

BOUGHTON MONCHELSEA PARISH COUNCIL

Minutes of the Parish Council Meeting held on 7th March 2012 In Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.30pm

Present:

Cllrs S. Munford (Chairman)
L. Date
C. Bracking
S. Evans
P. Herrin
I. Ellis
J. Lewis
D. Smith
K. Williams

Cllr Mike Fitzgerald
Parish Clerk

1. **Apologies:**

Apologies were received from Cllr Bray, Cllr Thompson, Cllr Clarke, Cllr Oliver, Cllr Witherington, Cllr Rob Field, PCSO Richard Chainey and KCC Warden, Liz Lovatt.

2. **Notification of late items for inclusion on the agenda**

The following late items were agreed :

Item 14.10 MBC draft community development strategy

Item 14.11 KCC consultation on development and infrastructure

3. **Standing Order 61: To decide whether the public and press should be excluded from the meeting for any item.**

No exempt items

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

PCSO Richard Chainey was not at the meeting but had provided crime figures to the clerk in advance, as follows :

January / February 2012 – six crimes overall including two incidents of theft, three incidents of burglary and one incident of criminal damage

Over the same period in 2011, 18 crimes were committed.

In his written report, PCSO Chainey advised that he would be leaving the area on 19th March to take on a new patch and that his replacement would be PCSO Matt Thomas.

KCC Warden, Liz Lovatt had provided a written report in advance of the meeting and this is summarised as follows :

- Litter : Please can people use litter bins provided or take their rubbish home. Liz collected approximately 30 sacks of litter from woodland adjacent to Roman Way and 10 sacks from other parts of the parish. Pupils at Five Acre

Wood school also did a fantastic job of tidying up an area near Boughton Lane, collecting another 12 sacks. Flytipping can be reported to MBC Environmental Services on 01622 602162

- Charity Bags : Kent Trading Standards have recently become aware of fake charity collection bags, branded 'AIR AMBULANCE SERVICE'. Trading Standards can be contacted via Consumer Direct on 0808 156 2256
- Scam phone calls : Kent Trading Standards are warning consumers to be wary of scam phone calls from someone claiming to be from Microsoft and offering to fix computer problems for a fee of £200 to £300.
- Theft : There has been a theft of a garden statue and a theft of a vehicle in Haste Hill Road. A bicycle was found in a garden this week and has been handed in to Kent Police

Cllr Munford thanked Liz Lovatt for the fantastic job she did recently in clearing litter from the woodland adjacent to Roman Way.

5. **Open Quarter:**

No residents were present at the meeting.

The clerk advised that an e-mail had been received from a resident advising of potholes in Green Lane and that the resident had reported these directly to Kent Highways. The resident had also advised that Stockett Lane doctors surgery now has a Patient Participation Group comprising of a committee of twelve and the surgery are encouraging all others who use the surgery to join the virtual group for e-mail updates. The aim of the group is to ensure proper patient representation in decisions regarding the range and quality of services provided by the practice. It was agreed that this information would be posted on the Parish Council website.

CLLR WITHERINGTON

6. **Declarations of Interests:**

No interests were declared

7. **Matters outstanding from minutes (1 November) not included in agenda:**

Item 13.6 Bus group : It was noted that Cllr Thompson had attended the meeting on 16th January. Cllr Bracking agreed to take over the role of bus group rep following the recent resignation of Nigel White from the Parish Council. The clerk handed over the bus group file to Cllr Bracking.

Item 14.2 Localism Bill : Cllr Ellis spoke regarding the possibility of the Parish Council employing a planning consultant to assist in the process of producing a Policy Statement to guide the further development of the Parish. Cllr Ellis tabled a list of potential consultants and proposed that a number of these be selected by the Parish Council and invited to register their interest in tendering for the work. Seconded by Cllr Smith, agreed by all members. Following discussion, four consultants were selected from the list. Clerk to write to these accordingly. Cut off date for expressions of interest to be one month from date of letter. **CLERK**

Item 14.2 Parish Assets : Cllr Lewis confirmed that the production of a Parish Asset list was ongoing. **CLLR LEWIS**

Item 16.3 Parkwood Farm reservoir : It was agreed that a legal agreement should be set up to ensure that the Parish Council would always be able to gain access to the reservoir to control the weir in the event of a potential flood situation. Cllr Herrin to progress with the Parish Council's solicitor.

CLLR HERRIN

8. Mintues of the meeting held on 12 January 2012:

The minutes of the meeting held on 12 January 2012 were agreed as correct. Proposed by Cllr Ellis, seconded by Cllr Date. Agreed by all Councillors.

9. Clerk's report

The contents of the clerk's report were noted.

Furfield Quarry : It was noted that a financial appraisal was required to ensure that sufficient funds were available to continue dealing with the methane issue. It was agreed that the clerk should write to the Borough Council accordingly, stating that this had been agreed at the recent meeting between MBC and the Parish Council.

CLERK

Albion Inn : It was noted that the butchers sign at the Albion Inn had still not been removed despite previous complaints to MBC planning enforcement. Clerk to chase.

CLERK

Brishing Lane footpath : It was noted that the construction of the new footpath along the east side of Brishing Lane was almost complete. Cllr Munford thanked Cllr Williams for all her hard work in bringing this project to fruition.

10. Finance Report:

Payments since last meeting (incl VAT) :

Clerk	Stamps, agenda printing	38.24
RIP Cleaning Services	Dog bin emptying / December	54.00
I. Ellis	Light bulbs for Christmas tree on The Green	212.10
S. Munford	Gift for resident opening Beresfords Hill footpath, ribbon for opening ceremony, xmas gift from PC to clerk	58.49
R. Varga	Repair work to village sign on The Green and gates to Church Street play area. Erection of signs to Beresfords Hill footpath	250.00
S. Witherington	Annual renewal of Parish Council website domain name	23.99
Kent County Council (KCS)	Newsletter printing	596.31
Village hall committee	Hall hire	25.50
Village hall committee	Annual rent – Parish Office	522.98
Public Works Loan Board	Loan for purchase of allotments	4.74
J. Britcher tree services	Parkwood Farm reservoir – tree work	360.00

RIP Cleaning Services	Dog bin emptying / January	43.20
Clerk	Clerk's salary and expenses	1632.89
S. Munford	Expenses - mileage	46.80
Village hall committee	Hall hire	12.75

Receipts:

Maidstone Borough Council	Parkwood Farm reservoir – reimbursement of grant monies	4800.00
Kent County Council	Grant from Cllr Hotson's member highway fund – Beresford's Hill footpath	2000.00
Maidstone Borough Council	Parkwood Farm reservoir – reimbursement of grant monies	780.00

Balances as at 1 March 2012 :

Current Account	22487.57
Business Reserve	423.62
National Savings	277.21
Total Financial Assets	23188.40

Cllr Lewis proposed that the above financial statement be accepted. Seconded by Cllr Smith, agreed by all members.

11. Correspondence:

11.1 St Peter's Church – responses to issues raised at PCC meeting 19/1/12 : Cllr Munford noted that he had attended the Parochial Church Council meeting on 19th January and that the following items had been discussed :

War memorial – The Community Plan produced by the Parish Council had indicated a desire by parishioners for a second war memorial within the parish and the church had been consulted on this

Wild flowers – The church had advised that there would no longer be a section in the churchyard left for wildflowers to grow freely

Churchyard extension – Cllr Munford proposed that a representative from the church should be invited to the next Parish Council planning meeting to speak regarding their proposals for an extension to the churchyard. Seconded by Cllr Smith, agreed by all members. **CLERK**

Grant to PCC for maintenance of churchyard – Thanks were expressed by the church for the annual grant given for grass cutting to the churchyard.

11.2 MBC – Land request – public gypsy and traveller site : It was noted that a letter had been received from MBC asking for information on any areas of land that the Parish Council might be aware of that could be available for purchase for use as public gypsy and traveller sites. Cllr Munford suggested that the Borough Council should be looking at urban areas as well as parishes. Cllr Munford proposed submitting the following response to MBC. Seconded by Cllr Smith, agreed by all members.

'The Parish Council have carried out a review and in view of the number of private gypsy and traveller pitches within the parish, Boughton Monchelsea is not in a position to accommodate any public pitches. In addition to this if any landowner did

offer land within the parish to the Borough Council for this use, the Parish Council would strongly resist this.’

CLERK

11.3 Mr William Brown – application to be co-opted on to the Parish Council : Cllr Munford thanked Mr Brown for his application. It was noted however that Parish Council elections would be taking place on 3rd May and due to the closeness of this Mr Brown should complete election papers for submission to Maidstone Borough Council rather than be co-opted at this time. Clerk to provide election papers to Mr Brown for his completion.

CLERK

12. **Planning Report:**

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

		MBC notified
MA/11/2132	Freedoms Hall, Gandys Lane, Boughton Monchelsea Applicant : Mr Lintern Erection of two storey rear extension DECISION : No objection / comment	12/1/12
MA/11/1933	Wierton Hill Farm, Wierton Hill, Boughton Monchelsea Applicant : Mr Thirkell Construction of detached steel frame agricultural building with solar panel roof over DECISION : No objection / comment	8/2/12
MA/12/0003	Brishing Court Barn, Brishing Lane, Boughton Monchelsea Applicant : Mr Blundell Installation of two 4kWh photovoltaic arrays DECISION : no objection / comment	21/2/12
MA/12/0018	Unit 6, Cuxton Road Industries, Cuxton Road, Maidstone Applicant : TKO Kick Boxing Change of use from class B1 to class D2 DECISION : No objection / comment	21/2/12
MA/12/0150	Cherry-Tree Park, Church Hill, Boughton Monchelsea Applicant : Mr Boswell Retain extension of internal access road and parking spaces DECISION : No objection provided that the integrity of the ancient earthworks is not jeopardised	21/2/12
MA/12/0155	Gravitts Cottage, Peens Lane, Boughton Monchelsea Applicant : Mr White Erection of first floor rear extension DECISION : No objection / comment	21/2/12
MA/12/0199	Kent Police Training Centre, Coverdale Avenue, Maidstone Applicant : Kent Police Installation of new doors and windows to south elevation DECISION : No objection / comment	21/2/12
MA/12/0249	16 Church Street, Boughton Monchelsea Applicant : Ms Warboys	--

Application for a new planning permission to replace extant permission MA/09/0088 (Erection of a two storey side extension) in order to extend the time limit for implementation

DECISION : Not yet decided

The following applications have been APPROVED by MBC :

- MA/10/1704 Parkwood Reservoir, Parkwood Farm, Brishing Lane, Boughton Monchelsea
Rebuilding of existing weir and associated earthworks
- MA/11/1505 Land to the south of Coombe Bank, The Piggery, Old Tree Lane, Boughton Monchelsea
Retention of replacement stable building, retention of 2 no pig sty buildings and formation of new areas of hardstanding
- MA/11/1932 Former Whatman Site, Parkwood Industrial Estate, Bircholt Road, Maidstone
Advertisement consent for the installation of 1 no non-illuminated fascia sign
- MA/11/1933 Wierton Hill Farm, Wierton Hill, Boughton Monchelsea
Construction of detached steel frame agricultural building with solar panel roof over
- MA/11/2016 Stilebridge Paddock, Stilebridge Lane, Linton
An application for the approval of details pursuant to conditions relating to MA/10/1555 (use of land for the stationing of two mobile homes and two touring caravans for gypsy / traveller occupation and the keeping of horses....)

The following applications had been REFUSED by MBC:

- MA/11/2132 Freedoms Hall, Gandys Lane, Boughton Monchelsea
Erection of a two storey rear extension

The following application(s) have been notified as WITHDRAWN

None

The following APPEALS have been notified:

None

The following APPEAL DECISION(S) have been notified :

None

The following APPEALS have been notified as WITHDRAWN:

None

- 12.1 It was noted that the recent planning application relating to Freedoms Hall in Gandys Lane (MA/11/2132) had been refused by the Borough Council as it was deemed that the development would be harmful to the character of the countryside, contrary to policies ENV28 and H33 of the Maidstone Borough-Wide Local Plan 2000 and CC1 and CC6 of the South East Plan 2000.

12.2 It was noted that the architect involved in the proposed Langley Park housing development had been in touch with the clerk to request that they be allowed to present the proposed scheme to members. It was agreed that this request should be met. Clerk to arrange suitable meeting date. It was noted that approximately 95% of the site of the proposed scheme was in the parish of Boughton Monchelsea

CLERK

13. Representatives' Reports:

13.1 KALC: Cllr Ellis advised that the concurrent functions grant from MBC for 2012/13 would be the same as for 2011/12, i.e. a 30% cut on the 2010/11 grant. He added that the Parish Services Scheme would follow this in 2013/14. Cllr Fitzgerald stated that there was nothing in MBC's budget for the Parish Services Scheme for the financial year 2013/14. Cllr Ellis proposed writing to all Maidstone Borough Councillors asking for their views on this fact. Seconded by Cllr Smith, agreed by all members.

CLERK

Cllr Munford noted that KALC had been successful in delaying another 30% cut in the concurrent functions grant and thanked Cllr Ellis for his part in achieving this.

13.2 Allotments : Cllr Bracking advised that the Allotment Society had held its first AGM on 4th March and that thirty people had attended. He added that working parties were being set up to tackle various tasks at the allotments and that the society would be having a stall at the Diamond Jubilee fete in June.

13.3 Village Hall & Recreation Ground: Cllr Bray was not at the meeting. It was noted that Cllrs Ellis and Smith would attend the village hall committee AGM on 23rd March.

13.4 Neighbourhood Watch: Cllr Williams expressed concern at the possible under reporting of crime due to lack of insurance cover. It was noted that all crimes should be reported to the Police, whether residents have insurance or not.

13.5 PACT : Cllr Date stated that he had attended the last PACT meeting and that a new Speedwatch database had been discussed whereby information on speeding drivers would be made available to all parishes, not just the parish each driver had been caught speeding in.

Cllr Date stressed that more Speedwatch volunteers were needed but that it was taking a long time for new volunteers to be trained. It was agreed that Cllr Date should advise the clerk further on this so that correspondence could be sent to the Police accordingly.

CLLR DATE / CLERK

Cllr Date agreed to take over the role of PACT rep from Cllr Oliver.

13.6 Bus group : Cllr Fitzgerald noted that from 4th April there would be a loss of bus service during the week. It was agreed that correspondence should be sent to KCC, expressing concern at this

CLERK

13.7 Queen's Diamond Jubilee Celebrations : Cllr Munford stated that the Jubilee committee had met twice and that the main day of celebration would take place on 4th June with events on the recreation ground and a parade from the village green. He noted that there would be an auction of promises taking place to raise funds for the event and that £700 had already been raised from a quiz night.

14. Items for Discussion:

14.1 Parkwood Farm reservoir scheme : Cllr Herrin stated that the Army had now completed the earthworks for the project and that this had saved the Parish Council a substantial sum of money. He added that the contract for the weir construction work had now been let and that an emergency action plan would need to be put in place. The estimated cost to the Parish Council for the whole scheme over and above the DEFRA grant money would be between £20,000 and £25,000, assuming no unforeseen circumstances.

Cllr Herrin advised that the Environment Agency had agreed to link Parkwood reservoir in with their local system such that the Parish Council would be advised in the event of rising water levels.

Cllr Munford stated that as well as providing plant and labour free of charge, the Army had also not charged the Parish Council for diesel to fuel the plant. Cllr Munford requested that the clerk send a letter of thanks to the Army for carrying out the earthworks. Cllr Ellis thanked Cllr Munford for organising the Army to carry out this project. **CLERK**

To highlight how much paperwork had been required to bring the project to fruition, Cllr Herrin advised that twenty reports had had to be produced in order to satisfy the relevant authorities. He noted that the cost to the Parish Council in terms of consultants fees had been in the region of £20,000.

14.2 Parish Council newsletter : Cllr Thompson had provided members with various options for future production of the Parish Council newsletter :

Option	Details	Approx cost per print run
1	A5 stapled booklet. Stiffer cover in full colour. Inside pages in black print	£525
2	A5 stapled booklet. Stiffer cover in black. Inside pages in black print	£332
3	A5 stapled booklet. All paper same grade. Black print only	£289

Cllr Ellis proposed proceeding with option 2. Seconded by Cllr Lewis, agreed by All members. It was agreed that no advertising should be allowed in the Parish Council newsletter
CLLR THOMPSON

14.3 Annual Parish Meeting – agenda, arrangements : It was agreed that an extraordinary meeting of the Parish Council should be arranged for early April to discuss and agree arrangements for the forthcoming Annual Parish Meeting.
CLERK

14.4 Improvements to Church Street : It was agreed to defer this item until the next meeting

14.5 Number 59 bus service : Covered in item 13.6 above

14.6 Awards : Cllr Munford proposed that an annual ‘Parishioner of the Year’ award be made at the Annual Parish Meeting each year. Agreed by all members. It was suggested that in future years parishioners could be asked to nominate possible candidates for this award via the Parish Council newsletter and website with the Parish Council deciding on the winner each year. Recipient of this year’s award to be further discussed at the extraordinary meeting in April.

14.7 Brishing Lane – road safety issues : Cllr Munford noted the presence of the new nursery school on Brishing Lane and spoke regarding the possibility of a 20mph zone being introduced at this location. Cllr Williams advised that there was a 20mph pilot scheme ongoing in the Maidstone area but the results of this would not be available for another year and a half. It was agreed that this item should be added to the deferred items schedule.
CLERK

14.8 Business Fayre : It was agreed that a business fayre within the parish would be welcomed but that the Parish Council would not need to have any input into this.

14.9 Parish Council website : Various day to day issues regarding the website were discussed.

14.10 MBC draft community development strategy : It was agreed that a sub-committee of members should meet to discuss and agree a response to this consultation. Cllrs Smith, Evans, Bracking, Thompson and Munford agreed to meet accordingly. Clerk to return response.
CLERK

14.11 KCC consultation on development and infrastructure : As 14.10 above. **CLERK**

15. Deferred items schedule :
Nothing to discuss

16. Any Other Business :

16.1 Following the recent resignation of Nigel White, Cllr Lewis agreed to take over responsibility for managing any issues relating to the footpaths within the parish

16.2 Following the recent resignation of Nigel White, Cllr Bracking agreed to take over responsibility for managing any issues relating to Tree Preservation Orders within the parish

17. Date of Next Meeting:

The next meeting will be held on Tuesday 15th May 2012 in the main hall of the village hall. There being no further business, the meeting was closed at 9.40pm.

MINUTE 15 (Parish Council meeting 7 March 2012)

SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 7 March 2012
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)
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.
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.