

BOUGHTON MONCHELSEA PARISH COUNCIL
Minutes of the Parish Council Meeting held on 6th January 2009
In Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.30pm

Present: Cllrs R. Fuller (Chairman)
I. Ellis
N. Mitchell
K. Filmer
L. Oliver
J. Thompson
P. Herrin
G. Mumford
S. Witherington
S. Munford
M. Bray

Cllr Mike Fitzgerald
Parish Clerk
PCSO Laura Shave
Liz Lovatt (KCC Community Warden)
Mr Brian Patey

1. **Apologies:**
Apologies were received from Cllr Boden (work), Cllr Puttock (illness), Cllr Smith and Cllr Clarke
2. **Notification of late items for inclusion in the agenda:**
No late items
3. **Exempt Items (Standing Order 61):**
It was agreed that agenda item 10.3 should be an exempt item
4. **Reports from Maidstone Police / PCSO and KCC Rural Community Warden**
PCSO Laura Shave reported crime figures from 4/11/08 to 5/1/09 :
Four incidents of theft (three motor vehicles and telephone engineering equipment)
Two incidents of criminal damage (ice cream thrown at a window and a damaged car)

New KCC Community Warden, Liz Lovatt introduced herself and explained that a particular area of concern that she had identified was the zebra crossing on Heath Road adjacent to the primary school. She explained that the crossing in Coxheath has poles either side that are lit from within and it may be worth considering this for the crossing on Heath Road. The clerk explained that a scheme for a temporary 20mph speed limit is currently within the Kent Highways system and a decision is expected in late January on whether this will be implemented or not.

Liz explained that another problem in the parish is fly tipping. She stated that there have been 14 incidents of fly tipping in the areas she covers since mid November. Cllr Mitchell stated that the recycling centre at Tovil is not open for commercial use

and the nearest place to tip commercial waste is Sittingbourne. It was agreed that this was contributing to the fly tipping problem greatly and that a letter should be written to Cllr Hotson stating the case for Tovil to be opened up for commercial tipping.

CLERK

5. **Open Quarter:**

Cllr Fitzgerald spoke regarding speedwatch.

6. **Declarations of Interests:**

An interest was declared by Cllr Fuller in agenda item 14.1

14. **Items for discussion :**

14.1 Parish Plan : talk by Brian Patey : It was agreed to bring this item forward.

Cllr Fuller introduced Brian Patey. Mr Patey explained that he is a graphic designer and has produced parish plans for six different parishes in Kent. Mr Patey showed councillors examples of plans he has produced and gave rough costings for each. He explained that a basic black and white plan that he had produced had cost in the region of £800 for 600 copies. Another colour plan had cost around £3500 for 2000 copies. Mr Patey left copies of each of the plans he has produced for councillors' information.

Mr Patey explained that 'Action for Communities in Rural Kent' would be able to advise on suitable content for a parish plan and on how best to formulate a questionnaire to be sent out to parishioners as an early step in the production of a plan. Cllr Fitzgerald advised contacts from Rural Kent were Victoria Lawson and Trevor Skelton and that further information could be obtained from www.ruralkent.org. It was agreed that Rural Kent should be invited along to the next parish council meeting to speak.

CLERK

Cllr Ellis suggested that the parish council should definitely consider producing an updated plan and that it should be a working document rather than just a source of information. Cllr Ellis proposed that the Parish Council proceed with the idea, Cllr Bray seconded the proposal. All councillors were in favour. It was agreed that a working group would be required to take this forward and Cllrs Mumford, Thompson, Herrin, Oliver and Munford agreed to be involved. It was agreed that as a first step, letters should be written to each of the village organisations asking whether they would like to join the working group and be involved in the formulation of a new parish plan.

CLERK

Cllr Fuller thanked Mr Patey for attending.

7. **Minutes of the last meeting:**

The minutes of the meetings held on 4 November 2008 and 2 December 2008 were agreed as correct.

8.. **Clerk's Report:**

The contents of the Clerk's Report were noted. As an update, the clerk explained that Highways had advised that the chevron signs at the bottom of Beresford's Hill would be installed in the next few weeks.

Cllr Fuller spoke regarding the lack of response to the idea of a youth council. Cllr Filmer explained that the scouts are interested in this. It was agreed that an adult would be required to head this up and that the KCC community warden may be interested in taking this forward. Clerk to speak to Liz Lovatt. **CLERK**

9. Matters arising from minutes not included in agenda

Cllr Fuller queried whether Cllr Munford had made any progress with the Linton Boundary Project. Cllr Munford advised that he is arranging a walkabout

CLLR MUNFORD

Cllr Fuller queried the need for an amenity trust accounting procedure. Cllr Fuller suggested that a budget be set at the start of each year for amenity trust spending. Cllr Ellis advised that this would be impractical but that suitable checks on spending could be carried out throughout the year and at the end of the financial year before any grant allocations were made. It was agreed that no budget would be set.

10. Finance Report:

Payments since last meeting (incl VAT):

N. Tuck	Newsletter delivery	100.00
Parish Clerk	Expenses (stamps / printing)	72.84
The Royal British Legion	Grant	250.00
Kent County Council (KCS)	Newsletter printing	296.40
RIP Cleaning Services	Dog bin emptying/ November	43.24
Reliance Security Services Ltd	Village hall car park security	123.38
Kent County Council (KCS)	Envelopes	9.43
Village Hall Committee	Hall hire	27.00
N. Mitchell	Fencing materials (adj woodyard)	15.87
Wilson Tree Surgery	Tree work at Walk Meadow and Quarry Wood	2472.50
EDF Energy	Parish hut electricity	25.66
Kent County Council (KCS)	Table trolley (re-chargeable to village hall committee)	224.94
Kent County Council (KCS)	Desk for parish office	111.27

Receipts:

Cash	'Upon The Quarry Hills' book sales	50.00
Cheque	Village hall committee – car park security	577.50
Cheque	Village hall committee - equipment	19.62

Balances as at 30 December 2008:

Current Account	9143.74
Business Reserve	16353.17
National Savings	51874.02
Total Financial Assets	77370.93

The statement was agreed as a true record.

10.1 MBC : Parish Precepts 2009/10 – to set the parish precept.

It was suggested that the precept should be increased by 3% from 2008/09 to a figure of £32,862 for 2009/10. This equates to a rise of 82 pence for a band D property, from £27.15 to £27.97. Proposed by Cllr Ellis, seconded by Cllr Munford, agreed by all. Precept form signed by Chairman and clerk. Clerk to return form to MBC. **CLERK**

10.2 MBC : Concurrent Functions Additional Bids – update

It was agreed that a letter should be written to MBC expressing concern that the borough council is considering cutting resources available for one off bids and urging them strongly to reconsider **CLERK**

Clerk to write to MBC giving more information on level of funding required for one off bids, i.e. Bereford's Hill footpath, Brishing Lane footpath and ball wall **CLERK**

10.3 Clerk's salary and allowances review with effect from 1.4.08 : exempt item

10.4 Grant to Salvation Army Band : It was agreed that a donation of £275 be made to The Salvation Army Band. Proposed by Cllr Fuller, seconded by Cllr Filmer. Agreed by all. **CLERK**

Cllr Ellis reminded the clerk to book the band for Carols on The Green 2009.

CLERK

11. **Correspondence:**

11.1 MBC : Conservation area appraisals – The Quarries / Cock Street :

The contents of the appraisal documents were noted. Cllrs Ellis, Munford, Herrin, Thompson and Fuller confirmed that they would be attending the walkabout with representatives from MBC on Saturday 17th January at 9am.

11.2 KCC : Proposed diversion of public footpath KM119 :

Cllr Bray and Munford agreed to visit the site on Saturday 10th January. Cllr Bray to advise the clerk and Cllr Fitzgerald of any objections to allow comments to be sent back to MBC in time for the deadline of 12th January. **CLLR BRAY / CLERK**

11.3 MBC : Information on Planning Enforcement Activity :

The clerk advised that she has advised MBC that exempt information meetings are possible within the constitutional arrangements of the Parish Council. The clerk advised that MBC will now be able to provide a more detailed list of planning enforcement issues in the parish

11.4 KCC : Application to Youth Capital Fund : It was noted that the ball wall application had not been successful

11.5 KCC : Direct bus link to Coxheath : The contents of KCC's letter were noted. It was stated that the vicar of St Peter's church had indicated that the church minibus could be made available for providing a transport link to Coxheath. Cllr Filmer agreed to set up a meeting with Geoff Davis to progress. Items to be discussed to include proposed level of financial support from the Parish Council and agreement of how often the minibus can be made available each week. **CLLR FILMER**

It was suggested that it would be a good idea if doctors' appointment times for residents using the minibus could be linked to the bus operating times (e.g. 2 mornings per week, days to be agreed). Cllr Ellis agreed to discuss this with the practice manager at the Stockett Lane surgery **CLLR ELLIS**

11.6 Letter ref large HGV's using Wierton and East Hall Hills :
The clerk advised that Highways will shortly be installing signs at this location.

12. **Planning Report:**

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

		MBC notified
MA/08/2051	6 Church Street, Boughton Monchelsea Applicant : Mr Wright Erection of a front entrance porch and single storey rear extension (resubmission of MA/08/1331) DECISION : No comment / objection	11/11/08
MA/08/1864	The Homestead, 18 Haste Hill Road, Boughton Monchelsea Applicant: Mr Stevens Erection of part single storey part two storey rear extension including attached garage DECISION: No comment / objection	11/11/08
MA/08/TEM P/ 0052 & MA/08/2186	Cornwallis Academy, Hubbards Lane, Linton Applicant: Kent County Council Demolition of existing school buildings, erection of new academy, re-provision of outdoor playing pitches, new 4 court MUGA, 247 car parking spaces, 14 disabled parking spaces, 250 bicycle spaces, strategic landscaping works and associated circulatory access roads. DECISION: Boughton Monchelsea Parish Council have the following comments to make : 1. The junction between Hubbards Lane and Heath Road needs to be significantly improved and provision of a roundabout at this location should be seriously considered. 2. Attention needs to be given to the new bus entry point from Heath Road with specific regard to adequate visibility and splays.	2/12/08

3. Consideration should be given to providing a dropping off bay for parents dropping their children by car to the pedestrian entry point on the A229.
4. Given the current problems with illegal / inconsiderate parking at school pick up time, careful consideration should be given to the drop off / collection arrangements for parents.
5. Confirmation of contractors' access points is required. In addition, what measures are planned to minimize disruption to the road network during the construction phase?
6. Community Use of the New School –
 - a. Suggest a condition is applied that secures a defined level of local community use of the school buildings and grounds. A 'community access plan' should be drawn up that identifies within reasonable parameters what facilities will be made open to the public, when and for what level of cost. Given that virtually the whole of the capital cost and the revenue costs will be met out of the public purse, access levels should be defined and affordable otherwise there is a high probability that the school will work to minimise access and charge heavily.
 - b. The plans do not indicate how facilities or zones within the building could be isolated to allow controlled access outside of school hours to say a suite of sports and leisure facilities, the theatre and a range of specialist and general teaching spaces. Open access everywhere once through the front doors will make community use difficult to control and hence create reasons for blocking it. A defined 'community centre within the school' area that can be self contained would be ideal
 - c. No separate community entrance or community office is indicated on the plans. The main entrance could be used but arrangements would need to be in place for community use reception function.

7. A high level of parking is proposed. A green travel plan ought to be a requirement to help limit its use
8. Future flexibility – no conventional general classrooms are proposed. Instead pupils will be taught in large, double height areas with up to 80 students learning in each of these ‘plazas’. This is an interesting approach but what will happen if it doesn’t work and in the future the school wishes to revert to a more traditional approach? The plaza spaces would not appear to lend themselves to subdivision into sufficient conventional classrooms. This would be likely to require additional buildings in the grounds. The design of the new academy could be reconfigured slightly to allow the innovative teaching spaces as proposed but with the flexibility to accommodate conventional classrooms in the future if required. Future proofing schools for the next 50-60 years should be a key factor in their design as teaching styles will change hugely over that period.
9. The number of students will be increased by circa 150 with resultant increase in pressure on road network, although percentage increase in traffic is likely to be negligible.
10. Impact on the amenities of local residents will increase through the relocation of the school building as it will be considerably closer to the neighbouring properties. Impact on the residents off Linton Road will potentially increase significantly in relation to noise and external lighting.
11. The location of the new school building does not relate in any way to the surrounding context with its position appearing to arbitrarily relate solely to avoiding the existing school buildings.
12. Part of the existing school site (former car park) appears to have been omitted from the new school grounds. What use is proposed for this?
13. Are any works or contribution proposed to the Linton Cross roads junction?

MA/08/2119 Whiteways Farm, Hermitage Lane, Boughton Monchelsea 25/11/08
 Applicant : Ms Edmans
 Planning application for engineering works to raise level of land

MA/08/2127	<p>DECISION : No objection / comment</p> <p>Parkwood Trading Estate, Cuxton Road, Maidstone</p> <p>Applicant : Mr Janes</p> <p>Variation of condition 3 of MA/06/2103 (Demolition of 50% of existing buildings on the site and erection of seven new light industrial units plus new (additional) vehicular access point to Cuxton Road) to allow trading on Sundays between the hours of 10.00 and 16.00</p> <p>DECISION : No objection / comment</p>	25/11/08
MA/08/2179	<p>8 Cock Cottages, Green Lane, Boughton Monchelsea</p> <p>Applicant : Mr Davidson</p> <p>Erection of a part two storey and part single storey rear extension (re-submission of MA/08/1023)</p> <p>DECISION : No objection / comment</p>	12/12/08
MA/08/2307 & 2308	<p>Brishing Court Barn, Brishing Lane, Boughton Monchelsea</p> <p>Applicant : RF & JK Woodgate</p> <p>Planning application for replacement entrance doors and erection of first floor fire exit with internal staircase and internal alterations. Resubmission of MA/08/1413. Listed building consent for the replacement of entrance doors and new fire exit door.</p> <p>DECISION : No comment / objection</p>	
MA/08/2301	<p>Wierton Hall Farm, East Hall Hill, Boughton Monchelsea</p> <p>Applicant : Mr Curteis</p> <p>Erection of 1 no. dwelling and detached garage</p> <p>DECISION : No comment / objection provide the non-conforming use ceases (the owners have indicated that they are prepared to move the tree cutting business to a new site as a trade-off for the new house)</p>	24/12/08
MA/08/2369	<p>The Poppies, Cliff Hill, Boughton Monchelsea</p> <p>Applicant : Mr Cheeseman</p> <p>Erection of two storey side extension. Resubmission of MA/08/1352</p> <p>DECISION : No comment / objection</p>	30/12/08
MA/08/2385	<p>54 The Quarries, Boughton Monchelsea</p> <p>Applicant : Ms Judge</p> <p>Erection of a first floor extension</p> <p>DECISION : No comment / objection</p>	30/12/08

Items dealt with under delegated authority:

None

The following applications have been APPROVED by MBC :

MA/08/1700 New Line Learning Academy, Boughton Lane, Maidstone
Demolition of existing school buildings, erection of new academy, including erection of vocational centre, re-provision of outdoor playing pitches, new 6 court MUGA, 153 car parking spaces, 150 bicycle spaces, strategic landscaping works and associated

- circulatory access roads.
- MA/08/1494 Land SE Parkwood Industrial Estate, Langley Park Farm West, Bircholt Road, Maidstone
Change of use of land and erection of depot facility (sui generis) to include general storage, servicing and storage of vehicles and ancillary offices with associated parking, access and landscaping
- MA/08/1752 & 1753 Fir Tree Cottage, The Quarries, Boughton Monchelsea
Proposed extension and alterations, including listed building consent
- MA/08/1796 Hill View, Green Lane, Boughton Monchelsea
Application for an amendment to planning permission 07/1155 (Construction of a first floor side and rear extension) being the substitution of the hipped roof at the rear by a gable end.
- MA/08/1933 The Old Tack Room, Boughton Monchelsea Place
Listed building consent for conversion of former tack room to single private residential annex.
- MA/08/1864 The Homestead, 18 Haste Hill Road, Boughton Monchelsea
Erection of part single storey part two storey rear extension including attached garage
- MA/08/2051 6 Church Street, Boughton Monchelsea
Erection of a front entrance porch and single storey rear extension (resubmission of MA/08/1331)

The following applications had been REFUSED by MBC:

None

The following application(s) have been notified as WITHDRAWN

- MA/08/1986 Land rear of The Albion, Green Lane, Boughton Monchelsea
Applicant: Hyder Homes Ltd
Erection of two detached two storey dwellings with integral garages

The following APPEALS have been notified:

- MA/07/2114 Heinz Orchard, Wierton Hill, Boughton Monchelsea
Appeal by : R. Thirkell
Change of use of land for the stationing of a mobile home for use as an agricultural dwelling. Informal hearing to be held on 3rd February 2009 at Oakwood House, Oakwood Park, Tonbridge Road, Maidstone

The following APPEAL DECISION(S) have been notified :

None notified

The following APPEALS have been notified as WITHDRAWN:

- MA/08/0419 Gentian, Heath Road, Boughton Monchelsea
Appeal by : J. Tombs
Construction of single storey extension and alterations to fenestration to existing out-building to facilitate conversion of kennels to granny annexe

12.1 Clerk to pursue MBC for response on alleged planning breach at Le Portel, Heath Road (erection of brick built structures in back garden) **CLERK**

12.2 Cllr Fitzgerald requested that the clerk e-mail comments on the recent Cornwallis planning application to Cllr Moriarty who will be attending the borough council planning committee meeting on 8th January **CLERK**

13. Representatives' Reports:

13.1 KALC : Cllr Ellis stated that he will be attending the next meeting on 3rd February **CLERK**

13.2. Allotments :

13.2.1 Rent increase : The clerk explained that 18 new allotments have now been marked out and are ready for allocation. It was agreed that these should be allocated to all those on the waiting list, including those living outside the parish. This will leave five allotments free for future use. It was agreed that based on the charges of neighbouring parishes, the allotment rent should be increased to £20 per year for a full allotment and £12 per year for a half allotment (including water). **CLERK**

13.3 Village Hall & Recreation Ground :

13.3.1 Parish Office : lease agreement : It was agreed that the clerk should draw up a formal lease agreement **CLERK**

Cllr Bray advised that he has one quote in so far for refurbishment of the tennis court but that this will be a matter for the recreation ground committee to decide on.

Cllr Filmer asked that Cllr Bray check with the village hall committee whether the scouts paper banks can be relocated to the village hall car park **CLLR BRAY**

13.4 Neighbourhood Watch :

It was stated that the next meeting was planned for week commencing 12th January

13.5 S&W Maidstone Traffic Management Partnership (TRAMP) : Nothing to report

13.6 Local Board : Nothing to report.

14. Items for Discussion:

14.2 Excavation adjacent to woodyard

The contents of Cllr Fuller's report were noted.

14.3 Altering ratio of councillors in north and south wards

It was suggested that the split of councillors between south and north wards should be altered from 11/4 to 10/5. Proposed by Cllr Fuller, seconded by Cllr Ellis. Agreed by all. Clerk to write to MBC (Boundary Commission) requesting this amendment

CLERK

14.4 Restoration of well on The Green : specification / quote

Cllr Bray to obtain firm quotes based on like for like specification details.

CLLR BRAY

- 14.5 Bereford's Hill footpath : planning application
Cllr Fuller to submit planning application. Clerk to raise cheque for application fee
CLLR FULLER / CLERK
- 14.6 Proposed hoggin footpath to Brishing Lane : specification / obtaining approval
Permission to be sought from Kent Highways. Cllr Fuller to action.**CLLR FULLER**
- Clerk to submit one off bid to MBC for this scheme to the value of £5000 **CLERK**
15. **Deferred Items Schedule:**
- 15.1 Clerk to contact KITS ref carrying out work to Quarry Wood footpath **CLERK**
16. **Any other Business:**
- 16.1 Cllr Oliver explained that Ralph's nursery are prepared to provide plants to the value of £100 per year for the flower planters on Heath Road in return for advertising plaques being fixed to the front of the planters. It was agreed that this was acceptable provided the plaques be limited to approximately A5 size. Cllr Oliver to pursue with Ralph's **CLLR OLIVER**
- 16.2 Cllr Mitchell advised that he had had 3 requests for the village e-mail circle to be used for commercial advertising by those living in the village with their own businesses (e.g. butchers, electrician). No objections were raised to this. It was agreed that the new village butchers should be advertised in the next newsletter
17. **Date of Next Meeting:**
The next meeting will be held on Monday 9 March 2009. There being no further business, the meeting was closed at 10.10 pm.

MINUTE 15 (Parish Council meeting 6May 2008)

SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:

BMPC DATE:	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 4 September 2007
11.3.03	Wierton Place	Victorian Greenhouses – conservation	MBC set up liaison group with owner’s agent & architect. Considering enabling development. Meeting requested with MBC’s Conservation Officer. Clerk to complain to CE MBC about lack of action and commitment to preserve these listed buildings (4.7.06). Response discussed mtg 5.9.06. Update report received from MBC (6.3.07)
13.5.03	Wierton Place	Untidy Site Notice	With MBC’s Enforcement Team. Meeting requested with MBC’s Conservation Officer. Response discussed mtg 5.9.06. Update report received from MBC (6.3.07)
4.6.98	Ld at Boughton Court	Transfer from MBC to BMAT / adoption of infrastructure	MBC awaiting transfer of open space from developer. Re-confirmed by letter 29.7.04 from MBC. Mtg with Wimpey’s 4.10.06. Letter awaited. Wimpey’s being chased for a response. Change in personnel. Southern Water now looking favourable on adoption of foul sewer as laid (15.1.08). Cllr Fuller reported that he had spoken to Paul Bending and that a meeting would be taking place (6.5.08). Sewers now adopted and commuted sum of £7K deposited with Southern Water (4.11.08)
11.5.04	Footway; Beresfords Hill	East side: (‘Beresfords’ land).	Meeting held with Mr Gill 24 November 2004. Kent Highways Manager in attendance. Meeting BMPC 3.5.05 agreed to request KCC PROW to promote a Public Path Creation Order under Sec 26, Highways Act 1980 instead of a CPO through MBC. BMPC agree to bear all costs and any compensation. BMPC further agree to make offer through KCC PROW to cut hedge in perpetuity – District Valuer instructed to act. Concurrent functions bid for funds granted 2005/6 (£7.5K) subject to Order being confirmed. BMPC re-confirmed agreement to meet all costs of Order 1.11.05. Public consultation concludes 23.1.06. With KCC’s Regulation Committee for decision to proceed with Order. Request Cllr Hotson to chase KCC (2.5.06). Consultation mtg required by KCC PROW to be arranged with landowner. (4.7.06) & (5.9.06). Mtg 25.10.06. Fencing issues & approval to prepare scheme plans (7.11.06). Fencing issues referred to MBC planners 16.1.07). Planners response considered. Agreed consulting engineers to be instructed to draw up scheme for submission for planning approval after consultation with the landowner. (6.3.07). Plans considered at mtg 3.7.07. Referred to KCC for comments before mtg arranged with landowner & KCC. Confirmed further request from KCC that BMPC will defray all costs – agreed subject

			to KCC advising its costs. Future hedge cutting arrangements to be discussed with contractor (4.9.07). A meeting took place in February 08. Mr Gill has requested further details (4.3.08). Still with Mr Gill's solicitors (2.9.08). Cllr Fuller to submit planning application (6.1.09)
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)
6.11.07	Quarry Wood footpath (BMAT)	Cutting footpath through wood	Explorer scouts to cut path under supervision of their leader Andy Wright (Cllr Bray) (4.9.07). No explorer scouts locally anymore. Cllr Bray will pursue this with Andy Wright <u>once</u> more, if not, will have to get a quote for this work (4.3.08, 6.5.08). Clerk to pursue with KITS (2.9.08). Clerk to pursue with KITS (6.1.09)
6.1.09	Footpath link from Furfield Park to Pested Bars	Wimpey to provide	Letter received from Wimpey 4.12.08 agreeing to construct footpath link once they have obtained approval from Kent Highways (6.1.09)