



# Boughton Malherbe Parish Council

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## Minutes of the Parish Council on Monday 6th December 2021, 7.30pm in the village hall

**Present:** Cllrs R Galton (Chair); R Turner; N.Eastwood; G Kennaird  
Clerk Mr Chris Hume  
5 members of the public

Cllr Galton opened meeting at 7.30pm

1. **Anybody filming or recording this meeting to declare it.**
2. **Apologies** – received apologies from Cllr Adams
3. **Declarations:**
  - Any lobbying** - none
  - Any interest in items on the Agenda** – Cllr Eastwood regarding item 6
  - Any changes to the register of pecuniary interests** - none
4. **Response to the Maidstone Borough Local Plan Review. Regulation 19 Draft submission** – the draft response was agreed subject to one amendment. Paragraph 3 should be removed and sent separately as a complaint regarding the lack of consultation about the expansion of the garden village. Clerk to submit the response to Maidstone Borough Council.
5. **“Lengthsman” Contractor** – Chris Wheal provided an update on the current condition of hydrants and the importance of keeping them clear from overgrown vegetation. It was agreed that the specification would be amended and an advertisement produced for submission in Malherbe Monthly, the Downs Mail, village Facebook group and the website. A one-year contract will be offered, renewable annually. The Clerk will enquire whether the council’s insurance will cover any liability if the Lengthsman clears vegetation from fire hydrants. The specification will be amended to reflect advice from the insurers.
6. **Grant Request from the Shop Committee** – following receipt of a grant bid from the village shop committee, it was agreed in principle that the council will make a grant to the village shop initiative for the following items:
  - to investigate the practicalities of erecting a timber container of the village green - £500 initial
  - to set up website and email to enhance communications - £200 per year
  - to advise on all aspects of setting up a small village shop - Plunkett Foundation – membership £240
  - to set up legal registration using model rules - £310
  - to hire village hall to gain more community involvement and consultation - £90
  - to fund further posters, questionnaires, and leaflets - printing costs - £400
  - to fund other incidentals - £250

It was agreed that an initial grant will be made immediately to the shop committee for the following items:

1. Plunkett Foundation – membership	£240
2. Set up legal registration using model rules	£310
<b>TOTAL GRANT</b>	<b>£550</b>

Clerk to prepare a letter to the committee setting out the terms of the grant. Once the committee has formally established itself as a legal entity, the remaining grant items will be paid. Subject to a formal agreement incorporating deliverables and reporting back to the council.

7. **2022/23 Budgets** – it was agreed that a draft budget will be prepared based on an increase in the Clerk's contracted hours from 4 to 7 per week. It was agreed that the Lengthsman will be funded from reserves in the first year as a trial period. The Clerk will draft a letter from the Chairman for Malherbe Monthly explaining the reasons for the budget increase and the impact on the precept. The Finance and Staffing Committee will meet separately on the 17<sup>th</sup> January to consider the draft budget and revised staffing arrangements in detail. The Clerk will circulate a draft budget and amended job description in advance.
8. **Further information** – the Clerk advised that we have not received a response from Arriva regarding the bus damage to the fence. It was agreed that the Clerk will chase this up and, if a response had not been received in two weeks, Gavin Rees will be commissioned to repair the fence and the bill sent to Arriva.

**The meeting closed at 9.25pm**