

BOUGHTON MONCHELSEA PARISH COUNCIL

Minutes of the Parish Council Meeting held on 3rd March 2020 in the main hall of Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.00pm

Present:

Cllrs S. Munford (Chairman)
R. Edmans
I. Ellis
R. Martin
C. Jessel
L. Date
A. Humphryes
D. Smith
D. Redfearn
H. Stevens
N. Wilde

Borough Councillor, Daniel Rose

Parish Clerk

2 residents

1. **Apologies:** Apologies were received from Cllrs Skinner, Gershon and Whybrow. Apologies were also received from KCC Warden, Liz Lovatt
2. **Filming of meetings : Request for notification of whether any person intends to film, photograph or record any item**
No person expressed any intention of filming, photographing or recording any item.
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 Maidstone Police / PCSO and KCC Rural Community Warden**
PCSO Pete Gardner was not present at the meeting. A Police report had been compiled by the clerk using the E-watch.co website. During January and February there had been 3 crimes in south ward including a shed break in and 2 building site break ins. Gardening equipment and a breaker attachment for an excavator had been stolen. There had been 4 crimes in north ward including vehicle theft and damage and residential and commercial break ins.

KCC Warden, Liz Lovatt was not present at the meeting but had advised the clerk that she had been very busy working with vulnerable residents.

6. Open Quarter :

A resident explained that he had attended one of KCC's 'Keep Maidstone Moving' consultation events. He added that the event had been well attended but queried how the borough and district councils were working together on pollution and congestion issues. Cllr Munford explained that he is Vice-Chair of MBC's climate change and biodiversity committee, adding that recommendations will be made regarding air quality and that a joint committee has been set up with KCC to work on an infrastructure plan. He stated that, with regard to congestion, the only MBC funds that go towards road improvements are S106 monies from developments. Government targets dictate the amount of development that must take place and MBC must achieve these targets. The penalty for under achieving would be the government taking over and policies being considered 'out of date'.

The resident expressed concern regarding mental health issues resulting from people in rural areas having green land around them eroded. Cllr Munford explained that any member of the public can pose a question to the Chair of MBC's strategic planning and infrastructure committee. Cllr Rose noted that the next meeting of this committee would take place on 10th March and explained the process of submitting a question, for the resident's benefit.

Cllr Ellis expressed concern regarding a lack of joined up government in Kent with two bureaucratic organisations, i.e. borough and district councils. Cllr Ellis suggested the Parish Council write to the secretary of state for the environment to support the government in putting forward a proposal for the government of Kent to be structured as a unitary authority. It was agreed that Cllr Ellis would produce a written motion for discussion and voting at the next meeting. **CLLR ELLIS**

Cllr Smith explained that Boughton Monchelsea Amenity Trust have tried to take some control over development over the last 30+ years. He added that the Neighbourhood Plan for the parish was also about to be submitted.

The resident expressed concern regarding large vehicles trying to access Atkins Hill. Cllr Munford explained that there is a 7.5T weight limit on Bottlescrew Hill, with vehicles over this weight having access only rights.

It was agreed that item 12.1 should be brought forward on the agenda.

12.1 Boughton Monchelsea primary school – funding request

Rachel Sands, Chair of Boughton Monchelsea primary school PTA addressed the meeting and explained that the PTA were seeking support for their library project. She added that the school were promoting a reading culture and the plan was to create a library in what was the ICT suite. Rachel explained that the whole project would cost £42,000 with monies raised so far coming from the school and KCC Cllr, Eric Hotson. The PTA had pledged to raise £10,000 towards the project.

Lengthy discussion between members followed. Concern was raised that any donation could set a precedent and that school funding was KCC's responsibility. It was noted that the only other primary school in the parish (Langley Park) was new, with much better facilities. Rachel added that once the library is complete there will

be community involvement, for example, older residents invited in to read with the children. She noted that the school had also looked into other grant funding.

Cllr Edmans proposed that the council award a one-off grant of £2,500 towards this project. Seconded by Cllr Smith and following further discussion a vote was taken with 10 for and 1 abstention therefore the proposal was agreed. Clerk to arrange payment.
CLERK

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

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

8. Matters outstanding from minutes (14th January 2020) not included in agenda:
Item 8/8/8/10/8/12.2 MBC Community Right to Bid : Cllrs Martin and Munford to arrange meeting with MBC
CLLR MARTIN / CLLR MUNFORD

Item 8/12.1 KCC strategic statement – Five year plan consultation : the clerk and Cllr Munford had responded to this consultation on behalf of the Parish Council, with input from Cllrs Jessel and Martin.

Item 8/15.3 North ward update : The Parish Council had been successful in obtaining an £1800 'Go Green Go Wild' grant from MBC for the creation of wildflower meadows in the Furfield Park open space. Works will be carried out in the spring.

Item 8/15.6 CIL spending : The clerk read out the following statement regarding how CIL funds must be spent, for members' information

- a) The provision, improvement, replacement, operation or maintenance of infrastructure; or
- b) Anything else that is concerned with addressing the demands that development places on an area

Item 8/15.7 Emergency Plan : Cllr Brown was not present at the meeting.

Item 8/15.8 Litter signs : Cllr Jessel explained that photos were required. Clerk and Cllr Date to forward a selection of suitable images to Cllr Jessel.

CLLR DATE / CLERK

9. Minutes of the meeting held on 14th January 2020. Agreement of and signature by Chairman of the Parish Council :

The minutes of the Parish Council meeting held on 14th January were agreed as correct. Proposed by Cllr Ellis, seconded by Cllr Smith and agreed by all members.

10. Clerk's report

The contents of the clerk's report were noted. The clerk provided an update as follows :

- Reservoir works and fencing adjacent to the woodyard will be carried out in the spring
- Revised boundaries now in place for conservation areas at The Quarries and The Green. This will be advertised in the next Parish Council newsletter, due in early May
- Heath Road speed limit reduction is progressing. The 30 limit will now extend to the village gateway, beyond the Brishing Lane junction. The next stage of the process is a TRO application which will be managed by KCC

CLERK / CLLR DATE

Payments since last meeting (incl VAT) :

Coakley Cleaning Services	Dog bin emptying - December	130.00
A. Humphries	Bus shelter planter / padlock for Salts Farm gate	135.95
Parish Clerk	Clerk's salary – January (standing order)	1,050.26
Parish Clerk	Clerk's salary – January (cheque)	66.15
Parish Clerk	Clerk's expenses - January	62.62
HMRC	Employer / Employee tax and NI - January	159.45
Admin support	Admin support - January	65.00
Mr L M Field	Tree surgery work on allotment site (£360), tree removal on BMAT land (£60), fence repairs on BMAT land (£287.04)	707.04
Village hall committee	Hall hire - January	24.00
Coakley Cleaning Services	Dog bin emptying - January	130.00
J. Gershon	Tree planting day materials	55.95
Kent County Council	TRO for Heath Road speed limit reduction	1,065.00
Zurich Insurance	BMAT annual insurance premium	997.46

Receipts:

None

Balances as at 25th February 2020 :

Current Account	68,196.84
Business Reserve	426.01
National Savings	305.75
Total Financial Assets	68,928.60

Note : Bold / asterisked items indicate payments made prior to authorisation by the Council but certified as to correctness and urgency by the Chairman and Clerk.

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

11.2 Budget monitoring report : The budget monitoring report to 25/2/20 was included in the agenda papers and was agreed by all members.

11.3 Budget for 2020/21 : A draft budget had been prepared by the clerk and Cllr Munford. This had been circulated to members in advance of the meeting. Cllr Redfean proposed that the draft budget for 2020/21 be accepted. Seconded by Cllr Jessel and agreed by all members.

12. **Correspondence:**

12.1 Boughton Monchelsea primary school – funding request : Covered above

12.2 KCC – Keep Maidstone Moving consultation : It was agreed that Cllrs Munford and Smith would repond to this consultation on behalf of the council. Consultation deadline is 11th March.
CLLR MUNFORD / CLLR SMITH

12.3 Opinion Research Services (on behalf of MBC) – Gypsy and Traveller survey : It was agreed that the clerk and Cllr Munford should respond to this consultation on behalf of the council.
CLERK / CLLR MUNFORD

13. **Planning Report:**

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

MBC notified :

19/506110 Lower Bell Riding School, Back Lane, Boughton Monchelsea 21/1/20

Demolition of existing site structures (barn, stables, mobile home, shed) and erection of 3 dwellings with accompanying parking and landscaping

DECISION :

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

- There should be no adverse effect on the private amenity of neighbouring properties
- No information has been provided regarding how surface and foul water from the proposed dwellings will be dealt with. This should be fully detailed
- We have concerns that the proposal represents overdevelopment of this brownfield site, particularly the way plots 2 and 3 have been inserted in a cramped position with small gardens and remote parking
- The design of the dwellings is not consistent with the character of existing housing along Back Lane and the surrounding rural environment
- MBC should seek assurance on ecology issues relating to bats

19/503430 Romany Stables, Stilebridge Lane, Linton 25/2/20

Variation of condition 1 to application 16/506241 for 1 no timber framed amenity block, 2 no mobile homes, 2 no touring caravans with associated parking and 2 no timber stables – with the addition of 2 no further mobile homes

with associated parking (**APPEAL**)

DECISION :

It was agreed to submit the Parish Council's original response to the application to the planning inspectorate. This was as follows :

The Parish Council wish to see the application refused and fully support the comments made by Linton Parish Council

- There is no justification for allowing this development with the harm it would cause to the openness of the countryside, and the visual impact on the rural character and appearance of the area. The proposed development would represent inappropriate development in the countryside for which no justification has been demonstrated. The proposal is therefore contrary to policies SS1, SP17, DM1 and DM30 of Maidstone Local Plan (2017) and the National Planning Policy Framework (2012)
- This application is also retrospective and the work has been undertaken without planning permission

20/500202 Land at Coldred Road, Maidstone 25/2/20
Advertisement consent for 1 no free standing directional sign

DECISION :

No objection / comment

20/500141 Land at the Oast, Old Tree Lane, Boughton Monchelsea 25/2/20
Erection of 3 no three bedroom dwellings

DECISION : The Parish Council wish to see the application refused for the following reasons. The application should be reported to MBC planning committee for decision.

- The proposal would cause damage to the open countryside, contrary to policy SP17 of the MBC Local Plan (2017)
- As a result of its scale, design and layout, the development of three residential dwellings and associated development would create an intensive form of urban development that would substantially diminish the rural character and appearance of the site and the local area and would be contrary to the established local pattern of development. The proposal would be contrary to policies DM1 and DM30 of the MBC Local Plan (2017) and the NPPF
- The proposal would cause damage to the setting of the adjacent heritage asset. The proposal is within the curtilage of the listed barn and would overcrowd it
- The proposal would be the start of unacceptable ribbon development along Brishing Lane
- The proposal represents overdevelopment of the site

- The application address is given as Old Tree Lane. This is misleading as the properties front on to and are accessed via Brishing Lane
- Due to the volume of traffic using Brishing Lane it is impossible for pedestrians to safely walk along it. This should be taken into account when reviewing any statements made in the application documents regarding accessibility and sustainability. Access to the proposed dwellings would be very difficult without a car
- The quoted walking distances to facilities are inaccurate
- The application documents refer to other larger scale schemes as not having footways. This statement is inaccurate
- There is inadequate amenity space for these three bedroom family dwellings
- As a result of the proposal, long distance views from the open countryside would be compromised
- Sight lines in and out of Brishing Lane appear to be difficult

19/506384	5 Meadow View Road, Boughton Monchelsea Erection of a single storey rear extension to kitchen DECISION : No objection / comment	25/2/20
20/500524	Swiss Cottage, Bottlescrew Hill, Boughton Monchelsea Listed building consent for replacement of existing velux window on north east facing catslide DECISION : Not yet decided	--

The following applications have been APPROVED by MBC:

19/505742	Land south of Sutton Road, Langley Erection of a temporary sales unit with associated visitor parking
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The following applications have been REFUSED by MBC:

19/504497	The Wheelwrights, The Green, Boughton Monchelsea Demolition of existing commercial building and erection of 2 no semi detached dwellings with associated parking
19/506110	Lower Bell Riding School, Back Lane, Boughton Monchelsea Demolition of existing site structures (barn, stables, mobile home, shed) and erection of 3 dwellings with accompanying parking and landscaping

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

14. Representatives' Reports:

14.1 KALC: Cllr Date had attended the KALC meeting on 2nd March. He noted that MBC's local plan review had been discussed and that the call for sites response was expected towards the end of 2020. The next KALC meeting will take place on 20th April.

14.2 Allotments : Cllr Martin noted that work was progressing on the wildflower area and that the clerk was keeping a waiting list of prospective plot holders for the new allotments at Langley Park.

14.3 Village Hall & Recreation Ground : Cllr Edmans expressed thanks to Cllr Ellis for his work on the charity constitution. He added that drainage issues had been sorted out and the flag would soon be replaced. The next committee meeting would take place on 25th March followed by the AGM on 29th April.

Cllr Munford requested that the committee come up with a specification / list of required refurbishment work to the hall.

CLLR EDMANS

14.4 Neighbourhood Watch : Cllr Stevens had nothing to report.

14.5 Police Liaison : The clerk advised that the Police had agreed to speak at the Parish Meeting in May.

14.6 Bus group : Cllr Whybrow was not present at the meeting. The clerk advised that the 59 bus trial had now started.

14.7 Speedwatch : Cllr Date had nothing to report.

15. Items for Discussion:

15.1 Health and Safety Issues : Cllr Martin noted that the tree policy / surveys were outstanding. To be discussed at next meeting.

CLERK

15.2 Parkwood Farm reservoir update : Thanks were expressed to Cllrs Edmans, Redfearn and Munford for their work during the recent flooding. Cllr Edmans advised the response from MBC and KCC had been good. He added that a new swallow hole had opened up on private land at the eastern end of The Quarries which had taken many thousands of litres of flood water away. It was noted that this could prove to be a long term solution. It was agreed that the clerk should order a piece of pipework for the hole to keep it open and protected.

CLERK

15.3 North Ward update : It was noted that several Parish Councillors had attended the recent Langley Park residents group meeting. Daniel Rose explained that he sits on several committees with MBC and any correspondence regarding motorbike nuisance should be copied to him. **CLLR STEVENS**

15.4 Neighbourhood Plan : Cllr Smith advised that the Neighbourhood Plan was ready for submission. Cllr Redfearn proposed that the plan be approved by the Parish Council. Seconded by Cllr Humphryes and agreed by all members. Clerk to add plan and supporting documents to website. **CLERK**

Cllr Munford expressed thanks to Cllr Smith on behalf of the Parish Council for all his hard work in bringing the Neighbourhood Plan to fruition

15.5 Landscape Masterplan – agreement of action plan : An action plan had been produced by Cllr Humphryes and had been circulated to members in advance of the meeting. Cllr Humphryes proposed that the plan be agreed. Seconded by Cllr Redfearn and agreed by all members.

Cllr Humphryes advised that he would need Councillors to head up work groups. He noted that he would be selecting members to lead particular groups and a request for volunteers could be made in the next Parish Council newsletter.

CLLR HUMPHRYES / CLLR DATE / CLERK

15.6 Furfield Park wildflower meadow : The clerk noted that MBC had awarded an £1800 grant for creation of wildflower meadows in the Furfield Park open space. The total cost would be £2510 with the remaining cost being met from the Parish Council's grant to BMAT. Proposed by Cllr Munford, seconded by Cllr Redfearn and agreed by members with 1 abstention. Clerk and Cllr Munford to finalise work package with contractor. **CLERK / CLLR MUNFORD**

15.7 Firmin's Field – bench / noticeboard / bin : Cllr Jessel thanked everyone who had helped out with the recent tree planting days. Cllr Munford proposed that the Parish Council purchase (from agreed BMAT grant funds) a log seat for Firmins Field, to a value of up to £500. Seconded by Cllr Edmans and agreed by all members. Seat to be sourced from the village woodyard.

The possibility of a dog waste bin for the area was discussed however it was felt that a request should be sent to Loose Parish Council, asking them to consider funding a bin as the field is within their parish, not Boughton Monchelsea. **CLERK**

It was agreed that discussion regarding a noticeboard for the area should be deferred to the next BMAT meeting.

15.8 Flooding and drainage at The Quarries : Covered in item 15.2 above.

15.9 Borough and Parish Council elections : It was noted that Parish Council elections were due to take place in May and that members would need to submit their own papers to MBC. Cllr Munford proposed that, due to the elections, the date of the

next Parish Council meeting should be changed from 5th to 12th May. Seconded by Cllr Edmans and agreed by all members. It was noted that the May meeting may need to be cancelled due to the COVID-19 outbreak. It was agreed by all members that Cllrs Munford and Ellis should be given delegated powers to agree the Parish Council accounts for 2019/20 if this was the case.

Post meeting note : Parish Council elections postponed until May 2021.

- 15.10 Annual Parish Meeting 19th May – initial arrangements : Assuming the meeting is able to take place the following arrangements and speakers were agreed
- BMAT land use to form the main topic of the meeting. Cllr Jessel to speak on how the land will be used by the community including an overview of the newly formed Friends of BMAT group. Cllrs Humphryes and Martin to speak about Salts Wood
 - Neighbourhood Plan – Cllr Smith
 - Highway projects – Cllr Edmans
 - Local Plan review – Cllr Munford
 - KCC issues – Cllr Eric Hotson
 - Police will attend and speak
 - Clerk to arrange refreshments

Post meeting note : Meeting cancelled due to COVID-19 crisis

16. Deferred items schedule :

Cllr Ellis asked for Furfield Quarry option expiry to be included as a separate item on the schedule.

CLERK

17. Any Other Business :

17.1 Concern was expressed regarding potholes in Brishing Lane.

18. Date of Next Meeting:

The next full Parish Council meeting will be held on Tuesday 12th May 2020 at 7pm in the village hall.

Post meeting note : Face to face meeting will not take place due to COVID-19 crisis

There being no further business the meeting closed at 9.30pm.

MINUTE 16 (Parish Council meeting 3rd March 2020)

SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:

DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 3rd March 2020
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. 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 th June. Cllrs Ellis and Evans to attend (7/5/13). Further meeting to be arranged (2/7/13). Meeting arranged for 5 th September. Cllrs Ellis and Evans to attend (3.9.13). Cllr Ellis and Evans attended meeting on 5 th 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 th Dec at 10am. Cllrs Ellis and Evans to attend (4/11/14). Cllrs Ellis and Evans attended meeting on 10 th 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, 1/3/16, 3/5/16, 5/7/16). Meeting with John Taylor has now taken place. Further information on whether the funds will meet anticipated future costs is expected at the end of 2018 (6/9/16). Annual meeting with John Taylor now due (4/7/17). Meeting will be held in June, awaiting confirmation of date from Duncan Hayes (6/3/18). Meeting took place on 5 th June, attended by Cllrs Ellis and Martin (3.7.18). BMAT to write to MBC's Duncan Hayes requesting further information (4.9.18). MBC advised they cannot insist on a meeting therefore Ian Ellis arranging meeting directly with John Taylor (6.11.18). Members agreed to take legal advice on exercising the option agreement. This would be funded from the previously agreed BMAT grant money (15.1.19). Agreement not to exercise option at present. To be reviewed again prior to option expiry in September 2024

			(5.3.19). Further meeting with MBC / John Taylor required. Clerk to arrange (3.9.19)
3.5.18	The Green	Replacement trees	To agree replacement trees to be planted in place of the beech tree that was felled earlier in the year. MBC have approved a walnut tree at present. To be discussed further in October 2018. Discussed at PC meeting 4.9.18 where it was agreed to defer tree choice and planting until completion of the Neighbourhood Plan and Landscape Management Master Plan (4.9.18). MBC tree officer confirmed OK to defer tree planting until next year (6.11.18)
2.7.19	Campfield Farm	Encroachment	BMAT issue. Review July 2022
2.7.19	59 Linton Road	Encroachment	BMAT issue. Review July 2022
3.9.19	11 Harling Close	Encroachment	BMAT issue. Review September 2022
3.9.19	Clerk's salary	Review	Review clerk's salary on an annual basis. Next review due September 2020.
3.3.20	Furfield Quarry	Option agreement	Option expires in September 2024. Review before March 2024