

BOUGHTON MONCHELSEA PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7pm on 5th September 2023
in the main hall of Boughton Monchelsea village hall, pursuant to notice.

Present:

Cllrs S. Munford
A. Humphryes
R. Garland
D. Redfearn
J. Green
C. Jessel
S. Lane
D. Smith
L. Date

Parish Clerk

KCC Warden, Liz Lovatt (part of meeting only)

MBC Borough Councillor, Sue Grigg (part of meeting only)

1. **Apologies:** Apologies were received from the following members. Reasons for apology are noted in brackets : Cllrs Skinner (family), Edmans (work), Wilde (work) and Martin (holiday). Apologies were also received from KCC members, Cllr Lottie Parfitt-Reid and Cllr Gary Cooke and MBC member, Cllr Dan Wilkinson.
2. **Filming of meetings : Request for notification of whether any person intends to film, photograph or record any item**
No intention to film the meeting was expressed.
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.
5. **Reports from PCSO / KCC Community Warden / KCC Councillors**
The clerk had compiled the crime figures from the e-watch.co website. During June, July and August there had been 2 reported crimes in south ward (one incident of attempted criminal damage and one incident of criminal damage, both at business premises) and 7 reported crimes in north ward (cars damaged, cherries stolen, residential property damaged, number plates stolen and motorbikes stolen). It was also noted that the chain and padlock from the village hall car park gates had been stolen.

Thanks were expressed to outgoing KCC Warden, Liz Lovatt for all her hard work over the years. Members congratulated her on her new role within social services and wished her well for the future. It was noted that KCC Warden team leader,

Sandra Edmonds would be covering Boughton Monchelsea, going forwards. The clerk had already publicised her contact details on the website and social media.

Liz Lovatt left the meeting at this point.

6. County Councillor updates

Neither Cllr Parfitt-Reid nor Cllr Cooke were present at the meeting.

7. Borough Councillor updates

Cllr Munford provided an update on the MBC Local Plan review. He added that the Governance review relating to parish boundaries would be discussed at an MBC meeting on 13th September and noted that cabinet had decided not to fund the road improvement works at Linton crossroads.

8. Open Quarter :

No members of the public were present at the meeting.

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

The clerk noted that she had received dispensation requests from Cllrs Green and Lane relating to voting on BMAT matters and setting the precept. Both dispensations were agreed for each member.

As BMAT trustees, all members present (except Cllr Munford) were given dispensation to discuss and vote on any items relating to BMAT.

10. Matters outstanding from minutes (4th July 2023 and 11th July 2023) not included in agenda:

4th July meeting :

14.3 MBC boundary review consultation : It was noted that Cllrs Munford and Smith had responded to the consultation on behalf of the Parish Council

11. Minutes of the meetings held on 4th July 2023 and 11th July 2023. Agreement of and signature by Chairman of the Parish Council :

Cllr Humphryes proposed that the minutes of the Parish Council meetings held on 4th July 2023 and 11th July 2023 be approved as correct. Seconded by Cllr Garland and agreed by all members except Cllrs Green and Lane who were not Parish Councillors at the time of the meetings. The minutes were signed by Cllr Munford.

12. Clerk's report

The contents of the clerk's report were noted and the clerk provided a verbal update as follows :

- MBC have advised that the Parish Council can now co-opt a new member to fill the casual vacancy created by the recent north ward resignation

13. Finance

Payments from current account since last meeting (incl VAT) :

Safeplay	Play area inspection	63.00
Parish Clerk	Clerk's June salary – paid by standing order	1,600.00

Parish Clerk	Clerk's June salary – paid by bank transfer	38.63
Parish Clerk	Clerk's June expenses	55.58
HMRC	Tax and NI - June	437.94
John Cook	Works to new coffee shop (village hall restricted funds)	2,732.60
Core Landscape	Parking markers for grass grid (village hall restricted funds)	64.32
Zurich	BMAT annual insurance premium (BMAT)	997.46
Nat West	Bank fees	5.25
John Cook	Extension to village hall car park (village hall restricted funds)	12,967.30
Gill Turner Tucker	Legal fees – amendment to village hall trust deed	698.40
Village hall comm.	Hall hire	8.00
Iden Signs	Photos for village hall coffee shop (village hall restricted funds)	374.40
Irwin Smith Ltd	Village hall plumbing works (village hall restricted funds)	2,016.00
Pro Global	Furniture for village hall coffee shop (village hall restricted funds)	1,735.44
G Saxby	Pond liner for Walk Meadow	500.00
Safeplay	Play area inspection	63.00
BMAT	Loan to BMAT	21,000.00
Admin support	Delivering letters	20.00
R. Stroud	Railings to village hall car park (village hall restricted funds)	5,560.00
A. Humphryes	Fridge and freezer for new coffee shop (village hall restricted funds)	1,236.04
Iden Signs	Lettering for coffee shop sign (village hall restricted funds)	165.60
Wynsdale Waste	Dog bin emptying	105.96
Nat West	Bankline fees	88.55
CSG Global	A4 copier paper	27.49
MJB Profiles	Stainless steel cover plate (village hall restricted funds)	165.91
John Cook	Village hall extension – final stage payment (village hall restricted funds)	7,736.87
Wynsdale Waste	Dog bin emptying	105.96
E J Rawlins	Fire retardant treatment for wood panelling in village hall coffee shop (village hall restricted funds)	206.63
Hop Engineering	Aluminium angles for village hall (village hall restricted funds)	185.71
Parish Clerk	Clerk's July salary – paid by standing order	1,600.00
Parish Clerk	Clerk's July salary – paid by bank transfer	38.83
Parish Clerk	Clerk's July expenses	56.43
HMRC	Tax and NI - July	437.74
Nat West	Bank fees	5.60
Churchill Security	Fire alarm system to village hall (village hall restricted funds)	4,386.00
Village hall comm.	Hall hire	53.50

R. Bickerstaff	Hall decoration (village hall restricted funds)	1,000.00
Irwin Smith Ltd	Village hall plumbing work (village hall restricted funds)	720.00
Pro Global	Furniture for village hall coffee shop (village hall restricted funds)	728.88
Nat West	Bankline fees	90.35
Wynsdale Waste	Dog bin emptying	105.96
Wire Fence	Gabions for village hall car park (village hall restricted funds)	179.91
Safeplay	Play area inspection	63.00
Torcal Ltd	Structural engineering inspection (village hall restricted funds)	660.00
Corker Outdoor Ltd	Gabion stone for village hall car park (village hall restricted funds)	156.00
Parish Clerk	Clerk's August salary – paid by standing order	1,600.00
Parish Clerk	Clerk's August salary – paid by bank transfer	38.63
Parish Clerk	Clerk's August expenses	53.33
HMRC	Tax and NI - August	437.94

Receipts into current account since last meeting:

Allotment leaseholder	Allotment rent	79.50
R. Martin	Sale of leftover grass grid from village hall car park	575.00
Village fete	Village fete committee funds (held temporarily by the Parish Council)	10,225.71

Payments from BNG account since last meeting:

None

Receipts into BNG account since last meeting:

None

Balances as at 30th August 2023 :

Current Account	162,987.18
BNG Funds Account	70,913.43
Business reserve	436.06
National Savings	308.27
Total Financial Assets	234,644.94

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

13.2 Budget monitoring report : Cllr Jessel proposed that the budget monitoring report to 30th August 2023 be accepted. Seconded by Cllr Redfearn and agreed by all members.

14. Correspondence:

14.1 St Peter's Church – donation towards churchyard grass cutting :

The clerk advised that a letter had been received from the church requesting an increase in the annual donation from the Parish Council towards churchyard grass cutting.. Following discussion, Cllr Munford proposed that a response be sent stating that the Parish Council will consider the request next year when setting the budget. Seconded by Cllr Date and agreed by all members. It was also agreed that the clerk should ask how much the church spends in total on grass cutting each year and request details of the grounds maintenance regime. **CLERK**

14.2 KCC - Warden Consultation : It was agreed that the clerk and Cllr Munford should respond to this consultation on behalf of the Parish Council.

CLERK / CLLR MUNFORD

14.3 MBC – Parish Charter Survey : It was agreed that the clerk and Cllr Munford should complete this survey on behalf of the Parish Council. **CLERK / CLLR MUNFORD**

14.4 Resident – request for memorial bench on village green : The clerk advised that an e-mail had been received requesting permission to install a plaque on one of the benches on the village green, in memory of a family member who had recently passed away. Following lengthy discussion, it was agreed that since the Parish Council receives several similar requests each year, it is not possible to accommodate further memorial benches or plaques on the green but residents are welcome to pick a tree in a quiet, private part of Salts Wood and install a small plaque in the ground alongside. Clerk to inform resident accordingly. **CLERK**

15. **Planning Report:**

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

		MBC notified :
23/502774	2 Haste Hill Close, Boughton Monchelsea TPO application to reduce one beech tree (T1) to a 16 ft monolith	4/7/23
	DECISION : No objection / comment	
23/502669 /AGRIC	Park Farm, Back Lane, Boughton Monchelsea Prior notification for the erection of an agricultural building. For its prior approval to : Siting, design and external appearance	4/7/23
	DECISION : The Parish Council wish to see the application refused for the following planning reasons. If the officer is minded to approve it we wish to see the application reported to MBC planning committee for decision.	
	<ul style="list-style-type: none"> • The access to the proposed building from Back Lane is on a blind bend and would be extremely dangerous for vehicles entering and leaving the site. We are particularly concerned about this as many of the vehicles leaving the site would be large, slow moving tractors which other motorists will not see until they come round the bend • The proposal will cause a loss of amenity to the residents at North Lodge, in terms of volume of traffic using the 	

track and the visual impact of the building

- MBC's agricultural adviser should be consulted to establish whether there is a genuine need for this very large industrial looking, simply to store tractors and provide office space

23/502531	98 The Quarries, Boughton Monchelsea Installation of 1 no. rooflight to both side elevations (2 in total) DECISION : No objection / comment	4/7/23
23/501716	Cherry Barn, Old Tree Lane, Boughton Monchelsea Erection of 1 no. dwelling with associated parking, landscaping and amenity area, including part demolition of existing unauthorised structure (part retrospective) (resubmission of 22/504298) AMENDED DETAILS ONLY DECISION : No further response to be returned	--
23/502086	Arras, Heath Road, Boughton Monchelsea Demolition of rear conservatory and outbuilding. Erection of single storey rear / side extension DECISION : No objection however we are disappointed there appears to be no external access to the rear garden	18/7/23
23/502922	Brishing Court Farm, Brishing Lane, Boughton Monchelsea Listed building consent for internal alterations and erection of a single storey extension to north elevation, including relocation of 3 no. windows, insertion of new front door and reduction in height of existing chimney (as previously approved under MA/12/2010) DECISION : No objection / comment	18/7/23
23/502969	20 Haste Hill Close, Boughton Monchelsea Garage conversion to habitable room, erection of a front ground floor 'infill' extension with new tiled pitched roof over existing ground floor flat roof including 4 no. rooflights DECISION : No objection / comment	18/7/23
23/502658	Motorline Nissan, Bircholt Road, Maidstone Advertisement consent for 4 no. non-illuminated fascia signs, 7 no. illuminated fascia signs and 1 no. illuminated double sided pylon sign DECISION : No objection / comment	18/7/23
23/502962	David Catt & Sons, East Hall Farm, Wierton Hill, Boughton Monchelsea Installation of solar arrays – including ground mounted and to the roof of 3 no. buildings and associated works DECISION : No objection / comment	18/7/23
23/503337	Stilebridge Paddock, Stilebridge Lane, Linton	15/8/23

Erection of an agricultural barn

DECISION :

The Parish Council wish to comment on the application as follows :

MBC's agricultural adviser should be consulted on the application to determine whether there is a genuine need for this barn.

We are concerned at the potential loss of daylight / overshadowing to the adjacent property.

23/503038 Swallowfields, Haste Hill Road, Boughton Monchelsea 15/8/23

Erection of a new four bedroom detached chalet bungalow with front and rear-facing dormers and associated access, parking and garden

DECISION :

No objection / comment

23/503409 30 Hook Way, Maidstone 15/8/23

Part garage conversion

DECISION :

No objection / comment

23/503514 6 Lewis Row Cottages, Hermitage Lane, Boughton Monchelsea 15/8/23

Demolition of detached garage. Erection of part two storey part single storey side extension with front dormer. Raising of flat roof on single storey rear extension and changes to fenestration

DECISION :

No objection / comment

23/503056 Land at 70 Church Street, Boughton Monchelsea 15/8/23

Outline planning application (with all matters reserved except access) for the erection of a bungalow with associated access on the land rear of 70 Church Street

DECISION :

The Parish Council wish to comment on the application as follows :

Section 6.1.5 of the Design and Access statement states 'The illustrative bungalow would comprise a three-bedroom dwelling with an entrance lobby, kitchen and utility, W.C., lounge, bedroom/study and dining room' however the proposed floor plan shows a 2 bedroom bungalow with an open plan lounge / kitchen / diner with a single bathroom, no utility room and no study / additional bedroom. The application documents are therefore inconsistent. The site is not big enough to accommodate a 3 / 4 bedroom bungalow and the design and access statement should be amended to suit the 2 bedroom bungalow shown on the floor plan

The Design and Access statement contains numerous inaccuracies which are corrected as follows :

2.1.4 The site is visible from Church Street

2.1.6 Boughton Monchelsea is a smaller village based on the

MBC Local Plan review

2.1.11 Church Street is narrowed by parked vehicles along its entire length, not between numbers 70 and 58 as described

2.1.14 There is no regular bus service to Maidstone or other local settlements. There is a once a week bus only

2.1.15 There is no hairdressers or beer barn in the village

6.1.29 The gated entrance to the C2 site was refused planning permission and is therefore not approved

6.1.34 Frequent bus services are not accessible within 35m from the site. There is a once a week bus only

23/503531 21 Bridger Way, Boughton Monchelsea 15/8/23

Garage conversion to habitable room, erection of a single storey rear extension and loft conversion with rear dormer window

DECISION :

No objection however we are concerned at the potential lack of parking provision resulting from increasing the number of bedrooms from 4 to 5

23/501716 Cherry Barn, Old Tree Lane, Boughton Monchelsea 15/8/23

Change of use of agricultural land to residential land and erection of 1 no. dwelling with associated parking, landscaping and amenity area, including part demolition of existing unauthorised structure (part retrospective) (resubmission of 22/504298) **REVISED DETAILS ONLY**

DECISION :

No further response to be returned

23/503639 The Lodge, Boughton Mount, Boughton Lane, Boughton Monchelsea --

Demolition of double garage, store and outbuildings. Erection of 1 no. two storey dwelling with associated access, parking, landscaping, provision of secure cycle parking facilities and rebuild a section of boundary wall

DECISION :

Not yet decided

The following applications have been APPROVED by MBC:

- 23/502669/ AGRIC Park Farm, Back Lane, Boughton Monchelsea
Prior notification for the erection of an agricultural building. For its prior approval to : Siting, design and external appearance
- 23/501289 Hair By The Green & Lime Tree House, The Green, Boughton Monchelsea
Change of use from a shop to residential accommodation associated with the existing adjoining dwelling
- 23/502969 20 Haste Hill Close, Boughton Monchelsea
Garage conversion to habitable room, erection of a front ground floor 'infill' extension with new tiled pitched roof over existing ground floor flat roof including 4 no. rooflights
- 23/502922/ LBC Brishing Court Farm, Brishing Lane, Boughton Monchelsea
Listed Building Consent for internal alterations and erection of single storey extension to north elevation, including relocation of 3 no. windows,

- insertion of new front door and reduction in height of existing chimney (as previously approved under MA/12/2010)
- 23/502774 2 Haste Hill Close, Boughton Monchelsea
TPO application to reduce one beech tree (T1) to a 16ft monolith
- 23/502531 98 The Quarries, Boughton Monchelsea
Installation of 1 no. roof lights to both side elevations (2 in total)
- 23/502086 Arras, Heath Road, Boughton Monchelsea
Demolition of rear conservatory and outbuilding. Erection of single storey rear / side extension

The following applications have been REFUSED by MBC:

None

The following applications have been notified as WITHDRAWN :

None

The following APPEALS have been notified:

None

The following APPEAL DECISIONS have been notified:

None

The following APPEALS have been notified as WITHDRAWN:

None

16. Representatives' Reports:

16.1 KALC: Cllr Date had nothing to report.

16.2 Allotments : Cllr Martin was not present at the meeting.

16.3 Village Hall & Recreation Ground : Cllr Humphryes had nothing to report.

16.4 Neighbourhood Watch : Cllr Wilde was not present at the meeting.

16.5 Police Liaison : Cllr Date had nothing to report.

16.6 Bus group : Cllr Brown was not present at the meeting.

16.7 Biodiversity and environment :

Cllr Jessel noted that the sub-group had met recently. Following discussion it was agreed that the following core objectives be adopted for the year ahead :

- Meet with local farmers and landowners on the nature recovery agenda to increase connectivity of habitat and spread understanding of the good work BMAT is doing. It was decided to progress this with help from local farmer, James Smith.
- Hold a session for residents in the village hall to provide advice and encouragement on energy efficiency.

- Have a “green” section in the newsletter offering advice and tips
- Proactively engage residents to create leadership for projects and ensure responsibility for local litter and other waste issues
- Support efforts to create the Scenic Green Way and promote this as a health benefit and opportunity for nature connection.

17. Decision items :

17.1 Clerk’s annual pay review :

The clerk left the room for this item. Following discussion, Cllr Smith proposed that the clerk’s annual salary be increased from £23,000 to £25,000, with effect from 1st September 2023. Seconded by Cllr Humphryes and agreed by all members.

17.2 Haste Hill Road allotment site – rent review : Following discussion and consideration of allotment income and expenditure over the last year, Cllr Munford proposed that allotment rent be increased from £17.50 to £20 per year for a half plot and from £30 to £35 per year for a full plot. Seconded by Cllr Redfearn and agreed by all members. It was agreed that the rent increase should apply from 1st October 2023 for the Haste Hill Road site and from 1st June 2024 for the Langley Park site, to coincide with annual renewal dates. Clerk to inform plot holders.

CLERK

17.3 Parish Council insurance policy :

The clerk advised that the following Zurich renewal prices had been obtained :

Single year policy £2,754.39

3 year long term agreement £2,573.02

3 year long term agreement (with material damage cover for parish hut) £2,685.02

Members noted that the 3 year long term agreement was not a fixed price agreement, rather a fixed price for the first year with an undisclosed discount applied for the next 2 years.

Following discussion it was agreed that the clerk should ask Zurich if they will fix the price for 3 years at £2,685.02. If not it was agreed to proceed with a single year policy, including cover for the parish hut. Proposed by Cllr Munford, Seconded by Cllr Garland and agreed by all members.

Post meeting note : Zurich were unwilling to provide a 3 year fixed price agreement therefore proceeded with a single year policy including the parish hut, at a cost of £2,754.39 + £112.00 = £2,866.39.

17.4 Legal opinion on Parish Council liabilities : Cllr Smith advised that he had been in touch with solicitor, Roger Taylor from Wellers (as recommended by KALC) for advice on the legal liabilities of Parish Councillors / BMAT trustees. Mr Taylor had advised that, for a £200 fee, he could provide a simple statement clarifying the position regarding liabilities and covering some of the scenarios previously discussed by members. Cllr Smith proposed the Parish Council proceed with the above but allow £400 to cover the statement and any subsequent queries.

Seconded by Cllr Munford and agreed by all members. Cllr Smith to instruct Wellers accordingly. **CLLR SMITH**

17.5 Church Street play area :

The clerk advised that following agreement at the last Parish Council meeting to proceed with various repair works to the Church Street play area, a subsequent inspection by Safeplay had revealed further medium risk items to be actioned, as follows :

- Replace climbing wall grips £180.00
- Replace missing fixing on play panel £24.50
- Remove protruding fixings on sign £55.50
- Repair damaged slide surface £125.00

The total cost of the above work would be £395.00

Cllr Munford proposed proceeding with the above work. Seconded by Cllr Humphryes and agreed by all members. Clerk to instruct Safeplay. **CLERK**

In order to fund the above work and any further play area repairs during the rest of the financial year, Cllr Munford proposed that £1,500 be moved from the reserves to the play area budget head. Seconded by Cllr Smith and agreed by all members. Clerk to amend budget accordingly. **CLERK**

Members discussed the possibility of reducing the frequency of play area inspections. It was noted that insurer, Zurich carry out the annual inspection with monthly inspections completed by Safeplay. It was agreed to continue with monthly inspections for the time being.

Cllr Redfearn agreed to lead a working party of Councillors in carrying out minor, low risk items such as jet washing play equipment. **CLLR REDFEARN**

17.6 Parish Council website :

The clerk noted that Hugo Fox, the Parish Council's free website provider, had advised that the service would be chargeable as from October 2023. Three pricing options were available with the £19.99 per month version equating to the existing free website, including the 'Planning Tracker'. The clerk had researched the pros and cons of other providers, including Parish Online but felt that Hugo Fox was the preferred option for the time being. Cllr Munford proposed that the Parish Council proceed with Hugo Fox's £19.99 / month package. Seconded by Cllr Date and agreed by all members. **CLERK**

It was agreed that Cllr Date would include information in the next newsletter regarding the 'Planning Tracker' facility available on the website. **CLLR DATE**

17.7 Tree surgery work on BMAT land :

Cllrs Garland, Martin and Redfearn had completed inspections of all trees on publicly accessible or road side Parish Council and BMAT land. A number of issues had been identified and Cllr Garland had met with a tree surgeon for further advice and a tree surgery quote had been obtained. Following discussion, Cllr Munford proposed that the Parish Council agree to spend up to £1,500 on tree surgery work

to address the identified issues. Seconded by Cllr Garland and agreed by all members.

CLLR GARLAND

Cllr Munford thanked Cllrs Garland, Redfearn and Martin for carrying out the tree inspections.

18. Update / discussion items :

18.1 Parkwood Farm reservoir update :

Cllr Edmans was not present at the meeting.

18.2 North ward update :

Cllr Wilde was not present at the meeting.

18.3 Village hall remodelling update :

Cllr Humphryes advised that the current phase of remodelling work was almost complete. White lining the car park was soon to be carried out plus work inside the hall, including fitting an extractor in the playgroup store, installation of light switches and timers and upgrade works to the fire alarm system. It was noted that the café was proving a success with many customers during the first week of opening.

18.4 Scenic Green Trail :

Cllr Jessel showed members a map of the scenic green trail route and proposed publicity information. She added that KCC were happy for it to go ahead and would be including it on their 'Kent Connected' app. External funding would be sought by the Parish Council Environment Network for marker posts etc.

Members were in agreement with the scenic green trail route going through the parish.

19. Health & Safety Issues:

Nothing to report.

20. Deferred Items Schedule:

It was noted that BMAT were pursuing issues relating to Furfield Quarry.

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

Cllr Date noted that Otham Parish Council would be sharing the Parish Council's Speedwatch equipment but would need to contribute towards the cost of any maintenance / repairs.

Cllr Garland stated that he would attend the remembrance day service at the church and lay the poppy wreath on behalf of the Parish Council.

22. Date of Next Meeting:

The next full Parish Council meeting is due to be held on Tuesday 7th November 2023 at 7pm in the main hall of the village hall.

There being no further business the meeting closed at 9.35pm

MINUTE 18 (Parish Council meeting 5th September 2023)

SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:

DATE :	ITEM:	ISSUE / ACTION:	POSITION AS AT PARISH COUNCIL MEETING 5TH SEPTEMBER 2023
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. As requested by BMAT trustees, contacted Skinner Trust directly for copies of latest reports (14.9.21). Report dated January 2021 received and forwarded to relevant BMAT trustees. Queries on report submitted to Merebrook November 2021. No response received however Skinner Trust advise of delay due to an imminent change to the person acting as custodian Trustee. (11.1.22). Skinner Trust have now forwarded Merebrook report dated March 2022 but have yet to respond to the previous queries raised (6.9.22). E-mail sent to Environment Agency requesting a meeting (10.1.23). Meeting with Skinner Trust will take place on 12 th July (4.7.23). Awaiting meeting date with Merebrook (5.9.23)
2.7.19	59 Linton Road	Encroachment	BMAT issue. Review September 2024
3.9.19	11 Harling Close	Encroachment	BMAT issue. Review September 2024
3.9.19	Clerk's salary	Review	Review clerk's salary on an annual basis. Next review due September 2024
3.3.20	Furfield Quarry	Option agreement	BMAT issue. Option expires in September 2024. Review before March 2024
18.5.21	Piper / Thirkell land	Lease	Lease expires on 6 th January 2116. Review in 2115