

## BOUGHTON MONCHELSEA PARISH COUNCIL

### Minutes of the Parish Council Meeting held on 7<sup>th</sup> May 2019 in the main hall of Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.00pm

#### Present:

Cllrs S. Munford (Chairman)  
R. Martin  
D. Smith  
J. Skinner  
R. Edmans  
D. Redfearn  
A. Humphryes  
H. Stevens  
N. Wilde  
B. Brown

Parish Clerk  
4 residents

The clerk opened the meeting.

1. **Apologies:** Apologies were received from Cllrs Whybrow, Gershon, Ellis and Date. The clerk noted that Cllr Peter Herrin had resigned on 2<sup>nd</sup> May. Members expressed their gratitude for all Cllr Herrin's hard work during his 15 years as a Parish Councillor, particularly his work in bringing the Parkwood Farm reservoir scheme to fruition and his involvement in highway matters. It was agreed that the clerk should arrange a leaving event. **CLERK**
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. **Elections**
  - 3.1 Chairman (& Chairman's Declaration of Acceptance of Office) :  
Cllr Smith nominated Cllr Munford as Chairman. This was seconded by Cllr Skinner and a vote was taken. It was unanimously agreed that Cllr Munford take on the role of Chairman of the Parish Council for the next year. Cllr Munford and the clerk signed the Chairman's declaration of acceptance of office form.
  - 3.2 Vice Chairman : Cllr Skinner nominated Cllr Smith as Vice Chair. Cllr Smith thanked Cllr Skinner but stated that he would be unable to take up the role due to work commitments and the extent of his role as Chair of the Parish Council's planning committee. Cllr Munford nominated Cllr Ellis as Vice Chair. This was seconded by Cllr Edmans and agreed by all members.

Cllr Munford took over as meeting chair.

#### **4. Appointments**

- 4.1 Planning & Licensing Committee - Chair, Vice Chair and members:  
Cllr Munford nominated Cllr Smith as Chair. This was seconded by Cllr Edmans and agreed by all members.  
Cllr Redfearn nominated Cllr Gershon as Vice Chair. This was seconded by Cllr Martin and agreed by all members.  
Planning committee members were agreed as Cllrs Smith, Gershon, Brown, Martin, Edmans, Redfearn, Humphryes, Whybrow and Date
- 4.2 Finance Committee : Committee members were agreed as Cllrs Munford and Ellis
- 4.3 KALC Representatives : Cllrs Humphryes and Date to act as voting members
- 4.4 Village Hall & Recreation Ground Committee Representatives : Cllr Edmans
- 4.5 Allotment Representative : Cllr Martin
- 4.6 Neighbourhood Watch Representative : Cllr Stevens
- 4.7 Communication Co-ordinators : Cllr Date (newsletter and e-mail circle)
- 4.8 Police Liaison Representative : Cllr Date
- 4.9 Bus Group Representative : Cllr Whybrow
- 4.10 Grants Co-ordinator : Cllr Brown
- 4.11 Highways Representative : Cllrs Edmans and Redfearn
- 4.12 Footpaths Co-ordinator : Cllr Skinner
- 4.13 Tree Preservation Order Co-ordinator : Cllr Skinner
- 4.14 Litter Group Co-ordinator : Cllr Gershon
- 4.15 Conservation Area Management Co-ordinator : Cllr Smith
- 4.16 Speedwatch Co-ordinator : Cllr Date

Cllr Munford thanked all those who had taken on the above roles for the next year

#### **5. Notification of late items for inclusion on the agenda**

No late items

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

No excluded items

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

PCSO Pete Gardner was not present at the meeting but the clerk had compiled the crime figures using the e-watch.co website. There had been 10 reported crimes in March and April, 6 in south ward, 4 in north ward. South ward crimes were 2 incidents of criminal damage, 1 burglary, 1 theft, 1 attempted burglary and 1 shed break-in. North ward crimes were 2 thefts and 2 break-ins.

KCC Warden, Liz Lovatt was not present at the meeting but had provided a written report for the Annual Parish Meeting, summarising her roles and responsibilities.

It was noted that Liz was not at work at the moment and warden, Adam McKinley was covering for the time being.

#### **8. Open Quarter :**

A resident queried footway arrangements on Green Lane associated with the Lyewood Farm development. Cllr Smith advised that Crest would be constructing a

new path, from Old Tree Lane to the existing path on the north side of the Green Lane. He added that Crest also have an obligation to increase the width of the existing path in front of White Cottage but details of this were yet to be confirmed. It was noted that a meeting was being arranged with the landowner. **CLERK**

A resident stated that a 30mph sign had been knocked over on Green Lane, adjacent to Tudor Cottage. Clerk to report to KCC. **CLERK**

Rev Phil Goodey spoke on behalf of St Peters Church and thanked the Parish Council for their ongoing support with churchyard maintenance. He went on to speak about the baby and toddler group, Helping Hands, Friendship Circle and Regency Dancers and thanked the Parish Council for the grants that had been received by these groups last year.

Rev Goodey spoke about a forthcoming merger of ecclesiastical districts whereby Boughton Monchelsea will merge with Park Wood. He added that this change will take effect in April 2020 when he will become vicar of both areas, covering a total population of around 11,500. He stated that the church will be looking to work more closely with the 'Princess Project' in the future. It was noted that the Parish Council were always keen to engage more with north ward parishioners. Rev Goodey suggested that the Parish Council may wish to use Christ Church hall in Park Wood as a venue for a Parish Council meeting at some point in the future.

A resident / allotment holder thanked the Parish Council for the recent grant towards the cost of a new roof for the allotment portacabin. He noted that the work was now complete.

Jen Cleaver spoke on behalf of the village fete committee and thanked members for the grant that had been awarded last year which had been used towards hi vis vests, flyers and hay bales. She explained that the committee would have to buy new bunting at a cost of £150 for 50m as this had been stolen last year. Other costs would include printing, medals, presentation cups, raffle tickets and toilet hire.

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

Cllrs Munford and Skinner declared interests in item 17.1 Grants (as members of the village fete committee and in Cllr Munford's case, his involvement in 'Helping Hands'). As trustees of BMAT, all members (except Cllr Munford) declared an interest in any item related to Boughton Monchelsea Amenity Trust.

As BMAT trustees, all members were given dispensation to discuss and vote on any item relating to Boughton Monchelsea Amenity Trust.

**10. Matters outstanding from minutes of meeting on 5<sup>th</sup> March 2019 and not included in agenda:**

8 / 12.2 Community Right to Bid : It was agreed that Cllrs Martin and Munford would set up a meeting with MBC's Corporate Property Manager, Lucy Stroud, to discuss further. **CLLR MARTIN / CLLR MUNFORD**

15.5 Tree Policy : The clerk noted that this was ongoing **CLERK**

11. **Minutes of the meeting held on 5<sup>th</sup> March 2019. Agreement of and signature by Chairman of the Parish Council :**

The minutes of the Parish Council meeting held on 5<sup>th</sup> March were agreed as correct by members. Proposed by Cllr Smith, seconded by Cllr Edmans and agreed by all members.

12. **Clerk's report**

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

- Coakley Cleaners have been engaged to empty the Parish Council's five dog waste bins at a cost of £10 / bin / visit. Emptying would be carried out on a fortnightly basis
- An RTC had taken place recently at the Cock Inn junction. This had been reported to Cllr Eric Hotson and had been added to the Parish Council's RTC log. The Parish Council continue to lobby KCC for improvements to this junction
- KCC are investigating the possibility of a temporary 20mph speed limit on Green Lane to slow traffic heading to and from the Lyewood Farm site. A resident had complained to KCC regarding the exclusive use of Green Lane for construction traffic. Officers had reviewed this but were in agreement with the Parish Council that the only practical route to and from site is via Green Lane at the Cock Inn junction

13. **Finance Report:**

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

RIP Cleaning Services	Dog bin emptying - February	96.00
Village hall committee	Hall hire - February	36.00
D. A. Edwards	Log seats for Furfield Park open space	240.00
Kent County Council	Stationery	51.84
EDF Energy	Electricity to parish hut	80.18
MLM Consulting Engineers	20mph zone design fees	3,603.00
Parish Clerk	Clerk's salary - March	1,035.62
Parish Clerk	Clerk's expenses - March	123.93
HMRC	Employer / Employee NI + PAYE (March)	131.95
C. W. Morgan	Materials for allotment portacabin roof repairs	250.00
P. Waring	Landscape maintenance work throughout the parish (1 Apr 18 to 31 Mar 19)	10,060.86
RIP Cleaning Services	Dog bin emptying - March	96.00
RIP Cleaning Services	Dog bin emptying - April	24.00
<b>** Tantons Tree Surgeons **</b>	Making safe tree in Walk Meadow	360.00
CLF Fencing	Fencing work on BMAT land	545.42
MLM Consulting Engineers	20mph zone – Principal Designer fee	864.00
Parish Clerk	Clerk's salary – April	1050.46
Parish Clerk	Clerk's expenses – April	63.65

HMRC	Employer / Employee NI + PAYE (April)	114.76
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**Receipts:**

MBC	Member community grant for war memorial plaque	500.00
MBC	Precept 2019/20	76,963.00
Book purchasers	Upon the Quarry Hills book sales	30.00
Allotment leaseholders	Allotment rent	35.00

**Balances as at 30<sup>th</sup> April 2019 :**

Current Account	130,526.96
Business Reserve	425.37
National Savings	303.32
<b>Total Financial Assets</b>	<b>131,255.65</b>

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.

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

13.2 Agreement of Parish Council accounts for 2018/19 : Parish Council accounts for 2018/19 were approved by all members, subject to internal audit (proposed by Cllr Munford, seconded by Cllr Smith).

The annual governance statement on the Audit Commission annual return was approved by all members (proposed by Cllr Munford, seconded by Cllr Smith). The clerk confirmed that the internal audit would now be completed and then the annual return submitted to the Audit Commission.

**CLERK**

13.3 Final agreement of budget for 2019/20 : The clerk advised that the budget had been amended to suit the end of year figures for 2018/19. Cllr Smith proposed that the amended budget be agreed. Seconded by Cllr Edmans and agreed by all members.

**14. Correspondence:**

14.1 KALC – Subscription for 2019/20 : The clerk explained that annual subscription to KALC would cost £931.74 + VAT. It was noted that, in the past, KALC had provided vital legal and procedural advice to the Parish Council. Cllr Munford proposed that the Parish Council subscribe to KALC for the next year. Seconded by Cllr Smith and agreed by all members.

14.2 MBC – Lyewood Farm road names : The clerk advised that Crest Nicholson had submitted proposed road names to MBC. After discussion, members agreed that these names should be rejected in favour of continuing the theme of using the names of those people from Boughton Monchelsea who lost their lives in WWI and II. Clerk to inform MBC. It was noted that Commander Jolly was the first person

killed in WWII and his name should definitely be used, assuming it fits MBC's road name checks. **CLERK**

14.3 KCC – bus shelter grant : The clerk explained that KCC had notified parishes of a parish bus stop shelter grant scheme whereby councils are able to apply for match grant funding, covering up to 50% of the cost of a new or replacement bus stop, to a maximum value of £3000. It was agreed that the clerk should take this forward based on a replacement bus shelter for Church Street and a maximum £3000 financial commitment from the Parish Council. In order to prevent anti-social behaviour it was agreed that the shelter should be a traditional timber cantilever design with no sides or seating, as the existing metal shelter. Cllrs Humphryes and Edmans agreed to obtain quotes and the clerk stated she would complete and submit the application form. **CLLRS HUMPHRYES & EDMANS, CLERK**

15. **Planning Report:**

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

		<b>MBC notified</b>
19/500715	Barton Cottage, 40 Church Street, Boughton Monchelsea Erection of part two storey, part single storey rear extension <b>DECISION :</b> No objection. MBC should ensure there is no adverse impact on the private amenity of neighbouring residents	5/3/19
19/500325	Shibblers, Brishing Lane, Boughton Monchelsea Demolition of existing detached garage and erection of replacement garage with first floor storage. First floor front extension and pitch roof to existing office and utility with 2 no. roof lights <b>DECISION :</b> No objection / comment	25/3/19
19/500911	12 Haste Hill Close, Boughton Monchelsea Extension of dropped kerb to allow additional off road parking <b>DECISION :</b> No objection / comment	25/3/19
19/501209	Lewis Court, Green Lane, Boughton Monchelsea Proposed erection of a front boundary wall with railings and new gateway arrangement <b>DECISION :</b> No objection / comment	25/3/19
19/501210	Lewis Court, Green Lane, Boughton Monchelsea Listed building consent for the proposed erection of a front boundary wall with railings and new gateway <b>DECISION :</b> No objection / comment	25/3/19
18/501129	Mulberry Barn, Hermitage Lane, Boughton Monchelsea Demolition of the existing (approved C3) structure and the erection of a new three bedroom single storey barn dwelling and associated garage building for two cars. Development to include temporary site accommodation, landscape and planting	16/4/19

enhancements

**DECISION :**

No objection / comment

19/506684 Chief Glen K9 Training School Ltd, Brishing Lane, Boughton Monchelsea 16/4/19

Retention of a mobile home (occupied a maximum of 20 nights in any calendar month); a portakabin, kennels, hydrotherapy pool, office, obstacles and jumps and polytunnel in connection with the continued use of the site by Chief Glen K9 Dog Training School (REVISED DETAILS ONLY)

**DECISION :**

- The Parish Council have no objection to the application in principle if the purpose of the additional nights' occupation is for management and monitoring of the business. Should the business use of the site cease then occupation of the mobile home should also cease
- Since the business use of the site appears to be expanding, improved facilities for vehicles leaving Brishing Lane should be provided. The current situation provides minimal space for cars to leave the road before the gate can be opened to access the site

19/501536 Wierton Hall Farm, East Hall Hill, Boughton Monchelsea 16/4/19

Erection of a single storey building containing staff accommodation / holiday let and staff training room

**DECISION :**

The Parish Council have no objection to the application but would like assurance that the existing mobile home on the site of the proposal will be removed from Wierton Hall Farm.

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

- 19/500234 Gravitts Farm, Peens Lane, Boughton Monchelsea  
Erection of a single storey rear extension. Conversion of garage with internal alterations to ground floor and stairs
- 19/500235 Gravitts Farm, Peens Lane, Boughton Monchelsea  
Listed building consent for the erection of a single storey rear extension. Conversion of garage with internal alterations to ground floor and stairs
- 19/500083 Vehicle Dealership, Cuxton Road, Maidstone  
Advertisement Consent for 2no. Sign A (Peugeot Building Mounted Chrome Corner Lights); 1no. Sign B (Peugeot Building Mounted Letters Sign); 1no. Sign C (Peugeot Building Mounted Lion Sign); 1no. Sign D (Peugeot Building Mounted Dealer Name Sign); 1no. Sign E (Peugeot Building Mounted Portique); 2no. Sign F (Peugeot Freestanding Totem Sign); 2no. Sign G (Peugeot Freestanding Flags).
- 18/505205 Boughton Service Station, Heath Road, Boughton Monchelsea  
Change of use of redundant petrol station forecourt to car wash and valet services (resubmission of 18/501945)
- 18/503628 Land at Langley Park, Sutton Road, Maidstone  
Placement of a link road between land at Langley Park (Phase 3b/4) and Site Allocation H1 (10) South of Sutton Road, Langley and necessary

- 18/502831 ecological mitigation and drainage works  
River Farm, Chart Hill Road, Staplehurst  
Lawful Development Certificate for the existing use of the land and buildings for the grading, packing, storage and distribution of fruit including up to 31 HGV traffic movements per day, on site storage capacity of 39,000 cubic metres with 23,444 tonnes annual throughput of the packing operation of which 11,544 tonnes of fruit processed on site not originating from River Farm owned or leased land.
- 19/500911 12 Haste Hill Close, Boughton Monchelsea  
Extension of dropped kerb to allow additional off road parking
- 19/500715 Barton Cottage, 40 Church Street, Boughton Monchelsea  
Erection of a part two storey, part single storey rear extension

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

- 19/500135 Land rear of 92 The Quarries, Boughton Monchelsea  
Construction of two self-contained detached dwellings

**The following application(s) have been notified as WITHDRAWN**

- 18/506489 Kent Police Training Centre, Coverdale Avenue, Maidstone  
Replacement of existing boundary fencing including pedestrian and vehicle gates with new 2.4m high fencing and pedestrian and vehicle gates
- 18/503534 T-Mex House, Bircholt Road, Maidstone  
Change of use from class B8/B2 to sui generis (car sales). Refurbishment of building including replacement mezzanine floor for customer refreshment area and office accommodation. New facade to front elevation. Workshop building to be demolished and site at front of existing building to be levelled off removing existing ramps to create a levelled platform for parking and car display. Two new canopies across front of building.

**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

**16. Representatives' Reports:**

16.1 KALC: Cllr Humphryes stated that he had attended recent meetings.

16.2 Allotments : Cllr Martin thanked the clerk for all her hard work and added that there was now only one vacant half plot on the site. Once this was filled, a waiting list of prospective tenants would be maintained.

16.2.1 Allotments at Langley Park : Cllr Ellis was not at the meeting but had advised the clerk that Taylor Wimpey had asked whether the Parish Council would be willing to take over and manage the new allotment site at Langley Park. Cllr Munford

proposed that Cllr Ellis be given delegated powers to negotiate the freehold of the site and all other relevant details, assisted by Cllr Stevens. Seconded by Cllr Redfearn and agreed by all members. It was noted that parking spaces were shown on the current allotment layout. It was noted that this could become a contentious issue and further details would need to be discussed with Taylor Wimpey.

**CLLRS ELLIS & STEVENS**

16.3 Village Hall & Recreation Ground : Cllr Edmans advised that the committee had held their AGM the previous week. It was noted that the CCTV camera in the playground needs a tamper proof cover, as the camera is now pointing down to the bench instead of across the play area. Cllr Edmans advised that the committee were seeking legal advice on the possibility of merging charities / bank accounts. Cllr Martin stated that the committee would need to seek advice and permission from the Parish Council. Cllr Ellis to advise further. **CLLR ELLIS**

16.4 Neighbourhood Watch : Cllr Stevens noted that the first meeting of the new Neighbourhood Watch group would take place in the village hall on 15<sup>th</sup> May and PCSO's Pete Gardner and Neil Denney would be attending. She added that NHW would be having a stall at the village fete and Boughton Fest.

Cllr Stevens advised that she had joined the Langley Park Neighbourhood Watch Facebook group

16.5 Police Liaison : Cllr Date was not present at the meeting.

16.6 Bus group : Cllr Whybrow was not present at the meeting. Cllr Munford stated that it would be important for the Council and parishioners to comment on the new trial bus service once it starts in the summer.

## 17. **Items for Discussion:**

17.1 Grants for 2019/20 : The following grants were agreed. As a fete committee member, Cllr Munford abstained from voting on the grant that was awarded to the village fete committee

- Boughton Monchelsea Brownies £200
- Boughton Monchelsea Friendship Circle £300
- Boughton Monchelsea Scouts £300
- Boughton Monchelsea baby & toddler group £200
- Boughton Monchelsea Helping Hands £300
- Boughton Monchelsea Bowls Club, up to £250
- Boughton Monchelsea Community Choir £300
- Boughton Monchelsea Regency Dancers £250
- Boughton Monchelsea Women's Institute £300
- Boughton Monchelsea village fete committee £500
- St Peters Church £2500 contribution towards grass cutting. To be paid directly to Steve Waring at the end of the financial year.
- Royal British Legion £350 (to be paid via the church prior to remembrance day)
- Salvation Army £350 (to be paid following Carols on the Green in December)
- Furfield Park open space group £200

## 17.2 Final details for APM on 21<sup>st</sup> May :

The APM agenda / running order was agreed as follows :  
Address by Parish Council Chairman, Steve Munford  
Presentation by Cllr Smith on the Neighbourhood Plan  
Presentation by Cllr Edmans on Highways  
Presentation by MBC's John Edwards  
Presentation by Kent County Councillor, Eric Hotson  
Local organisations  
Parishioner of the year presentation  
Open forum, followed by refreshments

It was agreed to deliver flyers around the village in the week before the meeting. A budget of £30 was agreed for printing costs. **CLERK**

Cllr Date had recently delivered the Parish Council newsletter and Neighbourhood Plan flyers to every household and business in the parish. Due to the increase in housing at Langley Park it was agreed that Cllr Date's delivery fee should be increased to £300 per edition. A one-off delivery fee of £100 was also agreed for delivery of Neighbourhood Plan flyers to businesses in the parish. It was noted that any mileage should be claimed separately.

## 17.3 Parkwood Farm reservoir update : Cllr Redfearn advised that there is still an amount of rubbish that needs to be cleared, downstream of the outfall.

**CLLR REDFEARN**

Cllr Munford spoke regarding Peter Herrin's hard work and enthusiasm in bringing the reservoir scheme to fruition. It was agreed that a gift from the Parish Council should be purchased to a value of up to £150 and a leaving event should be planned over the summer, to fit in with Peter's schedule. **CLERK**

## 17.4 North Ward update : Cllr Stevens and the clerk reported as follows :

- Overgrown vegetation obstructing the footpath at Joywood had been reported to KCC. Hedging had since been cut back
- A request had been made to KCC Councillor, Gary Cooke, for double yellow lines at the junction of Joywood and Brishing Lane to improve road safety for vehicles turning in and out of the development. Clerk to add to the Parish Council's Highway Improvement Plan **CLERK**
- Suspected drug dealing taking place in the woodland strip at Roman Way. Cllr Stevens advised that she had spoken to PCSO Neil Denney. It was agreed that the clerk should contact the Police about this, copying in to the Crime Commissioner **CLERK**
- Residents had requested dog waste bins at Langley Park. The clerk advised that there would be a country park on the site in the future, managed by BMAT. This might be an appropriate place for bins and would be considered by BMAT once the park was complete. In addition, once the Langley Park

- development is complete, a management company will take over the public areas and could be approached regarding installation of litter bins **CLERK**
- Residents had requested traffic calming at Langley Park. This would be a matter for KCC. Clerk to contact Cllr Gary Cooke and request a meeting to discuss this and other north ward highway issues **CLERK**
  - Residents had expressed concern regarding lack of parking around Langley Park primary academy. The clerk noted that Taylor Wimpey were still building in the area and once the new roads were open and homes occupied then hopefully the parking situation will ease. It was agreed that this issue should be added to the deferred items schedule
  - It was noted that Brishing Lane was full of litter. Clerk to contact MBC's John Edwards, requesting a litter pick when the crew are next in Boughton Monchelsea **CLERK**

The meeting was adjourned at 9.15pm for 10 minutes to allow a brief planning meeting to take place. Cllr Skinner left the meeting at this point. Parish Council meeting resumed at 9.25pm.

17.5 Health & Safety Issues : Cllr Munford advised that Cllr Edmans would be erecting 'danger, keep out, sheer drop' signs on the fence line at the southern boundary of Walk Meadow **CLLR EDMANS**

17.6 Emergency Plan : Cllr Munford noted that the Parish Council's emergency plan had not yet been adopted by KCC. Cllr Munford proposed that a small committee, led by Cllr Brown, be formed to update the plan and arrange adoption. Cllrs Edmans, Redfearn and Martin agreed to assist with this. **CLLR BROWN**

17.7 Repairs to finger post sign in The Quarries : Cllr Edmans advised that the sign had been taken down and was in storage in the wood yard. The timbers were beyond repair but the lettering could be re-used. The wood yard had provided a quote for a new sign which MBC had agreed to fund. Cllr Humphryes kindly agreed to paint the sign **CLLR HUMPHRYES**

17.8 37 The Quarries – root balls in quarry face : Cllr Munford explained that there were two very large root balls overhanging the top of the quarry face in the back garden of 37 The Quarries. The resident had been in touch with the Parish Council to express concern about this. It was noted that the land at the top of the cliff face belongs to BMAT (Walk Meadow). Cllr Munford and the clerk had visited site and arranged for 2 tree surgeons to advise on the best course of action. It was agreed that Cllr Munford and the clerk should be given delegated powers to spend up to £3000 on dealing with the above. **CLERK**

17.9 Dog waste bins : The clerk noted that an alternative contractor had been engaged to empty the 5 dog waste bins on a fortnightly basis, at a cost of £10/ bin / visit. Due to environmental health issues, a decision on this had to be made prior to the meeting however Councillors were in agreement and formally approved the decision.

17.10 War memorial plaque : Cllr Munford proposed that the school memorial plaque should be replicated and positioned in the village hall foyer, adjacent to the existing

plaque. The new board would contain the names of those who lost their lives in WWI and II who had attended Boughton Monchelsea primary school. There would be some replication of names on both boards as the existing plaque contains the names of those who lived in Boughton Monchelsea. The total cost of the plaque would be £1246 however Cllr Munford had provided £500 from his Borough Council member fund so the cost to the Parish Council would be £746. Seconded by Cllr Brown and agreed by all members.

**CLLR BROWN**

**18. Deferred items schedule :**

- 18.1 The following item would be added to the deferred items schedule :  
Parking adjacent to Langley Park primary academy

**19. Any Other Business :**

- 19.1 Cllr Humphryes advised that he would make another Heath Road flower planter, if required. The Parish Council would just pay for the materials
- 19.2 Cllr Martin advised that he had written to MBC as a resident regarding the interactive speed sign that should have been installed adjacent to Linton Park School, but had received no response.
- 19.3 Cllr Redfearn noted the continued fly tipping in Boughton Lane. This had been reported to KCC.
- 19.4 The clerk reported that the housing association for Lyewood Farm had now been appointed – Town & Country Housing Group. Further information on the local needs affordable housing would be added to the website. It was noted that north ward residents would also be able to benefit from this.

**CLERK**

**20. Date of Next Meeting:**

The next full Parish Council meeting will be held on Tuesday 3<sup>rd</sup> July at 7pm in the village hall.

There being no further business the meeting closed at 10.10pm.

## MINUTE 18 (Parish Council meeting 7 May 2019)

### SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 7 May 2019
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 <sup>th</sup> June. Cllrs Ellis and Evans to attend (7/5/13). Further meeting to be arranged (2/7/13). Meeting arranged for 5 <sup>th</sup> September. Cllrs Ellis and Evans to attend (3.9.13). Cllr Ellis and Evans attended meeting on 5 <sup>th</sup> 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 <sup>th</sup> Dec at 10am. Cllrs Ellis and Evans to attend (4/11/14). Cllrs Ellis and Evans attended meeting on 10 <sup>th</sup> 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). Annual meeting will be held on 5 <sup>th</sup> June – Cllrs Ellis and Martin to attend (1/5/18)
1/5/18	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.
7/5/19	Langley Park	Parking	Review parking situation around the primary school once the housing development is complete.