

BOUGHTON MONCHELSEA PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7pm on 1st September 2026 in Boughton Monchelsea village hall, pursuant to notice.

Present:

Cllrs J. Green (Chair)
D. Redfearn
D. Smith
R. Edmans
D. Murray
A. Dawes
J. Robertson

Parish Clerk
KCC member, Cllr Brian Black

1. **Apologies:** Apologies were received from Cllrs Martin and Steyl and KCC member Cllr Linden Kemkaran.
2. **Open quarter**
No members of the public were present at the meeting.
3. **Filming of meetings : Request for notification of whether any person intends to film, photograph or record any item**
No intention to film the meeting was expressed.
4. **To decide whether the public and press should be excluded from the meeting for any item.**
No excluded items.
5. **Reports from Police**
The clerk had compiled the crime figures from the e-watch.co website. During June, July and August the following crimes were reported :
 - South ward – 1 crime (cables stolen from business premises)
 - North ward – 10 reported crimes (all at business premises in Bircholt Road and most on the same night involving theft of various items)
 - Langley Park ward – no reported crimes
 - Joywood ward – no reported crimes

It was noted that further crime information is available on the Kent Police website.

6. **County and Borough Councillor updates**
Cllr Black advised that KCC have earmarked funds for repair work to the swimming pool at Boughton Monchelsea primary school. The pool has been closed for around 2 years and work is needed to the pool itself and to the roof of the building. Cllr Murray advised that the pool is due to re-open in January 2027 and stated that he would forward further information to Cllr Black.
CLLR MURRAY

Cllr Black advised that he would be happy to allocate £500 from his member fund towards any suitable Parish Council project. Clerk to complete and return application form.

CLERK

Cllr Black noted that discussions and meetings were ongoing regarding possible road safety improvement works at Hawkenbury bridge.

Cllr Smith thanked Cllr Black for his assistance in getting hedging cut back on Boughton Lane. It was noted that a dangerous tree on Boughton Lane has been reported to KCC but no action has been taken. Clerk to forward details to Cllr Black.

CLERK

Cllr Dawes spoke regarding changes to Maidstone market. It was noted that MBC own the Lockmeadow buildings.

7. Declarations of Interest in Items on the Agenda / Declaration of Changes to the Register of Interests / Requests for Dispensation:

As residents of The Quarries, Cllrs Redfearn, Edmans and Robertson declared an interest in any discussions regarding Parkwood Farm reservoir.

As BMAT trustees, all members declared an interest in any discussions regarding BMAT.

8. Matters outstanding from minutes (30th June 2026) not included in agenda:

Cllr Murray advised that he is waiting to hear back from UK Power Networks regarding corporate volunteering and will report back at the next meeting.

CLLR MURRAY

It was noted that S106 funding for village hall accessibility improvements will be discussed further at the next village hall committee meeting. Cllr Robertson to report back at the next PC meeting.

CLLR ROBERTSON

9. Minutes of the meeting held on 30th June 2026 :

Cllr Redfearn proposed that the minutes of the Parish Council meeting held on 30th June 2026 be approved as correct. Seconded by Cllr Dawes and agreed by all members. Cllr Green signed the minutes at the end of the meeting.

10. Clerk's report

The contents of the clerk's report were noted.

11. Finance

Payments from Nat West BNG account since last meeting:

Nat West	Monthly bankline fee	20.50
Nat West	Monthly bankline fee	20.00

Receipts into Nat West BNG account since last meeting:

None		
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Payments from Unity Trust PC current account since last mtg

Parish Clerk	Clerk's June salary	1,873.34
Unity Trust bank	Bank fees	13.30
Parish Clerk	Clerk's expenses	53.33
HMRC	Tax and NI	776.61
Kent Pension Fund	Pension	642.50
Rory Stroud	Reposition map board in Walk Meadow	125.00
Safeplay	Play area inspection	63.00
Safeplay	Play area inspection	63.00
Lloyds	Monthly card fee	3.00
Internal transfer	From PC current to Medical Transport current (to cover monthly bank fees)	30.00
EDF Energy	Electric supply to parish hut	58.59
Hugo Fox	Monthly gov.uk e-mail address fee	20.99
Castle Water	Water supply to allotments	303.14
Tantons	Tree surgery work at Furfield Park (Roman Way strip)	1,176.00
McVeigh Parker	Metal gate for Walk Meadow	293.33
McVeigh Parker	Barbed wire stay for metal gate at Walk Meadow	24.82
McVeigh Parker	Fencing materials for Green Lane path extension	540.84
Rory Stroud	Supply and install bamboo screening to fence on new Green Lane path	585.00
Wynsdale Waste	Dog bin emptying	121.32
Colvin & Moggridge	Maps for amended NHP	765.12
Parish Clerk	Clerk's July salary	1,873.34
Parish Clerk	Clerk's expenses	53.33
HMRC	Tax and NI	776.61
Kent Pension Fund	Pension	642.50
Hoods	Tree surgery work on the green	180.00
Maidstone Signs	Updating names on honour board	42.24
Safeplay	Play area inspection	63.00
D A Edwards	Log benches	400.00
Unity Trust bank	Bank fees	11.35
Lloyds	Monthly card fee	3.00
Hugo Fox	Monthly fee for gov.uk e-mail addresses	20.99
Castle Water	Water supply to allotments	313.04
EDF Energy	Electric supply to parish hut	60.54
Wynsdale Waste	Dog bin emptying	121.32
Safeplay	Play area inspection	622.80
McVeigh Parker	Fencing materials for Green Lane path	428.10
A Cronin	NHP review work	1,100.00
Zurich	Parish Council annual insurance premium, including play area inspection contract	2,854.01

Receipts into Unity Trust PC current account since last meeting:

Allotment leaseholder	Allotment rent – Langley Park	90.00
Internal transfer	From PC savings to PC current	3,000.00
Internal transfer	From PC savings to PC current	2,000.00
Maidstone Borough Council	Parish Services Scheme – first instalment	3,711.00
Internal transfer	From PC savings to PC current	2,000.00
Internal transfer	From PC savings to PC current	5,000.00
Book purchaser	Sale of Upon the Quarry Hills book	10.00

Payments from Unity Trust PC savings account since last meeting :

Internal transfer	From PC savings to PC current	3,000.00
Internal transfer	From PC savings to PC current	2,000.00
Internal transfer	From PC savings to PC current	2,000.00
Internal transfer	From PC savings to PC current	5,000.00

Receipts into Unity Trust PC savings account since last meeting:

Insignis	Transfer from Insignis account to PC savings	5,000.00
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Payments from Unity Trust BNG current account since last meeting:

Unity Trust bank	Bank fees	7.00
Unity Trust bank	Bank fees	7.00

Receipts into Unity Trust BNG current account since last meeting:

None		
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Payments from Unity Trust BNG savings account since last meeting:

None		
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Receipts into Unity Trust BNG savings account since last meeting:

Unity Trust bank	Interest	418.31
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Payments from Unity Trust Medical Transport current account since last meeting:

Unity Trust Bank	Bank fees	7.00
Unity Trust Bank	Bank fees	7.00
Internal transfer	From Medical Transport current to Medical Transport savings	96,000.00

Receipts into Unity Trust Medical Transport current account since last meeting:

Internal transfer	From PC current to Medical Transport current (to cover monthly bank fees)	30.00
Maidstone Borough Council	S106 drawdown for Medical Transport	96,497.59

Payments from Unity Trust Medical Transport savings account since last meeting:

None		
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Receipts into Unity Trust Medical Transport savings account since last meeting:

Internal transfer	From Medical Transport current to Medical Transport savings	96,000.00
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Payments from Insignis account since last meeting:

Insignis	Fees	49.38
Unity Trust bank	Transfer from Insignis to Unity Trust PC savings	5,000.00
Insignis	Fees	50.79

Receipts into Unity Insignis account since last meeting:

Insignis	Interest	362.14
Insignis	Interest	341.62
Insignis	Interest	316.97
Insignis	Interest	354.07
Insignis	Interest	375.36
Insignis	Interest	320.64

Balances as at 27th August 2026 :

Nat West BNG funds account	97.45
National Savings	0
Unity Trust PC current account	2,169.89
Unity Trust PC savings account	172.46
Unity Trust BNG current account	300.48
Unity Trust BNG savings account	86,461.69
Unity Trust Medical Transport current account	502.24
Unity Trust Medical Transport savings account	96,000.00
Insignis account	397,467.50
Total Financial Assets	583,171.71

11.1 Finance report - Agreement of payments made and income received since last meeting :

The above financial statement was accepted. Proposed by Cllr Redfearn, seconded by Cllr Edmans and agreed by all members.

11.2 Budget monitoring report : The budget monitoring report to 26th August 2026 was noted. It was agreed that a new budget head should be created for Neighbourhood Plan spending.

CLERK

12. Correspondence:

12.1 Chart Sutton Parish Council – Neighbourhood Plan consultation :

Following discussion, it was agreed not to respond to this consultation.

13. Planning Report:

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

MBC notified

26/501821	Land at Coombe Bank, Old Tree Lane, Boughton Monchelsea Erection of 3 no. dwellings with associated landscaping, altered vehicle access, parking and new pedestrian access pathway with gate. DECISION : The Parish Council wish to see the application refused for the following planning reasons. If MBC are minded to approve it, we wish to see the application reported to planning committee for decision : The proposed development would result in significant and unacceptable harm to the character and appearance of this countryside location. This would be exacerbated by the urbanising nature of the development, with associated domestic paraphernalia and car parking. There are no benefits that would outweigh the harm caused and the proposal is contrary to policy LPRSP9 in the Maidstone Borough Council Local Plan Review (2024), the Boughton Monchelsea Neighbourhood Development Plan (policy RH1) and guidance in the NPPF. The development would introduce three new dwellings, removed from basic services and facilities which would result in future occupants being reliant on the private motor vehicle for their day to day needs. This reliance on the private motor vehicle would be contrary to the aims of sustainable development and spatial strategy as set out in policy LPRSS1 of the MBC Local Plan Review (2024), policy RH1 of the Boughton Monchelsea Neighbourhood Plan and the aims of the NPPF. Boughton Monchelsea has a very limited bus service and the site is distant from all village facilities, with pedestrian access via a narrow lane with no footpath Paragraph 12 of the NPPF states : <i>The presumption in favour of sustainable development does not change the statutory status of the development plan as the starting point for decision-making. Where a planning application conflicts with an up-to-date development plan (including any neighbourhood plans that form part of the development plan), permission should not usually be granted. Local planning authorities may take decisions that depart from an up-to-date development plan, but only if material considerations in a particular case indicate that the plan should not be followed.</i> In line with MBC Local Plan policy LPRSP8, limited, small scale, plan-led development is supported in Boughton Monchelsea but only where all of the following four criteria apply :	2/7/26
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	• The scale of the development is proportionate to the size of the settlement and the type and level of local services available • The development design takes account of landscape impact having regard to the setting of the settlement within the countryside • It can be linked to the retention or expansion of specific infrastructure or service assets within the settlement • It has community support, either through a Neighbourhood Plan, or other Parish endorsement, for example as a Rural Exception Site; and where suitable access can be provided The proposal does not meet all the above criteria and is therefore contrary to policy LPRSP8. We believe the proposal may be located on the 'best and most versatile' agricultural land and if so, change of use to residential should not be permitted, whether the land is currently used for agriculture or not.	
26/502235	Land rear of 58 Church Street, Boughton Monchelsea Demolition of existing stables and shed and erection of 18 no. extra care retirement bungalows (Class 2) comprising 7 no. semi-detached pairs (14 no. total) and 4 no. detached bungalows and a single storey rear extension to existing clubhouse, communal garden to include timber pavilion, with associated landscaping, access roads and parking (NOTIFICATION OF APPEAL) DECISION : The Parish Council wishes to reiterate its original objections to the application.	2/7/26
26/502344	Swiss Cottage, Bottlescrew Hill, Boughton Monchelsea Erection of an Orangery with boot room to the south west elevation DECISION : No objection / comment	21/7/26
26/502345/ LBC	Swiss Cottage, Bottlescrew Hill, Boughton Monchelsea Listed building consent for erection of an Orangery with boot room to the south west elevation DECISION : No objection / comment	21/7/26
26/502330	Holbrook, Lower Farm Road, Boughton Monchelsea Demolition of the porch and restoration of the former façade, replacement of the existing front door with the former oak front door, retention of the replacement box sash windows and retention of the oil tank (retrospective) DECISION : No objection / comment	21/7/26
26/502331/ LBC	Holbrook, Lower Farm Road, Boughton Monchelsea Listed building consent for internal and external alterations	21/7/26

	including demolition of the porch and restoration of the former façade, retention of first floor doorway opening, replacement of the existing front door with the former oak front door, retention of the replacement box sash windows and retention of the oil tank (works complete) DECISION : No objection / comment	
26/502722	Unit 1A Monchelsea Farm, Heath Road, Boughton Monchelsea Section 72 – Application for variation of condition 5 (to allow padel tennis courts to be used between 06.00 hrs to 22.00 hrs) pursuant to 25/504110/FULL for – Change of use of building from storage and distribution (Class B8) to padel tennis (5 courts) for a temporary period of 5 years, including alterations to fenestration, cycle and bin storage, and creation of 15 no. new car parking spaces DECISION : The Parish Council wish to see the application refused for the following reasons. If MBC are minded to approve it, we wish to see the application reported to planning committee for decision. It is unacceptable for the opening hours to be extended from 8am – 10pm to 6am – 10pm. If members of the public arrive on site at 6am then staff members would need to arrive even earlier to open up. Nearby residents are likely to be asleep at this time of the morning and would be disturbed by such an early opening time. We have already received reports from residents of people noisily leaving the site after the centre has closed We are concerned at traffic movements to and from the site at the junction with Heath Road, creating conflict with vehicles dropping off and collecting children from the adjacent nursery, which shares the same access We were assured by the applicants (who attended one of our Parish Council meetings) that the facility would not open until 8am and we did not object to the original application on that basis. It is very disappointing to see this (second) variation of condition application so soon after the original application was decided The Forever Padel website https://foreverpadel.co.uk/ lists various other facilities on the site, including a fully equipped gym and cardio room, mat pilates, circuit training, sauna and ice bath wellness facilities, dedicated recovery area, sun beds, social areas, pool table and a fully licensed bar. These facilities did not form part of the original planning application and the Parish Council would have objected, had they been included. When the applicants attended a previous Parish Council meeting they assured us there would be no café or licensed bar on site and also made assurances regarding external lighting. We have received recent reports of significant light pollution from the site which is affecting	20/8/26

	enjoyment of residents' private amenity space and will also be detrimental to bats.	
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The following applications have been APPROVED by MBC:

None	
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The following applications have been REFUSED by MBC:

26/501821	Land at Coombe Bank, Old Tree Lane, Boughton Monchelsea Erection of 3 no. dwellings with associated landscaping, altered vehicle access, parking and new pedestrian access pathway with gate.
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The following applications have been notified as WITHDRAWN :

None	
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The following APPEALS have been notified:

None	
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The following APPEAL DECISIONS have been notified:

None	
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The following APPEALS have been notified as WITHDRAWN:

None	
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14 Representatives' Reports:

14.1 KALC: Cllr Murray advised that he had attended the recent briefing on transfer of community assets following the formation of unitary authorities. The clerk noted that the only KCC or MBC owned asset she could think of in the parish that might be transferable in the future was the Joywood green space and play area. Members stated that they would not be keen to take on this liability with no financial recompense.

14.2 Allotments : The clerk advised that Haste Hill Road allotment rent is due on 1st October. Clerk to arrange allotment site hedge cutting with Steven Waring. **CLERK**

14.3 Village Hall & Recreation Ground : Cllr Robertson provided an update, as follows :

- Fire risk assessment has been completed and fire extinguishers maintained
- Caretaker has been tasked with clearing leaves in the car park
- Tree surgery work in the car park and recreation ground is now complete

14.4 Neighbourhood Watch : Since there is no longer a Neighbourhood Watch group in the parish it was agreed to remove this regular agenda item.

14.5 Police liaison : Cllr Robertson had nothing to report.

14.6 Biodiversity and environment : Cllr Murray had nothing to report.

14.7 Highways : The clerk advised that KCC's contractor will be starting the visual calming work on 7th September.

Cllr Robertson stated that the Police have advised that speeding on Heath Road has reduced. It was noted that if speeding drivers are recorded three times by Speedwatch teams anywhere in Kent they receive a letter from the Police. A further recording means a Police visit to the speeding driver's home.

Clerk to advertise for more Speedwatch volunteers on the Parish Council Facebook page and e-mail circle. **CLERK**

15. Decision items :

15.1 Updated banking policy :

The clerk had produced an updated draft banking policy, as requested by members, allowing the clerk to authorise payments online once approved via e-mail by two members of the Parish Council. Cllr Green proposed that the draft updated policy be approved. Seconded by Cllr Smith and agreed by all members. Clerk to add updated policy to Parish Council website. **CLERK**

15.2 Clerk's annual salary review :

The clerk left the room for this item.

Following discussion, it was agreed to increase the clerk's annual salary by 3.3.% to £31,000 per annum. Proposed by Cllr Green, seconded by Cllr Smith and agreed by all members.

15.3 Parish Council phone:

It was agreed to purchase a Parish Council mobile phone for use by the clerk, if required, as an alternative to a landline. Proposed by Cllr Green, seconded by Cllr Smith and agreed by all members. **CLERK**

15.4 Container for fete equipment:

Cllr Date was not present at the meeting therefore it was agreed to defer this item to the next meeting. **CLERK**

16. Update / discussion items :

16.1 Local asset transfer / Community Right to Bid :

Local asset transfer was covered in item 14.1 above. No further action required at this stage.

Following discussion, it was agreed not to pursue any Community Right to Bid applications.

16.2 Replacement play equipment for Church Street play area :

Cllr Redfearn stated that he was in the process of obtaining quotes from three play equipment companies for upgrade works to the Church Street play area. To be discussed further at the next Parish Council meeting. **CLERK**

16.3 Neighbourhood Plan update :

Cllr Smith advised that the draft revised Neighbourhood Plan will soon be available.

17. Health & Safety Issues:

Nothing to report.

18. Items for information only :

Concern was expressed regarding overgrown garden hedges reducing available footpath width, especially for wheelchair and mobility scooter users. The clerk advised that this should be reported to KCC Highways via their online portal <https://www.kent.gov.uk/roads-and-travel/report-or-track-a-problem-on-the-road-or-pavement>

19. Date of Next Meeting:

The next full Parish Council meeting is due to be held on Tuesday 3rd November 2026 at 7pm in the main hall of the village hall.

There being no further business the meeting closed at 9pm

Deferred items schedule

Item	Review date
Tree inspections	Complete every 2 years or after any severe weather event or other cause for concern. Next inspections due Spring 2027.
Clerk's salary	Review annually. Next review due September 2027.