schedule:**

It was agreed that the following items should be deleted from the deferred items schedule : Trees (Walk Meadow – BMAT) & Flooding : The Quarries. The two Boughton Court items are to be amalgamated in the schedule

**CLERK**

**16. Any other Business:**

16.1 The clerk stated that the next newsletter would be sent out at the end of September and asked if any councillors had information to be included (copy date 15/9/08). Cllr Filmer requested that litter pick on 25<sup>th</sup> October be included and information on purchasing additional green bags

**CLERK**

16.2 The clerk queried who has responsibility for arranging repairs to playground equipment. Cllr Ellis advised that the Parish Council should arrange and pay for this rather than the recreation ground committee

**CLERK**

16.4 The Clerk confirmed the date for Carols on the Green as 15/12/08

16.3 Cllr Fuller advised that hedges / shrubs are encroaching onto the footpath at the back of numbers 1 & 2 Joywood. Cllr Filmer advised similar problem at front of 13 Haste Hill Road and Coombe Bank House in Old Tree Lane. Clerk to write letters asking that hedges / shrubs be cut back accordingly.

**CLERK**

16.4 Cllr Boden queried why the land between Pested Bars Road and Cliff Hill is fenced off. Councillors advised that this land has been prepared by Wards as a nature reserve for protected species

16.5 Cllr Filmer advised that two accidents have occurred recently at the junction between Church Street, Haste Hill Road and Green Lane. Correspondence to be sent to Kent Highway Services asking for road markings to be renewed and a review of signage in the area to be carried out

**CLERK**

16.6 Cllr Filmer stated that a caravan has been parked on the road in Church Street near to the Post Office for some time and queried whether this is legal. Clerk to investigate

**CLERK**

16.7 Cllr Bray advised that developers' heras fencing at the end of Shaw Stream has fallen over. Clerk to write to Wards / Wimpey requesting that it be reinstated

**CLERK**

16.8 Cllr Fuller stated that installation of kerbs is required to Bottlescrew Hill to prevent vehicles hitting the ragstone wall at the top of Honey Mellow Barn. Clerk to include on list for Highways liaison meeting.

**CLERK**

17. **Date of Next Meeting:**

The next meeting will be held on Tuesday 4 November 2008. There being no further business, the meeting was closed at 9.55 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)
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)
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)