



# Boughton Malherbe Parish Council

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## Minutes of a Meeting of the Parish Council held on Monday 5th September 2022 at 7.30 pm in the Village Hall

**Present:** Cllrs B Adams; N Eastwood; R Galton (Chairman); G Kennaird; R Turner  
Clerk Mrs Vickie Ford  
Cllr Z Trzebinski (Maidstone Borough Council)

The Chairman opened meeting at 7.30 pm

**Anybody filming or recording this meeting to declare it – none**

### **M01/09/22 Apologies**

Apologies from Cllr Prendergast (Kent County Council) and Cllr Round Maidstone Borough Council) were received and accepted.

### **M02/09/22 Declarations:**

**Any lobbying – none declared**

**Any interest in items on the Agenda – none declared**

**Any changes to the register of pecuniary interests - none declared**

### **M03/09/22 Approval of Minutes**

RESOLVED: the Minutes of the meeting held on 4<sup>th</sup> July 2022 were taken as read, confirmed and signed as being an accurate record of the proceedings.

### **M04/09/22 Public Session – three members of public present**

Mr Ken Parish asked the Parish Council to specify maintenance required on the footpath between Woodcock Lane and Headcorn Road and ending at the bus stop.

RESOLVED: to authorise Lengthman's services as follows: to strim the grass every other month and to trim the hedges every three months in season, to commence as soon as possible; one hour's work for each task. The Parish Council thanked Mr Parish for keeping the Village so clean.

### **M05/09/22 Maidstone Borough Council (MBC) Report**

Cllr Trzebinski reported that MBC had been working hard to reduce fly tipping and had seized a vehicle seen fly tipping on occasions. The Community Protection Team had seized counterfeit designer goods in Maidstone. A new Go Green information centre would be opening in Maidstone Mall on 8<sup>th</sup> September. MBC was also running free concerts and festivals, about which the Parish Council would be informed. MBC was looking to acquire 1,000 houses specifically for Maidstone residents.

### **M06/07/22 Planning Outcomes since 4<sup>th</sup> July 2022**

Noted that:

22/501981/FULL New pitched roof to front porch, erection of a two storey rear extension with a loft conversion and 3 no. roof lights at Sunnybank, Headcorn Road, Grafty Green, ME17 2AN: **REFUSED**

22/502766/SUB Submission of details pursuant to condition 6 (closure report) of application

18/503189/FULL for Top Barn, Popes Hall Farm, Sandway, ME17 2BH: **APPROVED**

17/503763/NMAMD Non-material amendment - Amendments to Plot 9 main dwelling - Internal alterations, additional external windows & doors, external windows & door sizes & positions, change of external cladding to tile hanging, changing of timber windows to foil wrapped upvc windows, addition of one chimney and conservatory as set out in attached drawings. Amendments to annexe - Window sizes &

position, additional windows & doors, alteration of part of ground floor to habitable area, log burner, change of garage door size as set out in amended drawings (original application ref: 15/505906/FULL) for Grafty Green Garden Centre, Headcorn Road, Grafty Green, ME17 2AT: **REFUSED**

#### **M07/09/22 Planning Committee Terms of Reference**

RESOLVED: to adopt the final draft with an additional amendment at paragraph 7:

*The Committee may review its Terms of Reference and make appropriate recommendations to Full Council.*

#### **M08/09/22 Local Policing/Community**

Police/Crime Report: It was noted that the latest information was for June and 1 crime had been reported.

**M09/09/22 Speedwatch:** Cllr Kennaird reported that he was organising training for the volunteers.

#### **M10/09/22 Liverton Hill, Ditches, gullies, potholes**

Councillors noted that Liverton Hill was free of water leaks.

RESOLVED: to add the heading "Water Leaks" to future agendas.

The Chairman reminded those present of the water leak at the junction of Church Road and Woodcock Lane, which had been reported by the Parish Council and others. Kent County Council (KCC) had taken up the matter with South East Water. It was noted that the leak was increasing in volume.

RESOLVED: the Clerk to forward relevant correspondence to Cllr Trzebinski, who undertook to chase up.

It was noted that the new signage at the junction of Crumps Lane and Headcorn Road had finally been installed on 3<sup>rd</sup> September. However, the repainting of the white lines was still outstanding despite chasing by the Clerk.

RESOLVED: the Clerk to forward relevant correspondence to Cllr Trzebinski, who undertook to chase up.

#### **M11/09/22 59 Bus**

Cuts to the service had been postponed until after the KCC Full Council meeting to be held during the following week. A member of the public said they were pleased that the temporary service during the closure of Ulcombe Hill went into the centre of Maidstone.

#### **M12/09/22 Highways Improvement Plan**

There were no changes to be made.

#### **M13/09/22 Councillor Reports on any External Meetings**

Cllr Turner reported that he and the Clerk had visited NatWest Bank in Maidstone to obtain account balances and to enquire about various changes to the accounts requested by the Parish Council in March. It was noted that the Bank had not carried out the Parish Council's instructions. However, Cllr Turner and the Clerk had been able to obtain the information needed to complete the bank reconciliation statement to 31<sup>st</sup> August and contacts to make the previously requested changes.

#### **FINANCE**

**M14/09/22 Balances at the Bank:** Balances as at 31<sup>st</sup> August 2022 were noted:

Nat West current	£3,173.99
Nat West saving	£46,541.36
Nationwide	£14,230.15
Cambridge and Counties	£23,486.79

**M15/09/22 Receipts since last meeting:** £11.73 bank interest

#### **M16/09/22 Bank Reconciliation**

The statement prepared by the Clerk was accepted and signed.

**M17/09/22 Cheques to sign:** Amesis Ltd £42

**M18/09/22 Authorisation of any payments since the last meeting:** V J Ford £65.27; Amesis Ltd £42; Mrs R Smith £203.25; V J Ford £78.90

#### **M19/09/22 Option to opt out of the SAAA central external auditor appointment arrangements**

RESOLVED: to continue as part of the SAAA sector led auditor appointment regime for the next 5 years.

#### **M20/09/22 Declaration of Filming or Recording Meeting**

RESOLVED: the Clerk to reword on all agendas the standing agenda item regarding declarations of recording meetings to make absolutely clear that such declaration is not mandatory.

## **GRAFTY GREEN VILLAGE GREEN**

### **M21/09/22 Fence replacement**

The Chairman reported that he had received a quotation for the replacement of the fence between the pub beer garden and the Green. As the price quoted was over £1,000, it would be necessary to obtain two further quotations. Cllr Trzebinski suggested another local company to approach and would forward details. Cllr Eastwood suggested that it may be prudent to wait and renew all of the fencing around the Green.

### **M22/09/22 Maintenance**

The Chairman had approached various garden contractors with a view to maintaining the Green from 1<sup>st</sup> January 2023.

RESOLVED: the Clerk to ask MBC if they could carry out the required grounds maintenance and, if so, at what cost.

It was noted that arrangements for watering the flowers would need to be made.

The Parish Council received formal notice of Mr and Mrs Smith's resignation with effect from 1<sup>st</sup> January 2023. As Mr and Mrs Smith were present, the Chairman thanked them warmly for all their work on the Village Green over many years.

### **M23/09/22 Scarecrow Festival**

Members discussed the Village Hall Committee's request to attach scarecrows to the Village Green fence.

RESOLVED: to delegate authority for the decision to the Clerk, subject to the outcome of a risk assessment for insurance purposes.

RESOLVED: the Clerk to ask the Village Hall Committee Chairman if the intention was for the scarecrows to be displayed on the Village Green only or elsewhere around the Parish in addition.

### **M24/09/22 Operation London Bridge**

The Chairman stated that he would be speaking with the Vicar of the Benefice on the matter of producing a book of condolences in the event of the death of Her Majesty the Queen.

RESOLVED: to produce a book of condolences from the Parish, possibly in conjunction with the Parish Church.

## **FREEDOM OF INFORMATION (FoI)**

### **M25/09/22 Adoption of the Information Commissioner's Office (ICO) Model Publication Scheme**

RESOLVED: to confirm adoption of the ICO's Model Publication Scheme.

### **M26/09/22 Data Protection Fee**

RESOLVED: to remit a data protection fee to the ICO on an annual basis

### **M27/09/22 Response to FoI Requests**

RESOLVED: to delegate authority for responding to FoI requests to the Clerk.

RESOLVED: to amend Standing Order 15 (b) (viii) accordingly at the next Full Council meeting.

The Chairman closed the meeting at 8.35 pm