



# Boughton Malherbe Parish Council

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## Minutes of a Meeting of the Parish Council held on Monday 6<sup>th</sup> November 2023 at 7.30 pm in the Village Hall

**Present:** Cllrs B Adams; T Andrews; N Eastwood; R Galton (Chair); R Turner

**In attendance:** Mrs V Ford (Clerk)

**Anybody filming or recording this meeting kindly requested to declare it:** none

### **M01/11/23 Apologies**

Apologies from Cllrs M Round and Z Trzebinski (Maidstone Borough Council) were noted.

### **M02/11/23 Declarations:**

**Any lobbying:** none declared

**Any interest in items on the agenda:** none declared

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

### **M03/11/23 Approval of Minutes**

RESOLVED: the Minutes of the meeting held on 4<sup>th</sup> September 2023 and the minutes of the extraordinary meeting held on 28<sup>th</sup> September 2023 were taken as read, confirmed and signed as being accurate records of the proceedings.

Cllr Eastwood asked the Clerk to forward the results of the traffic speed survey conducted to test the viability of installing a speed indicating device (SID) in the centre of the Village.

### **M04/11/23 Public Session:** (three members of public present)

A member of the public complained about the build quality of the new fence erected between the King's Head public house and the Village Green. The Chairman reported that he had tried to contact the contractor without success but would pursue.

### **M05/11/23 Planning Outcomes since 3<sup>rd</sup> July 2023:**

Noted that:

**23/503980/FULL** Erection of a single timber framed garage with flat roof at Foxes Earth, Headcorn Road, Grafty Green, ME17 2AP: **Application PERMITTED**

### **M06/11/23 Local Policing/Community**

Police/Crime Report: It was noted one crime had been reported in the Parish since 4<sup>th</sup> September.

### **M07/11/23 Liverton Hill:**

It was observed that Liverton Hill had remained dry with no evidence of the spring flowing down.

Members discussed the considerable volume of fly tipping on Liverton Hill, which the Clerk was asked to report to Maidstone Borough Council (MBC). The Clerk was also asked to report fly tipping at the Headcorn end of Crumps Lane.

### **M08/11/23 Highways Improvement Plan**

The Chairman reported that Kent County Council (KCC) had carried out a traffic survey to test the viability of a 40 mph speed limit along part of the Lenham Road. The results had shown there was an insufficient number of vehicles exceeding 40 mph and the proposal had been rejected.

### **M09/11/23 Councillor Reports on any External Meetings attended**

The Chairman reported that he and the Clerk had attended a meeting to discuss provision of the 59 bus service from 1<sup>st</sup> April 2024. The main action from the meeting had been to explore other sources of funding, which was being done.

## FINANCE

**M10/11/23 Balances at the Bank:** Balances as at 31<sup>st</sup> October 2023 were noted:

Lloyds current	£3,005.85
Lloyds business instant access	£7,139.52
Lloyds 32-day notice	£40,463.92
Nationwide	£14,465.77
Cambridge and Counties	£24,165.11

**M11/11/23 Receipts since last meeting:** £175.09 Lloyds Bank interest

**M12/11/23 Bank Reconciliation:** The statement prepared by the Clerk was accepted.

**M13/11/23 Statement of receipts and payments against budget:** noted

**M14/11/23 Authorisation of any payments since the last meeting:** £540 Tree Pro Ltd (incl £45 deposit); £23.98 Hugo Fox; £144.98 Platts Heath Primary School; £1,117.48 V J Ford; £35 ICO; £84 KALC; £117.68 Mrs Mary Burgess; £170.34 Amesis Ltd; £1,467 Kingswood Fencing

**M15/11/23 Authorisation of transfer between accounts:** £3,000 transferred from business saver to current account by the Clerk on 29.9.23 (Lloyds bank)

### **M16/11/23 Information and Data Protection Policies**

Members had before them various draft policies presented by the Clerk, which had been adapted for the Parish Council's use from templates provided by the Society of Local Council Clerks (SLCC) based on a data audit: Information and Data Protection Policy; Email Contact Privacy Notice; Document Retention and Disposal Policy; Retention of Documents Appendix A: list of documents for retention or disposal.

RESOLVED: to adopt all policies as presented by the Clerk.

### **M17/11/23 Parish Council Email Addresses**

Transference of administration to a commercial organisation was discussed.

RESOLVED: to defer the decision pending further investigation.

RESOLVED: to investigate adoption of gov.uk domain name.

### **M18/11/23 Carols Round the Christmas Tree Event**

RESOLVED: for insurance purposes, to adopt the organising group for "Carols round the Tree" as a working group of the Parish Council.

Mr Jon Thompson, Chair of the Village Hall Committee, was asked to provide a list of group members, which he kindly agreed to do.

RESOLVED: to authorise payment of £50 to the King's Head public house to cover electricity costs for the tree over the Christmas season.

### **M19/11/23 Licence to Install a Planter on the Highway**

The suggestion of installing a planter on the grass triangle at the junction of Headcorn Road and Eastwood Road had been included on the Parish Highway Improvement Plan. During discussion, concern was expressed that installation would create a blind spot for traffic turning out of Eastwood Road.

RESOLVED: not to proceed with an application for a licence to install a planter.

### **M20/11/23 Insurance Cover for Cyber Attack**

Following the Chairman's attendance at a recent conference, the Parish Council had requested a quotation for cyber attack insurance cover.

RESOLVED: to enquire if contracting out information technology (IT) administrative support to a commercial organisation would provide sufficient protection against an attack.

### **M21/11/23 Application for Kent County Council Community Transport Grant**

RESOLVED: the Clerk to enquire if any grant awarded would need to be match funded.

RESOLVED: to authorise the Clerk to make an application for a grant for the 59 bus service over the next financial year.

The Chairman closed the meeting at 9.00 pm