

## BOUGHTON MONCHELSEA PARISH COUNCIL

**Minutes of the Parish Council Meeting held at 7pm on 5<sup>th</sup> July 2022  
in the main hall of Boughton Monchelsea village hall, pursuant to notice.**

### **Present:**

Cllrs S. Munford  
A. Humphryes  
D. Smith  
R. Martin  
I. Ellis  
R. Garland  
R. Edmans (left at 9.00pm)  
D. Redfearn (arrived at 8.10pm, left at 9.00pm)  
L. Date

Parish Clerk  
MBC member, Cllr Dan Wilkinson

1. **Apologies:** Apologies were received from the following members with reasons for apology noted in brackets : Cllrs Stevens (personal), Wilde (social event), Brown (holiday), Roome (bereavement), Jessel (family) and Skinner (work meeting). The reasons for apology were accepted by members.

Cllr Redfearn had contacted the clerk prior to the meeting advising that he would be late due to work commitments.

2. **Filming of meetings : Request for notification of whether any person intends to film, photograph or record any item**  
None

3. **Notification of late items for inclusion on the agenda**  
No late items

4. **Standing Order 61: To decide whether the public and press should be excluded from the meeting for any item.**  
The following exempt items were agreed :  
12 Clerk's report – planning enforcement investigations  
18.4 Parish boundary review update

5. **Reports from PCSO / KCC Community Warden / KCC Councillors**  
PCSO Pete Gardner was not present at the meeting. The clerk had compiled the crime report using information from the e-watch.co website. During May and June there were 2 reported crimes in south ward (damaged property in a field, theft of a hosepipe from a pub garden) and 3 crimes in north ward (scaffolding stolen from a building site, motorbike stolen from a residential property, ipads and hand tools stolen from a school). In addition, PCSO Gardner's report referred to further incidents of theft, vehicle taking and attempted criminal damage.

Further to reports of food theft, Cllr Date advised that he would send a message out on the e-mail circle reminding residents of support available through the Rifgins Trust.

**CLLR DATE**

The KCC Warden was not present at the meeting. A report had been received which is summarised below.

- Work includes welfare visits to vulnerable people and involvement with neighbourhood disputes
- Residents struggling to pay their bills can contact National Debtline, Step Change or Citizens Advice for support and information
- Latest scams include e-mails and texts claiming to be from utility companies and the NHS
- Report of a stolen vehicle abandoned in a field. Thanks to the swift actions of a resident the vehicle was recovered and the Police made an arrest

**6. County Councillor updates**

Neither Cllr Parfitt-Reid nor Cllr Cooke were present at the meeting.

**7. Borough Councillor updates**

Cllr Munford spoke regarding the ward boundary consultation which closes on 28<sup>th</sup> September. It was agreed that Cllrs Smith, Martin, Humphryes and Munford would meet and form a response to this consultation on behalf of the Parish Council.

**CLLRS SMITH / MARTIN / HUMPHRYES / MUNFORD**

**8. Open Quarter :**

No members of the public were present at the meeting.

**9. Declarations of Interest in Items on the Agenda / Declaration of Changes to the Register of Interests / Requests for Dispensations :**

As BMAT trustees, all members present (except Cllr Munford) were given dispensation to discuss and vote on any items relating to BMAT.

As village hall and recreation ground trustees, Cllrs Smith, Humphryes, Martin and Garland were given dispensation to discuss and vote on any items relating to the village hall remodelling work.

As a governor of Boughton Monchelsea primary school, Cllr Humphryes declared an interest in item 14.1 Grant request from Boughton Monchelsea primary school

**10. Matters outstanding from minutes (3<sup>rd</sup> May 2022) not included in agenda:**

12 / 17.6 - Conservation area signs : Now complete

18.2 - Langley Park allotments : All plots now allocated

21 – Tree inspections : Tree courses booked for Cllrs Martin and Redfearn. Cllr Garland agreed to attend a later course.

11. **Minutes of the meeting held on 3<sup>rd</sup> May 2022. Agreement of and signature by Chairman of the Parish Council :**

The minutes of the Parish Council meeting held on 3<sup>rd</sup> May were agreed as correct. Proposed by Cllr Ellis, seconded by Cllr Smith and agreed by all members.

12. **Clerk's report**

The contents of the clerk's report were noted and the clerk provided a verbal update.

13. **Finance**

**Payments since last meeting ( incl VAT) :**

Coakley	Dog bin emptying	130.00
Cleaning		
Parish Clerk	Wine glasses for PC events	62.00
KALC	Annual subscription	1,518.65
KCC	Stationery	28.79
Rory Stroud	Fencing to Walk Meadow <b>(BMAT)</b>	107.00
Rory Stroud	Gates to Furfield Park <b>(BMAT)</b>	841.87
Grammer	Newsletter printing	375.00
Printers		
A. Humphryes	'No motorbike' signs for Furfield Park <b>(BMAT)</b>	120.00
Fusion	Catering for Annual Parish Meeting	220.00
H. Stevens	North ward newsletter delivery	40.00
Parish Clerk	Expenses	464.00
Parish Clerk	Stationery	6.98
Parish organisations	Grants (200+300+200+300+500+175+300+350)	2,325.00
Parish Clerk	Expenses	89.30
HMRC	Tax and NI - May	434.52
Parish Clerk	Clerk's salary – May (paid by bank transfer)	464.09
Parish Clerk	Expenses	100.27
Zurich	BMAT insurance – annual premium <b>(BMAT)</b>	997.46
Village hall comm.	Hall hire	131.25
Temple Knight	Printer cartridge	161.80
Rory Stroud	Oiling Jubilee bench <b>(BMAT)</b>	75.00
Rory Stroud	Installing Jubilee bench + hardstanding <b>(BMAT)</b>	965.00
Maidstone Slgns	Lettering for honour board	12.00
Tudor Oak Kent	Oak posts for conservation area signs	1,428.00
Parish Clerk	Clerk's salary – May (paid by standing order)	1,050.26
Coakley	Dog bin emptying	130.00
Cleaning		
Four Seasons	Fencing materials for Furfield Park <b>(BMAT)</b>	805.03
Mc Veigh	Fencing materials for Furfield Park <b>(BMAT)</b>	1,779.49
Parker		

Gill Turner	Legal fees £657.60 = Village hall, ( <b>£3,232.20 = BMAT</b> )	3,889.80
Tucker	(312.00+285.60+1,723.80+640.80+336.00+321.60+270.00)	
Paul Chapman	Parish hut roof repairs	240.00
Alec Gould	Fencing materials for Furfield Park ( <b>BMAT</b> )	178.50
Caroline Jessel	Refreshments for Friends of BMAT meeting ( <b>BMAT</b> )	36.09
HMRC	Tax and NI - June	434.32
Parish Clerk	Clerk's salary – June (paid by standing order)	1,050.26
Parish Clerk	Clerk's salary – June (paid by bank transfer)	464.29
Parish Clerk	Clerk's expenses	66.33
Zurich	Parish Council insurance – additional premium	856.71
Village hall comm.	Hall hire	31.25

### **Receipts:**

MBC	Parish Services Scheme	3,166.50
HMRC	VAT refund	13,766.92
Allotment leaseholders	Allotment rent (367.50 + 17.50 + 17.50)	402.50

### **Balances as at 29<sup>th</sup> June 2022 :**

Current Account	234,127.93
BNG Funds Account	0
Business reserve	100,426.54
National Savings	307.98
<b>Total Financial Assets</b>	<b>334,862.45</b>

Note : Asterisked items indicate payments made prior to authorisation by the Council but certified as to correctness and urgency by the Chairman and Clerk.

13.1 Finance report - Agreement of payments made and income received since last meeting : The above financial statement was accepted. Proposed by Cllr Garland, seconded by Cllr Ellis and agreed by all members.

13.2 Budget monitoring report : Cllr Date proposed that the budget monitoring report to 29<sup>th</sup> June 2022 be accepted. Seconded by Cllr Humphryes and agreed by all members.

13.3 Parish Council accounts 21/22 – internal audit report : The audit report produced by Peter Cousins was noted. It was agreed that a letter of thanks should be sent to Mr Cousins.

**CLERK**

### **14. Correspondence:**

14.1 Boughton Monchelsea primary school – grant request : The clerk noted that correspondence had been received from the school requesting a grant towards outdoor learning resources and play equipment. Cllr Ellis stated that he was not in favour of offering financial assistance to organisations that are financed or controlled by higher authorities. It was noted that a grant had been given to the

school some time ago towards the new library however it had been explained to the school at the time that this was a one off. Following lengthy discussion Cllr Smith proposed that the Parish Council should not award any grant to the school. Seconded by Cllr Ellis. A vote was taken with 6 for, 1 against and 1 abstention.

**CLERK**

**15. Planning Report:**

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

		MBC notified :
22/501424	Kent Police Training Centre, Coverdale Avenue, Maidstone Erection of a telecommunications mast in replacement of an existing off-site mast <b>DECISION :</b> No objection / comment	3/5/22
22/501895	Rosewood (Phase 4 and 5), Land south of Sutton Road, Langley Approval of reserved matters (appearance, landscaping, layout and scale being sought) for phases 4 and 5 for the erection of 248 no. residential dwellings (use class C3) with associated landscaping, public realm, playspace, car parking and infrastructure. In addition to approving details for condition 9 (ecological mitigation), condition 10 (ecological design strategy), condition 11 (construction) <b>DECISION :</b> No objection / comment	3/5/22
22/501723	Wood Cottage, Atkins Hill, Boughton Monchelsea Erection of a single storey conservatory extension (retrospective) <b>DECISION :</b> The Parish Council feels very strongly that MBC should be discouraging retrospective applications which make a mockery of the planning process	3/5/22
22/501903	Land south of Sutton Road (phases 4 & 5), Langley Approval of reserved matters (appearance, landscaping, layout and scale being sought) for the infrastructure and strategic landscape that surrounds phase s 4 and 5 of the development site (including alternative details to 20/501452/REM for part of phase 2 spine road) pursuant of outline application 15/509015/OUT) <b>DECISION :</b> No objection / comment	3/5/22
22/501924	Land south of Sutton Road, Langley Approval of reserved matters (appearance, landscaping, layout and scale being sought) <b>DECISION :</b> No objection / comment	3/5/22
22/501456	North Lodge, Back Lane, Boughton Monchelsea Erection of ground floor side extension with 1 no. roof light connecting the main house to an existing outbuilding. Erection of first floor side extension with 1 no. roof light	3/5/22

	<b>DECISION :</b> No objection / comment	
22/501901	9 Lewis Court Drive, Boughton Monchelsea Demolition of garage and conservatory. Erection of single storey side & rear extensions with roof lights	3/5/22
	<b>DECISION :</b> No objection / comment	
22/501920	Land rear of 92 The Quarries, Boughton Monchelsea Erection of detached garage for use in connection with the dwelling approved under planning consent 21/505347	3/5/22
	<b>DECISION :</b> The heritage statement incorrectly states that the site is not within a conservation. The conservation officer should be fully consulted on this application.	
22/501369	Maidstone Exchange, Cuxton Road, Maidstone Advertisement consent for 1 no. single sided monolith sign, with multi colour graphics to show header, various tenants details, site plan and managing agent logo	3/5/22
	<b>DECISION :</b> No objection / comment	
22/502112	The Computer Man, Spectrum Business Estate, Bircholt Road, Maidstone Change of use from storage building into walk in trade / convenience store	26/5/22
	<b>DECISION :</b> No objection / comment	
22/501406	Church Farm, Church Hill, Boughton Monchelsea Erection of a two storey rear extension and detached garage, including creation of a new access road to Church Hill with steel gates and brick piers. Demolition of 2 no. existing garages	26/5/22
	<b>DECISION :</b> No objection however MBC should ensure that the conservation officer is fully consulted on the application. With a listed building such as this the detail is of utmost importance as is the choice of materials. The design of the gate should also be reviewed by the conservation officer.	
22/501301	The White House, Heath Road, Boughton Monchelsea Conversion of existing barn together with the erection of a single storey extension and changes to fenestration to create an independent residential dwelling (retrospective)	26/5/22
	<b>DECISION :</b> The Parish Council feels very strongly that MBC should be discouraging retrospective applications which make a mockery of the planning process.	
22/502368	61 Haste Hill Road, Boughton Monchelsea Demolition of existing detached garage and erection of a single storey rear extension	14/6/22
	<b>DECISION :</b> The Parish Council wish to comment on the application as	

follows :

- The proposal is incongruous in scale to the existing property, doubling its footprint
  - We are concerned at potential shading of adjacent properties
- 22/502602 Longridge, Heath Road, Boughton Monchelsea 14/6/22  
Conversion of existing garage to an annexe with the erection of a first floor extension ancillary to the main dwelling
- DECISION :**  
No objection however MBC should impose a condition such that the annexe remains ancillary to the main dwelling in perpetuity
- 22/501368 Unit 1, Maidstone Exchange, Cuxton Road, Maidstone 14/6/22  
Advertisement consent for 8 no. aluminium panel signs with full colour digital printed logos, to be mounted on fencing
- DECISION :**  
No objection / comment
- 22/502627 Boughton Service Station, Heath Road, Boughton Monchelsea 14/6/22  
Retention of existing hand car wash facility and office / customer waiting room, and proposed alterations including installation of acoustic enclosure and provision of a new customer parking area (part retrospective)
- DECISION :**
- The Parish Council wish to see the application refused for the following planning reasons. If MBC are minded to approve it then the application should be reported to planning committee for decision.
  - We are extremely concerned at this visually intrusive, intensified business use of the site in the context of the adjacent conservation area and listed buildings
  - MBC's Cock Street Conservation Area appraisal notes that the Civic Amenities Act of 1967 defines a conservation area as 'an area of architectural or historic interest the character and appearance of which it is desirable to preserve or enhance'. It goes on to say that 'Out of a total of 65 listed buildings in the overall parish, 4 fall within the Cock Street Conservation Area'. The appraisal concludes that 'the main threats to preserving or enhancing the character come from a variety of internal and external sources...Perhaps most visible to the casual observer is the impact of the commercial and residential development on the fringes of the designated area, in essence the garage on Heath Road to the east...Further encroachment on the historic environment should be avoided'
  - MBC's conservation area management plan notes the 'negative impact of the petrol station on the setting of the conservation area' and states 'As and when the opportunity arises, every effort should be made to reduce

the visual impact of signage on this site, and/or secure a use that is more sympathetic to the setting of the conservation area'. The proposal for a visually intrusive car wash facility and office / waiting room conflicts with the stated aims of both the appraisal and management plan.

- The applicant's heritage statement mentions the conservation area but simply states that the petrol station is 'nearby', ignoring the references to negative impacts contained within the MBC documents. The heritage statement is inadequate and does not acknowledge the concerns expressed in the conservation area appraisal and management plan.
- Due to its close proximity to the conservation area, we would expect MBC's conservation officer to be fully consulted on the proposal. We note that the officer has not commented on previous applications relating to this site.
- We acknowledge the efforts made by the applicant to provide an acoustic enclosure however we are concerned at the visual impact of this, adjacent to the conservation area
- Visibility is significantly impaired for drivers wishing to turn right out of the site after having their vehicles cleaned and we have witnessed car wash staff having to see vehicles out on to Heath Road. This is completely unacceptable and should have been fully considered as part of this planning application. The entry and exit points from the site, even for the petrol station, also need to be reviewed. Visibility is significantly impaired by the illuminated sign.
- There are now five businesses operating from the site – petrol station, car repairs, car wash, car sales and flower shop. Four of these were there previously but the introduction of the car wash has created significant safety hazards both on and off site, with additional traffic, cars parked up waiting to be cleaned and queueing out on to Heath Road. KCC should fully assess the impact on highway safety resulting from this proposal. Additionally, it should be noted that previous planning permission for the car wash was based on a site with no fuel sales
- We appreciate that the site has historical use as a petrol station, garage and shop however in years gone by this was aesthetically low key and in keeping with the semi-rural nature of the village. The incremental growth of the site, including the large illuminated sign, car wash bay and associated structures now has a very urban feel which is completely out of character with the adjacent conservation

area

- Policy PWP3 of the Boughton Monchelsea NHP covers protection of non-designated heritage assets and states that 'The protection extended by this policy extends to all oast houses within the Neighbourhood Plan area'. The proposed jet wash facility would negatively impact the setting of the adjacent oast house and therefore fails to comply with this policy
- Policy LRE1 of the Boughton Monchelsea NHP states that proposals will be supported where they are neighbourly in terms of their visual, noise, smell and other impacts on adjoining uses. The proposed car wash facility does not comply with these requirements and is therefore not supported by the Parish Council
- It is unclear whether any additional signage or lighting will be required to facilitate the proposal. If so, this should be detailed. The Cock Street conservation area appraisal acknowledges the clutter of signs which detract from the buildings and open spaces that make up the conservation area and states that an approach to reduce such signage would be welcome. In terms of lighting, policy PWP 10 of the Boughton Monchelsea NHP states that lighting must be designed and managed to reduce light pollution and any harmful visual impact on neighbouring activities and the character of the area.

22/502786 12 Haste Hill Close, Boughton Monchelsea --  
Demolition of existing conservatory and erection of a replacement single storey rear extension, single storey front extension and garage conversion with internal alterations  
**DECISION :**  
Not yet decided

**The following applications have been APPROVED by MBC:**

- 22/501941 49 Lockham Farm Avenue, Boughton Monchelsea  
Prior notification for a proposed single storey rear extension which: A) Extends by 4.50 metres beyond the rear wall of the original dwelling. B) Has a maximum height of 2.95 metres from the natural ground level. C) Has a height of 2.95 metres at the eaves from the natural ground level.
- 22/501375 13 Hayward Road, Maidstone  
Lawful development certificate for proposed loft conversion with rear box dormer and insertion of roof windows
- 22/500181 10 Cherry View, Green Lane, Boughton Monchelsea  
Erection of a two storey rear extension and front porch. Loft conversion and the insertion of 2 no. roof lights
- 21/505463 Vinten House, Unit 14 Target Business Centre, Bircholt Road, Maidstone  
Erection of commercial building of 4 units and erection of a single storey extension to existing warehouse, all for use class B8 (storage and

- distribution) with incidental and ancillary offices only
- 22/501723 Wood Cottage, Atkins Hill, Boughton Monchelsea  
Erection of a single storey conservatory extension (retrospective)
- 22/501456 North Lodge, Back Lane, Boughton Monchelsea  
Erection of ground floor side extension with 1 no. roof light connecting the main house to an existing outbuilding. Erection of first floor side extension with 1 no. roof light
- 22/501424 Kent Police Training Centre, Coverdale Avenue, Maidstone  
Erection of a telecommunications mast in replacement of an existing off-site mast
- 22/501369 Maidstone Exchange, Cuxton Road, Maidstone  
Advertisement consent for 1 no. single sided monolith sign, with multi colour graphics to show header, various tenants details, site plan and managing agent logo

**The following applications have been REFUSED by MBC:**

- 22/501348 8 Haste Hill Close, Boughton Monchelsea  
First floor rear extension and loft conversion with 2 no. side dormers
- 21/506698 Boughton Mount Farm, Cliff Hill, Boughton Monchelsea  
Part demolition and conversion of an existing agricultural building to form 3 no. dwellinghouses with associated access, parking and amenity space
- 21/506652 Boughton Mount Farm, Cliff Hill, Boughton Monchelsea  
Conversion of office building to form 1 no. dwellinghouse, including erection of single storey front and rear extensions

**The following applications have been notified as WITHDRAWN :**

None

**The following APPEALS have been notified:**

- 21/505604 23 Lewis Court Drive, Boughton Monchelsea  
Erection of first floor side extension

**The following APPEAL DECISIONS have been notified:**

None

**The following APPEALS have been notified as WITHDRAWN:**

None

15.1 Cllr Smith gave an overview of recent planning application responses and MBC decisions.

15.2 Discussion took place regarding retrospective planning applications and it was agreed that the Parish Council should write to MBC expressing concern that such applications make a mockery of the planning system. Cllr Smith agreed to draft this letter.

**CLLR SMITH**

**16. Representatives' Reports:**

16.1 KALC: Cllr Date advised that there had been no recent meeting.

16.2 Allotments : The clerk advised that the two dip tanks provided by Taylor Wimpey were inadequate for the number of allotment plots and took a long time to fill up. She and Cllr Martin would be arranging a site meeting with plot holders later in the summer and would discuss any concerns then. **CLERK**

16.3 Village Hall & Recreation Ground : Village hall representative, Cllr Roome was not present at the meeting. The hall remodelling work would be discussed under a later agenda item.

16.4 Neighbourhood Watch : Cllr Stevens was not present at the meeting.

16.5 Police Liaison : Cllr Date had nothing to report.

16.6 Bus group : Cllr Roome was not present at the meeting.

16.7 Climate change and biodiversity : Cllr Jessel was not present at the meeting but had produced a report which had been circulated to members. It was noted that Cllr Jessel would arrange a sub-group meeting in due course.

Cllr Redfearn joined the meeting at this point (8.10pm)

## **17. Decision items :**

17.1 Appointment of Vice-Chair of the Parish Council : Cllr Ellis nominated Cllr Edmans as Vice-Chairman which was seconded by Cllr Martin. Cllr Smith nominated Cllr Humphryes as Vice-Chairman which was seconded by Cllr Munford. A vote was taken with 4 votes for Cllr Humphryes and 3 votes for Cllr Edmans. Cllr Humphryes therefore took office as Vice-Chairman of the Parish Council.

17.2 Open spaces committee – agree whether to form new committee and if so agree members and draft terms of reference :

Cllr Ellis proposed forming an open spaces committee. Lengthy debate followed. Cllr Edmans then proposed that the Parish Council defer deciding until the next meeting on 6<sup>th</sup> September. Cllr Ellis withdrew his original proposal and seconded Cllr Edmans' proposal. A vote was taken with all members in agreement to defer until September.

17.3 Village hall remodelling committee – agree whether to form new committee and if so agree members :

After lengthy discussion Cllr Martin proposed that the Parish Council should not set up a village hall remodelling committee. Seconded by Cllr Humphryes and agreed by all members.

17.4 Finance committee – agree whether to form new committee and if so agree members : After lengthy discussion Cllr Munford proposed that the Parish Council should set up a finance committee. Seconded by Cllr Edmans and agreed by all members. It was agreed that this should be added to the agenda for the next meeting on 6<sup>th</sup> September, with terms of reference and committee members to be agreed. **CLERK**

17.5 BMPC financial regulations – review and amend, if required :

Cllr Munford proposed that the Parish Council's financial regulations should be amended as follows :

*Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:*

- *the council for all items over £5,000;*
- *a duly delegated committee of the council for items over £1000; or*
- *the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below £1000.*

It was noted that the agreed amendments were an increase in limit from £500 to £1000 for both Clerk / Chairman authorised items and delegated committee authorised items.

Cllr Munford's proposal was seconded by Cllr Garland and agreed by all members.

**CLERK**

17.6 Biodiversity Net Gain monies – formal agreement to transfer BNG funds from BMPC reserve account to new BMPC BNG funds account :

Cllr Ellis proposed that the £100,000 BNG monies be transferred from the BMPC reserve account to the new BMPC BNG funds account. Seconded by Cllr Smith and agreed by all members.

**CLERK**

Cllrs Edmans and Redfearn left the meeting at this point (9pm).

A break followed and the meeting resumed at 9.10pm.

17.7 Gates and fencing at Furfield Park – agree additional spending :

The clerk advised that the Parish Council had agreed to spend up to £3,400 on gates and fencing at Furfield Park to limit access to the site for illegal motorbikes. Quotes had been obtained and in order to fully secure the site it would be necessary to spend an additional £3,802.02. Cllr Munford proposed that the Parish Council spend an additional £3,802.02 (from the BMAT open spaces budget head) for this purpose. Seconded by Cllr Garland and agreed by all members, with the exception of Cllr Humphyres. Motion carried.

**CLERK**

17.8 Agreement of Kent Wildlife Trust invoices for services relating to proposed biodiversity net gain projects :

The clerk advised that invoices (exclusive of VAT) had been received from KWT Consultancy Services as follows :

- Brokerage fee £16,900.00
- Ecological scoping baseline survey and report £3,500.00
- Flood mitigation advice – leaky dams / reservoir £962.50
- Flood mitigation advice – leaky dams / reservoir £550.00

Lengthy discussion followed. Cllr Ellis then proposed that the Parish Council pay all the above invoices, the first two from the BNG restricted funds account and the last two from the main current account under budget head 'restricted funds – reservoir'.  
Seconded by Cllr Martin and agreed by all members. **CLERK**

17.9 Agree transfer of £60,000 (on loan from the Parish Council) from Boughton Monchelsea Amenity Trust to BMAT :  
Cllr Munford proposed that the Parish Council agree to transferring the £60,000 loan from Boughton Monchelsea Amenity Trust to BMAT. Seconded by Cllr Ellis and agreed by all members.

**18. Update / discussion items :**

18.1 Village hall remodelling update :

Cllr Humphryes gave a progress update on the village hall remodelling project.  
Cllr Munford thanked Cllrs Humphryes, Smith and Martin for all their hard work on the project so far.

18.2 Parkwood Farm reservoir update : Cllr Edmans had left the meeting prior to this item.

18.3 North ward update : There were no north ward representatives at the meeting.

18.4 Parish boundary review update : Exempt item

**19. Health & Safety Issues:**

Nothing further to report.

**20. Deferred Items Schedule:**

20.1 It was noted that BMAT had recently received a copy of the latest Merebrook report relating to the methane monitoring plant at Furfield Quarry. It was noted that trustees, Andy Humphryes and Richard Martin would be drafting a letter from BMAT to the Skinner Trust in relation to this report. **BMAT TRUSTEES**

**21. Any other business. (Non decision items only):**

21.1 Cllr Date acknowledged the hard work of fete committee Chair, Jen in organising and implementing such a successful village fete. This sentiment was echoed by all members.

**22. Date of Next Meeting:**

The next full Parish Council meeting is due to be held on Tuesday 6<sup>th</sup> September 2022 at 7pm in the main hall of the village hall.

There being no further business the meeting closed at 10.30pm

**MINUTE 18** (Parish Council meeting 4<sup>th</sup> July 2022)

**SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:**

<b>DATE :</b>	<b>ITEM:</b>	<b>ISSUE / ACTION:</b>	<b>POSITION AS AT PARISH COUNCIL MEETING 4<sup>th</sup> JULY 2022</b>
16.1.07	Furfield Quarry	Methane monitoring	BMAT issue. Last meeting between BMAT / MBC and Skinner Trust took place on 8/7/20. Clerk asked MBC if any further Merebrook reports available but none since last meeting. As requested by BMAT trustees, contacted Skinner Trust directly for copies of latest reports (14.9.21). Report dated January 2021 received and forwarded to relevant BMAT trustees. Queries on report submitted to Merebrook November 2021. No response received however Skinner Trust advise of delay due to an imminent change to the person acting as custodian Trustee. (11.1.22)
2.7.19	59 Linton Road	Encroachment	BMAT issue. Review September 2022
3.9.19	11 Harling Close	Encroachment	BMAT issue. Review September 2022
3.9.19	Clerk's salary	Review	Review clerk's salary on an annual basis. Next review due September 2022
3.3.20	Furfield Quarry	Option agreement	BMAT issue. Option expires in September 2024. Review before March 2024
18.5.21	Piper / Thirkell land	Lease	Lease expires on 6 <sup>th</sup> January 2116. Review in 2115
14.9.21	Langley Park	Parking on double yellow lines	MBC advise no action can be taken to address parking on double yellow lines until road has been adopted.