

MINUTES
PARISH COUNCIL MEETING OF
COLLIER STREET PARISH COUNCIL
Orchard Room, St Margaret's School
on Monday 12TH MAY 2025
commencing at 18:45
In attendance

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| Cllr Andrew Papas [AP] Chair | Cllr Claudine Russell (Borough Councillor) |
| Cllr Jack Highwood [JH] Vice-chair | Cllr Grace Crouch (Borough Councillor) |
| Cllr Ben Ward [BW] | Cllr Mick Summersgill (Borough Councillor) |
| Cllr Charlie Cooper [CC] | |
| Cllr Deborah Papas [DP] | One member of public |
| Cllr Kelly Rigden [KR] | |
| Cllr Steve Barham [SB] | |

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| 25.05.01 | Election of CHAIR and VICE-CHAIR 25.05.01.01 Cllr Jack Highwood proposed Cllr Andrew Papas to be elected CHAIR. Unanimous vote 25.05.01.02 Cllr Andrew Papas accepted position of office 25.05.01.03 Cllr Jack Highwood offer to stand again as Vice Chair. Unanimous vote 25.05.01.04 Cllr Jack Highwood accepted position of office | |
| 25.05.02 APOLOGIES & ABSECNCE | Parish Clerk Michelle Rumble | |
| 25.05.03 DECLARATION OF INTEREST | None | |
| 25.05.04 MINUTES | MINUTES OF THE MEETING HELD ON 7th April 2025 Approved - Proposed [DP] Seconded [JH] | |
| 25.05.05 | EXTERNAL REPORTS BOROUGH COUNCILLORS Due to local and mayoral elections, no reports were made by the Borough Councillors COUNTY COUNCILLOR A new County Councillor has been elected in this month's local elections – Cllr Brian Black {Maidstone Rural South} | |

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| 25.05.06 | <p>CHAIRS REPORT Report circulated to all Councillors and the Clerk prior to the meeting.</p> <p>Planning Councillor Jack Highwood has worked regularly, methodically and diligently researching and opining on every planning application that impacts our Parish. In addition, all councillors have contributed to viewing and feeding back prior and during meetings.</p> <p>Councillor Deborah Papas has developed excellent presentations for all our meetings, and this has proved particularly useful for when planning applications are discussed, by showing plans and pictures relating to each case.</p> <p>Highways In the past year, several sign incidents have been reported and rectified as well as re-painting of various markings around the village including addition 30 roundels on the B2162.</p> <p>We have also had the addition of parent and child signs along B2162 north and south approaching the school, which has been actioned from our Highways Improvement Plan. In addition, KCC have also approved and funded new weight restriction signs either side of the junction of Longends Lane on the B2162 which will be erected in May / June time.</p> <p>Councillor Deborah Papas has worked very hard on our relationship with KCC Highways.</p> <p>Car Park We installed a height barrier at the entrance to the car park, to prevent large vehicles from entering.</p> <p>We have recently approved and instructed works to have an electric supply to the recreation ground, so that we can install lighting, CCTV and possibly car charging.</p> <p>Councillors Deborah Papas, Ben Ward, Jack Highwood and Charlie Cooper have been very involved in these activities.</p> | |

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| | <p>Recreation Ground</p> <p>Councillors Deborah Papas, Jack Highwood, Ben Ward and Charlie Cooper have worked on several fronts in the recreation ground, such as maintaining the playground equipment, repairing fences/gates, replacing signage, organising locks for the gates and barriers, sweeping the stones from the tarmac and clearing litter.</p> <p>Parish Clerk</p> <p>I would like to personally thank our Parish Clerk, Mrs. Michelle Rumble for her continued patience and hard work.</p> | |
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25.05.07

PUBLIC FORUM

MEMBERS OF THE PUBLIC QUESTIONS

Meeting was adjourned at 18:55hrs to hear from member of the public. There was no transcript received by the Clerk prior to the meeting. Councillors were happy to hear from the member of the public.

The resident firstly wished to thank The Parish Council for all the hard work that is seen being done and wished this to be noted.

The resident gave their point of view of the planning application 25/501556/FULL – Erection of detached outbuilding to serve as an ancillary storage, office and annexed accommodation to the main dwelling of The Old Coach House. The resident wished the Parish Council to know that it is felt that the agent is again trying to gain permission by skirting round the rules and wished it to be known that many residents were not happy with this application. The resident went on to say that the planning officer sent an email to another resident to which they were cc'd into, and felt the email was condescending and addressed the Borough Councillors on the matter, to which Cllr Russell asked for the email chain to be forwarded to her. Cllr Russell and Cllr Summersgill both stated they would look into the matter once they received the correspondence from the resident.

Meeting was reconvened at 19:10hrs.

25.05.08

PLANNING

NEW PLANNING APPLICATIONS

This part of the meeting was chaired by [JH].

APPLICATION: 25/501494/PNEXT

ADDRESS: The Workshop, Den Lane, Collier Street, TN12 9PX

PROPOSAL: Prior notification for a proposed single storey rear extension which: A) Extends by 8 metres beyond the rear wall of the original dwelling. B) Has a maximum height of 4 metres from the natural ground level. C) Has a height of 2.5 metres at the eaves from the natural ground level.

IT WAS DECIDED BY ALL MEMBERS FOR COUNCILLOR HIGHWOOD TO DRAFT COMMENTS TO SUBMIT LATER THAT EVENING TO THE OTHER COUNCILLORS, DUE TO THE LATE ADDITION ON THE AGENDA.

ACTION: [JH] To put script together and circulated to all parish councillors

APPLICATION: 25/501556/FULL

ADDRESS: The Old Coach House, Claygate, TN12 9PL

PROPOSAL: Erection of detached outbuilding to serve as ancillary storage, office and annexed accommodation to the main dwelling. An alternative to that approved under reference MA/22/501795/FULL. (Part retrospective).

IT WAS DECIDED BY ALL MEMBERS TO OBJECT TO THE APPLICATION AND COUNCILLOR HIGHWOOD WOULD DRAFT COMMENTS TO SUBMIT LATER THAT EVENING TO THE OTHER COUNCILLORS FOR APPROVAL.

ACTION: [JH] To put script together and circulated to all parish councillors

25.05.08.01

PLANNING

DECISIONS BY MBC

APPLICATION: 25/500288/FULL

ADDRESS: Den Farm House, Den Lane, Collier Street, TN12 9PX

PROPOSAL: rection of 2 agricultural barns. Installation of gates and new permeable surface.

APPLICATION PERMITTED 15 APRIL 2025.

APPLICATION: 25/500777/LDCEX

ADDRESS: 1-4 White Hart Villas, Spenny Lane, TN12 9GY

PROPOSAL: Lawful Development Certificate for existing rear dormers to rear slope of each property.

APPLICATION WITHDRAWN 1 MAY 2025

25.05.08.02

PLANNING CORRESPONDENCE

None

25.05.09

CIL MONIES

[DP] reported

£3,135.44 received on 22nd April – going forward, will document which properties the monies are credited for.

Spent £8,743 (ex VAT) to UKPN for electrical hook up in car park.

Amount to spend by 6th November 2025 £5,374.97 (after allowing for £2,014.08 for extra works re electrical hook).

Balance of CIL **£28,908.75**

ACTION: [CLERK] Advise which properties CIL monies came from

25.05.10

HIGHWAYS – HIP and GENERAL

[DP] reported

Still await weight limit signs before and after bridge for Longends Lane.

Micro surfacing planned on 20th and 21st May from school to Haviker Street on B2162. Road will be closed between 9:30am – 3:30pm. Road markings, road studs and iron works (drain and man-hole covers) will be done within eight weeks after this date.

Area signpost at end of Jarmons Lane (by B2162) reported due to being very bent over. Under investigation.

Repeater on Green Lane reported previous month has had works completed.

Two damaged reflector posts on B2162 just before Haviker Street southbound, reported due to being bent and completely off. Works being scheduled.

[DP] stated an updated of the HIP was due to be submitted and asked for any further instruction.

Three suggestions were put forward for consideration and will be added to the HIP before submitting to Kent Highways.

ACTION: [DP] Update HIP

25.05.11

FINANCE – TO APPROVE

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| <p>25.05.11.01 BANK RECONCILIATION (APRIL) Proposed [DP] Seconded [KR]</p> <p>25.05.11.02 BANK STATEMENTS (APRIL) Proposed [DP] Seconded [SB]</p> <p>25.05.11.03 TRIAL BALANCE Proposed [DP] Seconded [KR]</p> <p>25.05.11.04 BUDGET REPORT YTD Proposed [DP] Seconded [SB]</p> <p>25.05.11.05 TO NOTE ANY INCOME RECEIVED SINCE LAST MEETING [DP]detailed receipts of £23,800 precept, £3,135.44 CIL monies, £768.52 VAT refund, £5,130.50 insurance claim.</p> <p>25.05.11.06 PAYMENTS FOR MAY (10 totalling £2,132,70) Proposed [CC] Seconded [SB]</p> |
| <p>25.05.12 RECREATION FIELD & CAR PARK</p> <p>25.05.12.01 [BW] reported Awaiting date for works from UKPN to be confirmed. Need to order the green metal box / unit and other equipment and put the slab down. [JH] to take delivery. Also advised company to use for materials that work with UKPN. [AP] discussed awaiting on further quotes, then will push on to decide and proceed as soon as possible.</p> <p>25.05.12.02 [AP] reported that the ground cover for the play area was still to be looked at. ACTIONS: [BW] Order green box, other equipment and organise slab [AP] Obtain quotes for the ground cover for play equipment</p> |
| <p>25.05.13 FLOODING UPDATE [JH] reported Very dry month, nothing to report.</p> |
| <p>25.05.14 CORRESPONDENCE KALC May Newsletter circulated prior to meeting. <u>Reminder</u> KALC AGM 19th May at Yalding Village Hall</p> |
| <p>24.10.15 DATE OF NEXT MEETING [AP] confirmed that the next full Council meeting will be, in The Orchard Room, St Margaret's School on MONDAY 2ND JUNE 2025.</p> <p>There being no further business the meeting closed at 20:15hrs</p> |

Prepared by | Cllr Deborah Papas | Collier Street Parish Council

PG 5 SIGNATURE..... DATE.....