

**Detling Parish Council**  
**The Minutes of the Meeting of Detling Parish Council**  
**held on 6<sup>th</sup> October 2020 at 7.00pm by Zoom.**

***Councillors present: Baker-Anderson  
Bowie  
Bryant  
Clayton  
Coles  
Finn***

***Also, present: Parish Clerk, Mrs Sherrie Babington, and Members of the Public.***

***The meeting was chaired by Councillor Bowie.***

**Public Comments and Observations.**

*Prior to the start of the meeting the Parish Council will allow Members of the public to speak, subject to submitting a request to the Clerk, prior to the Virtual Meeting. Each speaker will be given a maximum of three minutes each to raise issues with the Parish Council. Public Comment will be for a maximum of 15 minutes. The minute book will be closed during this item.*

No public matters were raised.

**1. Apologies.**

*Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.*

Apologies were received from from KCC Councillor Shellina Prendergast and MBC Councillor Nick de Wiggondene-Shepperd.

**2. Declaration of Interest.**

*To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.*

No interests were declared.

*To consider any Dispensation requests received by the Parish Clerk and not previously considered.*

There were no Dispensations to be considered.

**3. Approval of the minutes of the previous meeting.**

*To consider the minutes of the previous meeting and if in order sign as a true record.*

The Minutes for the previous meeting were circulated to all members for consideration and approval.

It was proposed by Cllr Bryant to accept the minutes from the previous meeting as a true record. This was seconded by Cllr Finn and agreed by all present.

The approved minutes were signed and dated by the chairman of the meeting.

**4. Matters arising from the previous minutes (not reported elsewhere).**

a. Website.

Cllr Clayton stated that the details for some Village Organisations needed updating on the website. He stated that he would liaise with the church regarding this.

b. Detling News.

Cllr Finn spoke regarding the Detling News and the need for the PC to have more interesting input. It was agreed that this item would be placed on the next agenda for further consideration.

**Action: Clerk to action.**

c. Old School site.

Cllr Finn reported that the planning application for the old school site had recently been refused by MBC. He stated that this left the site in a poor condition, and that the applicant was now left with no option but to take this to appeal, submit a new application or wait for the planning regulations to change.

d. Princes Way Footpath.

It was agreed that the PC would now contact Golding Homes regarding this matter, as some of the land fell within their ownership.

**Action: Clerk to action.**

**5. Ratification of decisions made under Delegated Authority.**

No matters were considered under delegated authority.

**6. Parish Councillor Vacancy.**

The Clerk informed members that there was now a vacancy on the Parish Council, due to the vacation of office for failure to attend meetings by Cllr Evernden.

She stated that the notice had been published in accordance with the regulations, and MBC would inform the PC if the vacancy was to be filled by co-option or a by-election.

**7. Clerks Report.**

The Clerks Report was noted by members.

1. Dog Control PSPO Proposed Signage

Further to my previous e-mails relating to signage for the revised Dog Control PSPO I have attached a proposed sign for use in play areas, fenced or unfenced.

It is purposed that these be A3 in size and will be individualised with a map for each area that is to be covered by the PSPO.

The cost for these signs is approximately £25-00 for each sign so cheaper than the initial quote suggested and are made of the following material:

- A3, 3mm dibond signs, 3mm radius on corners, anti graffiti lam

It was agreed that the PC would order two signs for the Old School Playing Field.

**Action: Clerk to progress.**

## 2. Parish Councils Website

The website has now been updated to comply with the Accessibility Regulations that came into force on 23<sup>rd</sup> September 2020. The Accessibility Statement has been included, this covers our commitments under the regulations and how we are dealing with the information to ensure that it is accessible.

## 3. IMPORTANT - Government consultations on reforming the planning system

You have been emailed the NALC policy briefing papers regarding the Government's 3 consultations on reform of the planning system:

- Changes to the current planning system (NALC deadline for responses 17 September)
- Planning for the future - the planning white paper (NALC deadline for responses 15 October)
- Transparency and competition: a call for evidence on data on land control (NALC deadline for responses 16 October)

We would encourage all member councils to consider the attached NALC briefings and the Government consultation documents and respond to NALC by emailing [policycomms@nalc.gov.uk](mailto:policycomms@nalc.gov.uk). Please note the individual deadlines above and copy us into your response ([chief.executive@kentalc.gov.uk](mailto:chief.executive@kentalc.gov.uk)) so that we can take it into consideration in our response. We would also encourage you to respond directly to Government and copy your response to your local MP.

## 8. Financial Matters.

The Chairman proposed that Agenda Items 8d and 8e were considered as a Confidential Item excluding the press and public.

It was therefore resolved to exclude the press and public from the meeting pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, as applied by Section 100 of the Local Government Act 1972, as matters under discussion were confidential and related to employees of the Council and Legal Matters. (Coles/Clayton).

### a. To consider the July 2020 Financial Statement.

It was proposed by Cllr Bowie to approve the Financial Statement , this was seconded by Cllr Bryant and agreed by all present.

b. To consider other financial matters.

1. Horish Wood

Cllr Finn sought approval for a spend of £160 on a day's hire of a timber shredder for the team at Horish Wood.

**Action: This was approved by members (Bowie/Coles).**

Members discussed Horish Wood, and it was agreed that Cllr Finn would write an article for the Detling News to keep residents updated regarding the activities in the woodland.

Cllr Finn stated that a Forest Summer School had been held in August and this had been a success. He stated that a number of local schools had now signed up for Forest School with Medway Valley Countryside Partnership (MVC) starting in November 20.

He confirmed that MVC would be responsible for the arrangements and the children attending the Forest School. The necessary insurances and risk assessments would be in place through MVC.

Cllr Finn reported that the grant from the Rural Payments Agency was now being progressed, and if successful the first payment would be due in January 2021, this would be for specific work within Horish Wood.

2. Old Parish Strimmer

Cllr Finn sought Parish Council approval to pass the ownership of the old strimmer to John Monk for a one-off payment of £20.

The PC has purchased a new strimmer for volunteers to use, and this refers to the old one which is in need of repair. The PC determined that it was more cost effective to purchase a new one than to repair the old one.

**Action: This was approved by members. (Bryant/Bowie).**

Members discussed the maintenance requirement for the Parish Councils gardening equipment held by volunteers. It was agreed that a maintenance schedule should be put in place to ensure that the equipment was serviced at the end of the gardening season each year.

3. Signs

Quotation for signs for gate at Horish Wood.

Total cost £185.00 plus vat

Members were asked to consider and approve this quotation.



This was agreed, subject to the Clerk clarifying the wording in the warning signs with the PC insurance.

**Action: Clerk to action.**

4. Tree in Old School Playing Field

The following quotation has been received for tree work in the Old School Playing Field:

Beech tree £250.00

Remove beech tree in field.

Waste to be removed.

Logs left for locals.

Reduce line of beech £850.00

reduce line of beech trees by approx. 30%

**Action: Members approved the quotation for £1100 (Finn/Bowie).**

c. To consider any grant applications received.

The Cricket Club are seeking a grant from the Parish Council to assist with the finance of the project outlined below:

We have a programme of improvements and will be self-funding some and applying for grants for others. You may have seen the complete refurbishment of the decking and cladding on the front of our club house. We have informal quotes for the following works and in most the

“unskilled “ elements are being completed by club members. In addition to time, tools, and some consumables ( emulsion paint etc.) are often donated by members.

The current work plan includes but is not exclusively the following.

We would like the Parish Council to consider each in isolation. But can submit separate bids if more appropriate

- **Reboarding, plastering and decoration of one of our 2 changing rooms - £800**
- **Redecoration and new flooring /tiles of our ladies/disability friendly toilet and changing room - £800.**
- **Cleaning/ proofing and painting of weather boarding on both sides of the pavillion – £200**

This was considered, and it was proposed by Cllr Finn to award the full grant of 1800 to the Club, this was seconded by Cllr Bowie and agreed by all present.

**Action: Clerk to action.**

d. 2020/2021 National Salary Award – Parish Clerk.

To be discussed as a confidential item at the close of the meeting to the press and public.

e. Legal Matters.

To be discussed as a confidential item at the close of the meeting to the press and public.

**9. Parish Council Committees:**

a. *To consider and agree the Terms of Reference for the PC Committees.*

*The following report was circulated to members for consideration with the draft terms of Reference for the committees:*

**Committee Structure**

*It is recommended that the Parish Council operates a Committee Structure which will delegate certain business to five committees: Finance & Audit; Open Spaces; Personnel; Highways, and Planning. The creation of a Finance Committee was agreed at the July PC meeting.*

*The Committee structure would make the main PC meeting more efficient and allow PC business to be discussed in more detail at the relevant committee meetings. It is anticipated that once a committee meeting has taken place (this should be soon after the full council meeting) the minutes and any reports and recommendations from this meeting would then be circulated in good time before the next full meeting and enable members to be fully briefed on the items to be considered at the full council meeting.*

*Each committee would have formal Terms of Reference which outline the business it is authorised to consider.*

*Members would be appointed to these committee at the appointment of individual committees, and at each annual council meeting thereafter.*

*The council should agree Terms of Reference for each Committee.*

Cllr Finn suggested that the Finance and Audit Committee should also cover Governance. This was discussed and it was agreed that Governance should remain with the Parish Council.

He asked for this to be a future agenda item. It was agreed that this would be covered when reviewing the Parish Councils Policies, Standing Orders, Financial Regulations and Code of Conduct.

The Terms of Reference for the Committees were discussed and agreed.(Bowie/Clayton)

**b. To agree the membership of the approved PC Committees and Working Groups.**

The following was agreed:

Finance and Audit Committee:

Cllr Bowie  
Cllr Bryant  
Cllr Clayton

Open Spaces Committee:

Cllr Finn  
Cllr Bowie  
Cllr Clayton  
Cllr Baker-Anderson  
Tony Taylor

Personnel Committee:

Cllr Bowie  
Cllr Finn  
Cllr Coles

Planning Committee:

Cllr Bryant  
Cllr Coles  
Cllr Bowie

Highways Group:

Cllr Coles  
Cllr Clayton  
Cllr Bowie

**10. Planning Matters.**

**a. To consider all Planning Applications received.**

Cllr Bryant reported on the planning applications that had been considered by the Parish Councils Planning Committee since the last PC meeting.

**Applications Received**

20/502107/FULL Land at Scragged Oak Farm Scragged Oak Road Detling  
Demolition of existing buildings within the site and construction of three residential dwellings with associated access, parking, drainage, and landscaping.

- 20/502004/FULL Webbe Cottage The Street Detling Maidstone Kent  
Retrospective application for creation of decked area (resubmission of 18/505575/FULL).
- 20/502723/FULL Hall at Former Detling Church of England Primary School  
Change of use of former primary school to 1no. dwelling, including erection of a single storey rear extension. Demolition of existing timber building, and erection of 2no. detached dwellings and 3no. associated garages, including creation of new access road.
- 20/502828/LBC Park Valley House Cox Street Detling Maidstone Kent  
Listed Building consent for retrospective alterations to chimney's, roof, and rainwater goods.
- 20/502684/FULL Silver Cedars Harple Lane Detling Maidstone Kent ME14  
Alterations to existing driveway, including creation of new soakaways, atco drain, 2no. enlarged planters and laying of resin surface.
- 20/502869/FULL Pollyfields Barn Scragged Oak Road Detling Maidstone  
Erection of 3 bay garage and home office with associated turning circle and drive.
- 20/503672/FULL Silver Cedars Harple Lane Detling Maidstone Kent ME14  
Erection of a part single storey, part two storey rear extension and a first-floor side and front extension, including conversion of existing garage to habitable space.

b. To note MBC Decisions.

20/503352/LAWPRO  
Silver Cedars Harple Lane Detling Maidstone Kent ME14 3EU  
Lawful Development Certificate (Proposed) for erection of garden building/log cabin 6m x 3m in size.  
Application Refused

20/503342/LAWPRO  
The Croquet Lawn The Street Detling Maidstone Kent ME14 3JU  
Lawful Development Certificate (Proposed) for the erection of a garden room. Removal of existing shed and adjacent lean-to.  
Application Refused

20/502869/FULL  
Pollyfields Barn Scragged Oak Road Detling Maidstone Kent ME14 3HL  
Erection of 3 bay garage and home office with associated turning circle and drive  
Application Refused

20/502723/FULL  
Hall at Former Detling Church of England Primary School The Street Detling ME14 3JT  
Change of use of former primary school to 1no. dwelling, including erection of a single storey rear extension. Demolition of existing timber building, and erection of 2no. detached dwellings

and 3no. associated garages, including creation of new access road. As shown on drawing references: PA/19/066/001 Rev A; 004; 005; 006; and 007.

Application Refused

20/502311/TCA

West Court Place The Street Detling ME14 3JU

Trees in a Conservation Area notification: T1 small chestnut - fell as pushing on old ragstone wall next to house. T2 willow - re pollard to reduce to fit size of area. Current crown spread 2 m- after pollard 1m. T3 beech - reduce by 2m ,selected limbs touching tiles on adjacent house. Reduce the tips of several limbs, overall crown spread will not change.

No Objections

20/501972/FULL

Land At 3 Hockers Lane Detling Kent ME14 3JP

Demolition of existing 1no. garage/canopy and 1no. garage/store. Erection of 1no. four-bedroom chalet bungalow with garage and associated access/parking.

Application Refused

20/502828/LBC

Park Valley House Cox Street Detling Maidstone Kent ME14 3HE

Listed Building consent for retrospective alterations to chimneys and roof.

Application Permitted

20/502716/FULL

Land Rear Of 3 Hockers Lane Detling Maidstone Kent ME14 3JL

Minor Material Amendment to condition 10 of 17/502612/FULL (Erection of chalet bungalow) to allow changes to approved plans and elevations. Section 73 application.

Application Permitted

20/503366/ELEC

Land at Harple Lane Detling Kent ME14 3EU

ELEC application to install a new low voltage electricity pole and stay wire, to replace an existing low voltage electricity pole with a stout pole and to restring the existing low voltage overhead line with ABC (ariel bundled connector) as shown on plan.

No Further Action Required

20/503319/ELEC

Street Record Harple Lane Detling Kent ME14 3ET

ELEC Application to install a new low voltage electricity pole and stay wire.

No Objections

20/502684/FULL

Silver Cedars Harple Lane Detling Maidstone Kent ME14 3EU

Alterations to existing driveway, including creation of new soakaways, atco drain, 2no. enlarged planters and laying of resin surface.

Application Refused

20/502107/FULL

Land at Scragged Oak Farm Scragged Oak Road Detling Maidstone Kent ME14 3HJ

Demolition of existing buildings within the site and construction of three residential dwellings with associated access, parking, drainage, and landscaping.

Application Refused

20/501927/FULL

Newlay Farm Scragged Oak Road Detling Maidstone Kent ME14 3HN

Construction of a single storey log cabin for use as occasional holiday let, with associated oil tank and sewage treatment plant (Part Retrospective) (Resubmission of 19/502550/FULL)

Application Refused

20/502738/AGRIC

Chestnut Wood Farm Scragged Oak Road Detling Maidstone Kent ME14 3HL

Prior notification for erection of agricultural barn. For its prior approval to: - Siting, design, and external appearance.

Prior Approval Not Required

Cllr Bryant spoke regarding the refusals by MBC and stated that he felt that there were inconsistencies in the Planning Officers decisions. This was particularly apparent with the refusal of the old school site and the applications for 3 Hockers Lane.

c. To consider any Appeals and Enforcement Matters.

No matters were raised.

**11. Reports from External Parties:**

a. KCC Councillors Report.

Apologies were received from KCC Councillor Prendergast.

b. MBC Councillors Report.

Apologies were received from MBC Councillor de Wiggondene-Shepperd.

d. PC Maintenance Report.

Tony Taylor gave a report on the maintenance he had undertaken in the parish during the past two months.

He reported that a bike was being chained to the Village Sign on a regular basis, and this was causing damage to the metal bars. It was agreed that the Clerk should write a letter to place on the bike to advise the owner not to do this.

**Action: Clerk to progress.**

The Chairman thanked Tony Taylor for his report and work for the Parish.

e. Councillor Reports.

Cllr Clayton reported on the KALC meeting he had attended.

He spoke regarding the Local Plan Review, the Call for Sites and the Remembrance Sunday Services.

**12. Parish Council Policies.**

*To consider the adoption of a Vexatious Complaints Policy.*

The Vexatious Complaints Policy was circulated to all members, this was proposed by Cllr Bowie, seconded by Cllr Clayton, and agreed by all present.

**13. Parish Council Logo.**

The Draft Parish Council logo was circulated for members consideration. This was discussed and agreed subject to a minor alteration.

Cllrs Finn, Baker-Anderson, and Coles were given delegated authority to approve the final design for the PC. (Bowie/Clayton).

**14. Villager of the Year Award.**

It was agreed that the Villager Award would be advertised in the Parish to seek nominations for the 2020 recipient.

**Action: Clerk to action.**

**15. Bonfires in Detling.**

Cllr Bowie circulated a draft letter to residents of Detling regarding bonfires in the village.

She stated that she had received complaints from residents due to the bonfires that were being held in the parish and suggested that the letter was sent out to all residents, to remind them of the consequences of having a bonfire, and other ways that they could dispose of waste.

The letter was discussed by members and amendments were agreed.

Cllr Bowie stated that she would circulate a final draft from members approval.

**Action: Cllr Bowie to action.**

**16. Information Reports from Members.**

*No reports were considered.*

**17. Items to be placed on the next Agenda.**

*a. Detling News*

**18. Date of next meeting.**

To be confirmed.

***There being no further business to discuss the meeting was closed to the press and public at 8.11pm.***

Signed: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_