



Minutes of the Extraordinary Meeting of the Parish Council held on Tuesday 8 August 2023 in Detling Village Hall

Present: Cllr Clive English (Chairman), Cllr Stephen Thompson (Vice Chairman), Cllr Chris Evernden, Cllr Lawrence Rustem and Cllr Val Springett; and Mrs Wendy Licence (Clerk).

Also present were twenty-four members of the public.

Cllr Evernden welcomed everyone to the meeting and thanked the out-going Councillors, Geoff Cosgrove, Mark Housden, Gemma Nauman and Karl Pay, for their service to the parish. Cllr Evernden also gave special thanks to the Clerk for her contribution to the Parish Council during what had been a difficult year.

2023/60. Election of Chairman

Cllr Evernden **PROPOSED** Cllr English be elected as Chairman; **SECONDED** by Cllr Springett: **AGREED UNANIMOUSLY**.

Cllr English signed his Declaration of Acceptance of Office in the presence of the Clerk.

2023/61. Election of Vice Chairman

Cllr Springett **PROPOSED** Cllr Thompson be elected as Chairman; **SECONDED** by Cllr Pay: **AGREED UNANIMOUSLY**.

Cllr Thompson signed his Declaration of Acceptance of Office in the presence of the Clerk.

2023/62. Apologies.

All Members were present.

2023/63. Declaration of Interest or Lobbying

Cllr Springett reported that she had been asked to liaise with someone regarding Princes Way alley, she declined to do so.

Cllr Thompson reported that he had met with the architect and owner of Wealden Hall and had also been contacted regarding Princes Alley way.

Cllr English declared that he is a member of Maidstone Borough Council Planning Committee and would not discuss planning applications, and also reported that he had been lobbied regarding Princes Alley Way.

2023/64. Dispensations

None were requested.

2023/65. Items to be taken in closed session

None were raised.

2023/66. Approval of the minutes of the meetings held on 4 April 2023

Cllr Evernden and Cllr Thompson indicated that they had been in attendance at the meeting and were agreeable to the minutes.

Cllr English **PROPOSED** to accept the minutes of the previous meeting as a true record: **SECONDED** by Cllr Thompson: **4- FOR, 1- ABSTENTION: MOTION CARRIED.**

Cllr English duly signed the minutes as a true record.

2023/67. To Appoint Representatives to External Bodies

i. To confirm KALC representatives

It was **AGREED UNANIMOUSLY** that Cllr Springett and Cllr Thompson be the Parish Council's representatives at KALC meetings and that Cllr English be a substitute member.

ii. To confirm Village Hall representative

Cllr English **PROPOSED** Cllr Thompson be the Village Hall representative, **SECONDED** by Cllr Springett: **AGREED UNANIMOUSLY.**

iii. To confirm and update - Councillors areas of Interest

Item deferred.

Cllr English said the Council will need a Highways Working Group which will consist of Councillors and members of the public and this will be publicised.

2023/68. To Review the Scheme of Delegation

Cllr Springett **PROPOSED** to adopt the Scheme of Delegation: **SECONDED** by Cllr Rustem: **AGREED UNANIMOUSLY.**

2023/69. Policies

Cllr English said policies need to be reviewed as Local Government law changes and a list of policies will be reviewed including the Public Participation Policy, Complaints Policy, Grievance and Harassment Policy, Email Policy, IT Policy, Communication Policy, Co-option Policy and Planning Policy.

2023/70. Civility and Respect Pledge

Cllr English said the Council should move to adopt the pledge but policies need reviewing and adopting first.

2023/71. Planning

i. Ref: 23/503286/FULL

Address: Wealden Hall Pilgrims Way Detling Maidstone Kent ME14 3JY

Proposal: Demolition of conservatory, erection of replacement single storey rear extension and creation of first floor balcony. Removal of chimney and alterations to windows and doors. Erection of first floor extension, insertion of rooflights, dormer and balcony. Removal of existing external steps from basement to ground floor level. Erection of external steps from basement to ground floor level.

Cllr English did not take part in the discussion or decision regarding this application.

The meeting was adjourned for members of the public to make representations.

#1- A resident said he had opposed the original application as it would affect his privacy. The new application has been scaled back and the concern is that there would be permitted development rights which would take the proposal back to the original application. The dormer windows overlook the neighbouring private back garden; further detail in the rear of the

premises includes privacy glass which would be overlooking. This will be an oversized property in the AONB and will be detrimental to the village.

#2- The AONB will be adversely affected and there is the potential for further expansion. It is currently an AirBnB and there are traffic issues on the Pilgrims Way. The design is not appropriate for the AONB.

The meeting was reconvened.

Councillors considered the application and comments raised by members of the public. Concern was raised regarding the size of the balcony which over-looks the neighbouring property including the garden adjacent to the house. The rear of adjacent property can be seen from the first floor of Wealden Hall. It was noted that work had already started on the property. The first-floor bathroom will be changed to a habitable room which will overlook neighbours. Concern was raised regarding the landscaping and screening. There would need to be a Construction Management Plan. Permitted development rights should be removed. Cllr Springett **PROPOSED** to object to the application due to the loss of residential amenity; over-looking; landscaping and screening; permitted development rights be removed; a Construction Management Plan be put in place; **SECONDED** by Cllr Evernden: **4- FOR, 1- NON-VOTING: MOTION CARRIED.**

ii. Any other planning matter received by 8 August 2023.

2023/72. Princes Way Alley

Cllr English said Kent County Council Public Rights of Way (PROW) had received a request from the Parish Council some while ago, the work is ongoing. The Parish Council will look at the witness statements.

Cllr Evernden reported that he had spoken to the PROW and the case has not yet been allocated to an officer. Further evidence will be accepted by PROW.

2023/73. Financial Matters:

i. Invoices for payment

| 31 May 2023- Invoices paid out of meeting | | | | | |
|--|---------------------------|---------------------------|-------------|------------|------------------|
| Cheque no | Payee | Reason | Nett | VAT | Total |
| 500031 | DCK Payroll Solutions Ltd | Payroll- May | 30.00 | 6.00 | £36.00 |
| 500032-3 | Staff | Salary, PAYE & NI | | | |
| 500034 | Administration | Expenses May 2023 | | | £67.60 |
| 500035 | Mr L Robbins | Internal audit | | | £180.00 |
| 500036 | Zurich | Insurance | | | £1,063.44 |
| 4 July 2023- Invoices paid out of meeting | | | | | |
| Cheque no | Payee | Reason | Nett | VAT | Total |
| 500037 | Hopkins AED Aftercare | Defibrillator maintenance | 189.00 | 37.80 | £226.30 |

| | | | | | |
|--|---------------------------|----------------------|-------------|------------|----------------|
| 500038 | Wicksteed Leisure Ltd | Play area inspection | 132.00 | 26.40 | £158.40 |
| 500039 | DCK Payroll Solutions Ltd | Payroll- June | 30.00 | 6.00 | £36.00 |
| 500040 | Administration | Expenses June 2023 | 123.79 | 13.82 | £137.61 |
| 500041-2 | Staff | Salary, PAYE & NI | | | |
| 1 August 2023- Invoices paid out of meeting | | | | | |
| Cheque no | Payee | Reason | Nett | VAT | Total |
| 500043 | DCK Payroll Solutions Ltd | Payroll- July | 30.00 | 6.00 | £36.00 |
| 500044 | Administration | Expenses July 2023 | 72.34 | 2.50 | £74.84 |
| 500045-6 | Staff | Salary, PAYE & NI | | | |
| Invoices for payment | | | | | |
| Cheque no | Payee | Reason | Nett | VAT | Total |
| 500047 | Paul Waring | Grounds maintenance | 1715.50 | 343.10 | 2058.60 |

Cllr Springett **PROPOSED** the payment of the invoice from Paul Waring; **SECONDED** by Cllr English: **AGREED UNANIMOUSLY**.

ii. Annual Governance Statement- To agree the statement

Councillors considered and agreed the Annual Governance Statement. The statement was duly signed by Cllr English and the Clerk

iii. Annual Return for Year End 31 March 2023- To receive and to consider the adoption of end of year return

Councillors considered the Accounting Statement end of year return 2022-23 and **AGREED UNANIMOUSLY** to accept it. The statement was duly signed by Cllr English.

iv. Independent Internal Auditor's report

Councillors considered the report and noted its findings.

2023/74. Open Spaces

i. Monk's Meadow -To receive an update

ii. Horish Woods- to receive an update

Mr Daren Seal was unable to attend the meeting and sent the following report:

Ongoing maintenance is being carried out: the meadow is looking lush and green at the moment and we are grateful for all the rain, but not so happy about the lack of sun! We are looking to carry out a more detailed maintenance routine over the next few months with pathways being upgraded with chippings and the removal of deceased growth and general tidying up as Autumn approaches We did notice a lot more activity during the drier spell in June with less responsible dog owners leaving us to clear up on their behalf before we mowed, but it has got better more recently: hopefully the summer holidays will bring some of Pennies Children and parents up to use the space as it is a calming and pleasant environment which is why we love looking after it.

Horish Woods: John Monk has worked really hard this year to tidy up areas left over the past few years, clearing areas that were originally designed to be open green space, this is really beneficial for all. We

have been down there to help, clearing some of self-sown shrubbery. Again, when time permits, we shall be revisiting the Woods to continue the work.

Cllr Thompson asked about Public Liability Insurance for the volunteers.

The Clerk confirmed that volunteers are covered under the Council's insurance.

Cllr Thompson asked if volunteers are permitted to use chainsaws.

Cllr English said people need to have training and this will be looked into.

2023/75. Play Area Inspection

i. To consider inspection report

Cllr English said that it was a satisfactory report with minor maintenance required.

ACTION: Clerk to obtain quotations for repairs.

Cllr Evernden said Mr Tony Taylor, a local volunteer who has undertaken training, carries out monthly visual inspections in accordance with the insurance requirements.

Mr Taylor informed Members that he had previously carried out inspections and started again in June reporting any issues to Cllr Evernden.

Cllr English thanked Mr Taylor for his generous offer which was greatly appreciated.

Cllr English **PROPOSED** to accept Mr Taylor's offer of help; **SECONDED** by Cllr Springett: **AGREED UNANIMOUSLY.**

ii. To consider the quotation for the swing harness

Cllr English said the item could be dealt with separately or as part of the quotations for maintenance of the play area.

Cllr Evernden said the seat has been removed as the harness cannot be left on the seat.

Cllr Springett asked whether it was necessary to have the harness or whether it would be safer not to have the seat.

ACTION: Clerk to contact Maidstone Borough Council and Yalding Parish Council for advice.

2023/76. Dates of Future Meetings

It was **AGREED UNANIMOUSLY** that meetings be held on the first Tuesday of the month for the remainder of the civic year.

There being no further business, the meeting closed at 8.46pm

Signed as a true record of the meeting:

Chairman

Date: 5 September 2023