



# Boughton Malherbe Parish Council

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## Minutes of the Parish Council on Monday 6th September 2021, 7.30pm in the village hall

**Present:** Cllrs R Galton (Chair); R Turner; B Adams; N.Eastwood;  
Clerk Mr Chris Hume  
Cllr Ziggy Trzebinski; two members of public

Cllr Galton opened meeting at 7.30pm

1. **Anybody filming or recording this meeting to declare it.** - none
2. **Apologies** – Cllr Kennaird, Joan Drury, Shellina Prendergast
3. **Declarations:**
  - Any lobbying** – none declared
  - Any interest in items on the agenda** – none declared
  - Any changes to the register of pecuniary interests** - none declared
4. **Approval of Minutes** – approved the Minutes of 5<sup>th</sup> July 2021,
5. **Matters Arising** – none
6. **Public Session** – two members of public present. Mike Hitchins asked about an error in the traffic calming scheme and plans to evaluate the impact of the scheme. Will the results be made public? Cllr Galton confirmed that the council will conduct a follow-up traffic survey the results of which will be made public. The fault has been reported to KCC. **Action:** Clerk to send Mike Hitchins the reasons why KCC have refused a SID.  
Cllr Ziggy Trzebinski reported on plans to report anti-social behaviour to the police when not officially reported. It was agreed that the Clerk will pass anything on of this nature received by the council. **Action:** Clerk to place a notice in Malherbe Monthly.
7. **Planning Outcomes since 5<sup>th</sup> July 2021** – noted verbal update from the Clerk
8. **Local Policing/Community**
  - 8.1 Police/Crime Report – noted that there were no crimes reported since the last meeting
  - 8.2 Speedwatch – nothing to report. Agreed that Cllr Galton will store the equipment currently held by Cllr Turner
9. **Highway and Footway Matters**
  - 9.1 **Liverton Hill, Ditches, gullies, potholes** – Clerk to report Pot Hole on Liverton Hill to KCC and white lines at Crumps Lane. Clerk to remind KCC about refreshing white lines on Headcorn Road through the village. Clerk to check status of repair to bridge on Coldbridge Lane and report back to councillors. Clerk to report garden waste on Woodcock Lane to MBC.
  - 9.2 **59 Bus** – update received from John Collins. No news on the future of the pilot or the impact of the consultation on a national bus strategy, both of which could affect the service, along with the impact of unplanned road closures. The East of Maidstone group is chasing KCC for a meeting to discuss these issues.
  - 9.3 **Litter** – noted report back from the Clerk following discussion with Headcorn Parish regarding the Lengthsman proposal. It was noted that there is no scope to share their service. The Clerk advised that the council cannot fund a revenue expenditure item

from reserves and would need to add this to the annual budget with the possibility of increasing the precept to cover this. **Action:** Clerk to arrange for this service to be considered when setting the 2022/23 budget. The Clerk also advised councillors that there is probably limited capacity within the council to supervise the work of an employee. The best solution appears to be a temporary employee or contractor. **Action:** It was agreed that Cllr Adam would speak to a local gardener to see if they might be interested in twice yearly work to clear fire hydrants and other work to control vegetation growth.

- 9.4 Highways Improvement Plan** – noted there are no changes to report. Latest version is on the website
- 9.5 Footpaths** – (i) received an update on the footpaths map for the village green which has been installed  
(ii) received an update on the stiles identified as a priority for replacement with gates. Cllr Galton is talking to the Wickens family and has so far received a positive response. Cllr Galton will continue these discussions and report back
- 9.6 Eastwood Road/Headcorm Road junction** – received a proposal for two planters from Cllr Kennaird. Concern was raised regarding (a) whether there is a volunteer in the village to maintain the planters (b) whether we need KCC approval
- 9.7 Fire Hydrants** – confidential note from Chris Wheal circulated separately. The council will continue to explore options for clearing hydrants along with options to collect litter as outlined at 9.3 above. **Action:** Clerk to update Chris Wheal
- 10. Councillor Reports on any External Meetings attended** – Cllr Galton reported back from a meeting with neighbouring parishes and MBC on Gypsy and Traveller issues.
- 11. Finance**
- 11.1 Note the Balance at the Bank:**
- |                        |            |
|------------------------|------------|
| Nat West               | £57,240.38 |
| Nationwide             | £14,150.58 |
| Cambridge and Counties | £22,963.65 |
- It was agreed that the Clerk will move all reserves from the current account to the NatWest Business Reserve account.
- 11.2 Income since the last meeting** : noted VAT refund £161.68
- 11.3 Bank Reconciliation** – agreed the statement circulated with the agenda
- 11.4 Any cheques to sign:** none
- 11.5 Authorisation of any payments since the last meeting:** Noted the following; Rosemary Smith £194.98, McAfee Annual Subscription £90.99: PFK Littlejohn £240.00
- 11.6 External Audit Review** – noted that the process has been successfully completed
- 11.7 Annual list of regular payments** – agreed the list below, updated to include virus software
- 12. Traffic Calming Update** – Cllr Kennaird and Clerk to continue to seek date for completing the gates. **Action:** Notwithstanding the Council's commitment to conduct a follow-up speed survey, the Clerk will ask KCC how the council should assess the impact of the scheme and when this assessment should take place.
- 13. Christmas Festivities 2021** – to note that the volunteer group organising the event would like the council to wait until the November meeting before deciding to proceed with this event in view of the uncertainties created by the pandemic and rising infections
- 14. Village Green Maintenance** – motion from Cllr Eastwood, as amended, was agreed. The Clerk will inform Rosemary and Michael Smith that the council will leave it to them to decide how best to maintain the green, including deciding whether the tip of the village green should be excluded from regular grass cutting and used to encourage wild flower growth

15. **Letter from Lenham Parish Council Regarding the Garden Village Proposal** – it was agreed that the council would attend an informal meeting with other parishes along the M20 corridor to discuss the garden village development.
16. **Future Agenda Topics** – following a discussion on the format of future agendas and production of agenda topics it was agreed that the current arrangement and agenda design would continue. The Clerk advised that provided the agenda headings make clear what is to be discussed, it is not necessary for the agenda to contain formal motions - unless they are proposed by individual councillors and notified to the Clerk five days before the meeting.  
**Action:** Clerk to ensure that agenda headings clearly describe the issue to be discussed including potential decisions to be taken
17. **Correspondence** - none
18. **Further Information** – none

**The meeting closed at 10.00pm**

**Item 11.7 - Items of expenditure delegated to the Clerk in 2019/20 under section 5.6 of the Financial Regulations**

- Stationery
- Postage Stamps
- Postage special delivery
- Printer Ink
- Printer paper
- Village Green Christmas Tree
- Training courses
- KALC subscription
- Village hall hire
- Anti-virus Software