

BOUGHTON MONCHELSEA PARISH COUNCIL

Minutes of the Parish Council Meeting held on 10th January 2012 In Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.30pm

Present:

Cllrs S. Munford (Chairman)
S. Witherington
L. Date
C. Bracking
S. Evans
W. Clarke
P. Herrin
J. Thompson
I. Ellis
M. Bray
N. White
J. Lewis
L. Oliver

Cllr Mike Fitzgerald
KCC Warden, Liz Lovatt
KCC Warden Supervisor, Janet Greenroyd
Parish Clerk

1. **Apologies:**
Apologies were received from Cllr Williams, Cllr David Burton, PCSO Richard Chainey.
2. **Notification of late items for inclusion on the agenda**
No late items
3. **Standing Order 61: To decide whether the public and press should be excluded from the meeting for any item.**
No exempt items
4. **Reports from Maidstone Police / PCSO and KCC Rural Community Warden**
PCSO Richard Chainey was not at the meeting but had provided crime figures to the clerk in advance, as follows :
November / December 2011 – ten crimes overall including two incidents of theft, four incidents of burglary, four incidents of criminal damage

Over the same period in 2010, 16 crimes were committed.

In his written report, PCSO Chainey urged residents to secure their properties as well as possible as burglaries tend to increase after the Christmas period as thieves seek out electrical items which are easy to sell on.

He further reported that a number of complaints had been received regarding motorbike nuisance in The Quarries and that residents should report this to the Police using the non-emergency 101 number.

KCC Warden, Liz Lovatt had provided a written report in advance of the meeting and this is summarised as follows :

- Burglaries : Please ensure properties and outbuildings are secure as there have been several burglaries recently in north ward
- Office of Fair Trading Scam : Scam involves consumers being told OFT can reclaim bank or other charges for them and that this service requires an upfront fee of £100 to £200 to be paid by money transfer
- Rogue traders : KCC's trading standards officers are warning that rogue traders are likely to take advantage of recent stormy weather by suggesting to home owners that repairs are necessary when they are not or to charge extortionate sums for minor repairs.
- BT phone boxes : Vandalism to phone boxes in Church Street and Heath Road has been reported.
- Pedestrians using Brishing Lane / Pested Bars Road : Several pedestrians have been advised to wear bright / reflective clothing when making their way along these routes at night
- Horse blankets have been stolen recently
- A cold caller has been reported knocking on doors in The Quarries and asking for bank details

Cllr Munford advised that the farmer at Parkwood Farm had spoken to all his farm workers recently regarding road safety on Brishing Lane.

Cllr Herrin commented that he had recently seen empty vodka bottles left in the hedges along Old Tree Lane. Liz Lovatt advised that she had noted this and was investigating accordingly.

Warden Supervisor, Janet Greenroyd introduced herself and spoke regarding the service provided by the KCC Wardens. On behalf of the Parish Council Cllr Munford thanked Liz Lovatt for all her hard work and noted what an asset she was to the parish.

5. **Open Quarter:**

No residents were present at the meeting.

6. **Declarations of Interests:**

Cllr Munford declared an interest in agenda items 13.7 and 14.5

Cllr Evans declared an interest in item 13.7

Cllr Bracking declared an interest in item 13.7

Cllr Lewis declared an interest in item 14.5

7. **Matters outstanding from minutes (1 November) not included in agenda:**

Item 7 Improvements to Church Street : It was agreed that this should be an agenda item for the next Parish Council meeting in March. **CLERK**

Item 7 Doctors surgery : Cllr Munford advised that he had made enquiries more centrally regarding the possibility of a doctors surgery being set up in Boughton Monchelsea but had not been able to make any progress

Item 7 Neighbourhood Watch : It was noted that Cllr Witherington had now handed over the role of Neighbourhood Watch rep to Cllr Williams

Item 16 Parish Council newsletter : Cllr Munford requested articles for future editions of the newsletter. Articles to be submitted to Cllr Thompson.

ALL COUNCILLORS

8. Minutes of the meeting held on 1 November 2011:

The minutes of the meeting held on 1 November 2011 were agreed as correct. Proposed by Cllr Thompson, seconded by Cllr Evans. Agreed by all Councillors.

9. Clerk's report

The contents of the clerk's report were noted.

Cllr Munford thanked those Councillors who had helped clear the parish hut recently.

It was noted that the completed consultation document regarding the Parish Services Scheme had been returned to MBC in November. Cllr Munford advised that a decision by MBC on the scheme had now been deferred until February.

It was noted that Cllrs Ellis and Evans had attended a meeting in December regarding methane monitoring at Furfield Park.

Cllr Munford thanked Cllr Fitzgerald for attending the Beresfords Hill footpath opening ceremony in December.

Cllr Munford advised that he would be attending a meeting of the St Peters Church Parochial Church Council on 19th January and would be reporting back to the Parish Council following this.

10. Finance Report:

Payments since last meeting (incl VAT) :

Clerk	Agenda printing	31.68
Steelway Fensecure	Fencing for Beresfords Hill footpath	17880.00
Black & Veatch	Parkwood Farm reservoir – preparation of emergency response plan plus re-tendering	4800.00
Audit Commission	2010/11 audit fee	660.00
RIP Cleaning Services	Dog bin emptying / October	43.20
Clerk	Clerk's salary and expenses	1637.96
L. Weller	Beresfords Hill footpath – erection of fencing	4900.00

Village hall committee	Hall hire	47.00
Royal British Legion	Donation	350.00
Clerk	Laptop repairs (50% of cost), gift for child opening footpath)	69.00
N. Tuck	Newsletter delivery	100.00
Clerk	Stamps for posted newsletters	51.84
RIP Cleaning Services	Dog bin emptying / November	43.20
Maidstone Citadel Band	Donation	275.00
L. Weller	Beresfords Hill footpath construction – final payment	1558.80
Black & Veatch Ltd	Professional fees and expenses – Parkwood Farm reservoir	780.00
EDF Energy	Electricity – parish hut	30.00

Receipts:

Allotment leaseholders	Allotment rent	133.50
Allotment leaseholders	Allotment rent	63.00

Balances as at 5 January 2012 :

Current Account	18789.56
Business Reserve	423.52
National Savings	277.21
Total Financial Assets	19490.29

It was noted by the clerk that an additional income of £6800 would be in the Parish Council's account shortly (£4800 from MBC as reimbursement of DEFRA grant monies and £2000 from KCC as member highway fund contribution towards the cost of Beresfords Hill footpath). It was proposed by Cllr Ellis, seconded by Cllr Date that the finance report should be accepted.

11. Correspondence:

11.1 MBC – Precept for 2012/13 : Cllr Ellis noted that of the 35 Maidstone Parish Councils, 23 have a precept higher than the Boughton Monchelsea precept of £29.52 a band D property. Cllr Ellis explained that a major part of the Parish Council's income each year comes from concurrent functions funding but that this has been cut by 30% this year. Cllr Ellis proposed that the Parish Council set the precept for 2012/13 at £40,672. For a band D property this represents £31.00 per year, an increase of 5% from last year's level of £29.52. Cllr Ellis's proposal was seconded by Cllr Oliver and agreed by all Councillors.

The Borough Council's precept form was signed by both Cllr Munford and the clerk. Clerk to return form to MBC.

CLERK

12. Planning Report:

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

MBC notified

MA/11/1806	<p>Wierton Place, Wierton Road, Boughton Monchelsea Applicant : Wierton Place Homes Ltd Listed building consent for a permanent memorial plaque DECISION : No objection / comment</p>	23/11/11
MA/11/1826	<p>17 Harling Close, Boughton Monchelsea Applicant : Mr Francis Single storey rear extension DECISION : No objection / comment</p>	23/11/11
MA/11/1891	<p>Chiefglen K9 dog training school, Brishing Lane, Boughton Monchelsea Applicant : Mr Waller Erection of a polytunnel for a dog training school DECISION : The Parish Council would like to comment as follows :</p> <p>The Parish Council is concerned that development is becoming intensified on this piece of land which is designated only for agricultural use. If the Borough Council are mindful to approve the application then the Parish Council would like to see temporary permission only given. The proposed structure is temporary therefore it would be reasonable to give temporary permission.</p>	23/11/11
MA/11/1866	<p>Renault / Hyundai Dealership, Bircholt Road, Maidstone Applicant : Motorline Holdings Change of use to provide an MOT station within existing building DECISION : No objection / comment</p>	23/11/11
MA/11/1937	<p>Albion Inn, Church Street, Boughton Monchelsea Applicant : Architecnique Architects Erection of two detached dwellings DECISION : Refuse on the following grounds :</p> <ol style="list-style-type: none"> 1. The development will create problems of overlooking with the consequential loss of amenity to adjoining properties contrary to Policy ENV2 of the Maidstone Borough-Wide Local Plan 2000. 2. An effort has been made to provide parking spaces for the public house however these are spatially and dimensionally inaccurate. The spaces shown on the drawings are not wide enough and there would also not be enough space for cars to get in and out. Section 10 of the application form states that there are currently no parking spaces however the existing layby provides space for approximately 9 cars. The application form is therefore inaccurate and misleading. 3. The existing bus stop is not shown on the drawings and the existing bus lay-by would no longer exist, meaning that buses would be forced to stop wholly on the road in extremely close proximity to the junction of Green Lane and Church Street. 	23/11/11

4. The Parish Council was successful some time ago in getting double yellow no-parking lines at the junction of Green Lane with Church Street to assist the bus turning at this junction. If pub customers and visitors to the new properties are forced to park their cars in the adjoining roads, this will be a further hazard and because enforcement of the no parking zone is difficult, will encourage parking on the yellow lines, to the detriment of the bus and other large vehicles using the junction.
5. The width of the driveways and garages to the proposed houses do not seem wide enough. The garages would therefore not be usable for the parking of cars.
6. The development is situated directly opposite a designated Conservation Area (The Green). The design and layout is not sympathetic to its location, contrary to Policy ENV13 of the Maidstone Borough-Wide Local Plan 2000. The Borough Council undertook a conservation area appraisal of The Green in 2008. This appraisal included a potential area of enlargement which would encompass the land this development is sited on. We have been informed that the extension to the conservation area is something that the Borough Council will be addressing in the Management Plan which is due to be produced in the near future.
7. The land to be used for the development is currently the pub garden and should be retained to provide a valuable open space and community amenity. The open space makes a practical and aesthetic contribution to the amenities of the village and its loss would be contrary Policy ENV22 of the Maidstone Borough-Wide Local Plan 2000.
8. The application form states that there are no trees on 'the application site'. There are trees on the site and therefore the form is inaccurate and misleading.

MA/11/1938

Albion Inn, Church Street, Boughton Monchelsea

23/11/11

Applicant : Architecnique Architects

Erection of a detached two bedroom house

DECISION : Refuse on the following grounds :

- 1.The development will create problems of overlooking with the consequential loss of amenity to adjoining properties contrary to Policy ENV2 of the Maidstone Borough-Wide Local Plan 2000.
- 2.The space shown on the drawing for a vehicle to park off-road in front of the property is questionable. Visibility for a vehicle to reverse out on to the road would also be limited. It would

therefore be hazardous to reverse out on to Church Street in such close proximity to the junction.

3. The development is situated in close proximity to a designated Conservation Area (The Green). The design and layout is not sympathetic to its location, contrary to Policy ENV13 of the Maidstone Borough-Wide Local Plan 2000. The Borough Council undertook a conservation area appraisal of The Green in 2008. This appraisal included a potential area of enlargement which would encompass the land this development is sited on. We have been informed that the extension to the conservation area is something that the Borough Council will be addressing in the Management Plan which is due to be produced in the near future.
4. The land to be used for the development is currently the pub garden and should be retained to provide a valuable open space and community amenity. The open space makes a practical and aesthetic contribution to the amenities of the village and its loss would be contrary Policy ENV22 of the Maidstone Borough-Wide Local Plan 2000.
5. Section 15 of the application form states that there are no trees on 'the application site'. There are trees on the site and therefore the form is inaccurate and misleading.

MA/11/1932	Former Whatman Site, Parkwood Industrial Estate, Bircholt Road, Maidstone Applicant : Royal Mail Group Advertisement consent for the installation of 1 no non illuminated fascia sign DECISION : No objection / comment	20/12/11
MA/11/1505	Land to the south of Coombe Bank, The Piggery, Old Tree Lane, Boughton Monchelsea Applicant : Miss Judge Retention of replacement stable building, retention of 2 no pig sty buildings and formation of new areas of hardstanding DECISION : No objection / comment	20/12/11
MA/11/2062	Former Leonard Gould Works, Pickering Street, Maidstone Applicant : Bellway Homes Erection of 6 dwellings DECISION : No objection / comment	20/12/11
MA/11/1995	Land to the east of Beresford Cottage, The Quarries, Boughton Monchelsea Applicant : Miss Judge	20/12/11

Single storey rear extensions

DECISION : The Parish Council request that the application is referred to the conservation officer due to its close proximity to 'The Quarries' conservation area.

MA/11/2132 Freedoms Hall, Gandys Lane, Boughton Monchelsea --
Applicant : Mr Lintern

Erection of two storey rear extension

DECISION : Not yet decided

MA/11/1933 Wierton Hill Farm, Wierton Hill, Boughton Monchelsea --
Applicant : Mr Thirkell

Construction of detached steel frame agricultural building with solar panel roof over

DECISION : Not yet decided

The following applications have been APPROVED by MBC :

- MA/11/1285 Unit 15, Wren Industrial Estate, Coldred Road, Maidstone
Change of use to motorcycle repairs / servicing (class B2) and installation of a motorcycle MOT testing bay
- MA/11/1540 Former Whatman Site, Parkwood Industrial Estate, Bircholt Road, Maidstone
Demolition of existing buildings and construction of a new Royal Mail Delivery Office (class B8 use) together with construction of a new footpath along part of the existing access road from Bircholt Road
- MA/11/1729 Equilibrium, Bircholt Road, Maidstone
Advertisement consent for the installation of non illuminated advertisement hoarding
- MA/11/1730 1-25 Equilibrium Business Park, Bircholt Road, Maidstone
Advertisement consent for the installation of 25 no non illuminated fascia signs and 3 no non illuminated directional signs
- MA/11/1805 Wierton Place, Wierton Road, Boughton Monchelsea
Advertisement consent for a memorial plaque upon internal gateway
- MA/11/1806 Wierton Place, Wierton Road, Boughton Monchelsea
Listed building consent for a permanent memorial plaque
- MA/11/1843 Land to the east of Beresford Cottage, The Quarries, Boughton Monchelsea
Application for a non-material amendment following a grant of planning permission MA/10/2021
- MA/11/1826 17 Harling Close, Boughton Monchelsea
Single storey rear extension
- MA/11/1866 Renault / Hyundai Dealership, Bircholt Road, Maidstone
Change of use to provide an MOT station within existing building

The following applications had been REFUSED by MBC:

None

The following application(s) have been notified as WITHDRAWN

None

The following APPEALS have been notified:

None

The following APPEAL DECISION(S) have been notified :

None

The following APPEALS have been notified as WITHDRAWN:

None

Cllr Bray spoke regarding 'The Orchards' planning application and advised that the MBC case officer was recommending the application be approved.

Cllr Munford advised that the decision regarding the Church Hill gypsy site appeals had yet to be made.

13. Representatives' Reports:

13.1 KALC: Cllr Ellis had nothing further to report.

13.2 Allotments: Cllr Bracking advised that the allotment society had held a Christmas carols around the bonfire event up at the allotments and that thirty people had attended.

13.3 Village Hall & Recreation Ground: Cllr Bray advised that a fundraising quiz would be held in the village hall in February to raise funds for repairs to the village hall.

Cllr Munford advised that the jubilee celebrations group were considering putting on a fun fair on the recreation ground in June and that he would be meeting with a representative of the village hall and recreation ground committee on 12th January to discuss this.

13.4 Neighbourhood Watch: Cllr Williams was not at the meeting.

13.5 PACT : Cllr Oliver advised that there had been no recent meeting of the PACT group.

13.6 Bus group : Cllr Fitzgerald advised that the next bus group meeting would be held on 16th January at 10am. Cllr White advised that he would be unable to attend. If possible, Cllr Thompson to attend instead. **CLLR THOMPSON**

13.7 Queen's Diamond Jubilee Celebrations : Cllr Munford noted that about 14 people had attended the initial meeting of the group and that a plan had been formulated for the celebrations including a disco, best decorated house competition, garden safari and fun fair on the recreation ground. Cllr Munford explained that he hoped this would all be self-financed by fundraising quizzes, auction of promises etc but noted that the group would need a loan from the Parish Council to pay for upfront expenses such as PA system, St John's Ambulance attendance etc. Cllr Ellis proposed that the Parish Council give a loan of £1000 to the Jubilee Celebrations

Group. Seconded by Cllr Oliver and agreed by Councillors. As members of the Jubilee Group, Cllrs Munford, Bray and Evans abstained from voting.

14. **Items for Discussion:**

- 14.1 Parkwood Farm reservoir scheme : Cllr Munford explained that only two tenders had been received back for the works and this was most likely due to the fact that the project includes an element of design work which many contractors would not be willing to undertake. Cllr Munford confirmed that the tendering process had been carried out in accordance with the rules of both MBC and the Parish Council. Cllr Munford proposed that the Parish Council proceed based on the two tenders that had been received. Seconded by Cllr Clarke, agreed by all members.

CLLR HERRIN / CLERK

Cllr Herrin noted that the project would need to be notified under CDM regulations and that there would be an additional charge from Black & Veatch of between £2000 and £3000 for this.

Cllr Munford stated that the Army would be carrying out the earthworks part of the project and this would save the Parish Council in the region of £15,000 in costs.

It was noted that planning consent for the works had now been awarded but that MBC required a watching archaeologist and an arboricultural assessment.

Cllr Munford thanked Cllr Herrin on behalf of the Parish Council for all his hard work in bringing the project to fruition.

- 14.2 Localism Bill, Parish Assets :

Cllr Ellis spoke regarding the Borough Council's strategic core plan and noted that the Parish Council would need to produce a Neighbourhood Plan to link in with this. Cllr Ellis advised that he had spoken to a local planning specialist, Mr McReary, who would be pleased to assist the Parish Council free of charge in finding a suitable planning consultant. Cllr Ellis proposed that the Parish Council ask Mr McReary to produce a list of potential consultants to go out to with terms of reference such that quotes could be obtained for the preparation of a Neighbourhood Plan. Seconded by Cllr Munford, agreed by all members.

CLLR ELLIS

Cllr Munford stated that the Localism Bill allowed for communities to buy assets within their parishes by giving them a period of six months to acquire the funds to buy the asset before it goes on the open market. Cllr Munford suggested that the Parish Council start preparing a 'parish asset' list. Cllr Lewis agreed to take the lead with this, assisted by Cllrs Clarke and Date. Cllr Munford noted that any such list would need to be lodged with and approved by the Borough Council.

CLLR LEWIS

- 14.3 Parish Council newsletter : It was agreed that this item should be deferred until the next meeting.

- 14.4 Community Plan outcomes : It was agreed that the outcomes from the Community Plan should be published on the Parish Council website. Clerk to update spreadsheet and forward to Cllr Witherington. **CLERK / CLLR WITHERINGTON**

- 14.5 Dog training school : It was noted that there had been an alleged problem with dogs barking late at night but that this now seemed to be resolved. Cllr Munford reminded members that residents with complaints of this nature should be encouraged to report the situation directly to the authority with the power to action the complaint, in this case MBC Environmental Health department.
- 14.6 Green Lane / Brishing Lane / Heath Road junction improvements : Correspondence had been received from a residents regarding road safety at this junction. It was noted that since there were no significant accident statistics relating to this location then there would be little chance of achieving funding from Kent Highways for any junction improvements. It was agreed however that a letter should be written to Kent Highways stating how dangerous the junction is and requesting action. Proposed by Cllr Clarke, seconded by Cllr Bray, agreed by all members. Letter to be copied to Cllr Fitzgerald. **CLERK**
- 14.7 Improvements to verges in Church Hill : It was noted that the verges in Church Hill adjacent to the primary school were in a very poor and muddy condition and that as a result, pedestrian safety was being compromised, particularly children getting to and from the primary school. It was agreed that requests should be made to Cllr Eric Hotson and Cllr Mike Fitzgerald, asking for funding towards verge improvement works. Agreed by all members. **CLERK**
- 14.8 Awards : Cllr Munford proposed that the Parish Council start a 'Parishioner of the Year Award' with a 'roll of honour' posted on the Parish Council website and perhaps a plaque in the village hall. The concept of this was agreed by members and it was suggested that this be put on the agenda for the next meeting. First award to be made at the Annual Parish Meeting later in the year. **CLERK**
- 14.9 Allowances for Parish Councillors : It was noted that Borough Councillors are paid an annual salary and that Parish Councillors too are allowed to claim a salary of up to £670 each per year. It was noted that in the past, Parish Councillors had made the decision not to accept this payment. It was proposed by Cllr Ellis that no such payments should be made to members. Seconded by Cllr Lewis. Agreed by all members. It was proposed by Cllr Herrin that Councillors should be able to claim mileage payments. Seconded by Cllr Thompson and agreed by all members. It was noted that the current mileage rate was 45 pence per mile.

15. Deferred items schedule :

- 15.1 It was noted that no decision had yet been made on the Wierton Place planning applications.
- 15.2 It was agreed that annual meetings would be required with the relevant parties to discuss methane issues relating to Furfield Quarry. Clerk to note this on deferred items schedule. **CLERK**

16. Any Other Business :

16.1 Cllr Munford thanked those Councillors who had taken part in recent speedwatch checks.

16.2 Cllr Witherington spoke regarding a resident living in Firmin Avenue who had allegedly cut down tree growth adjacent to his property but on the Boughton Court open space. Clerk to report to MBC and Taylor Wimpey. **CLERK**

16.3 Cllr Ellis questioned whether a legal agreement should be set up with the landowner of Parkwood Farm. Long term access would be required to the land for maintenance and monitoring of flood relief equipment. Initial contact to be made with farmer regarding this. **CLLR MUNFORD / CLLR HERRIN**

17. Date of Next Meeting:

The next meeting will be held on Wednesday 7th March 2012 in the main hall of the village hall. There being no further business, the meeting was closed at 9.55pm.

MINUTE 15 (Parish Council meeting 10 January 2012)

SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 10 January 2012
11.3.03	Wierton Place	Victorian Greenhouses – conservation	MBC set up liaison group with owner’s agent & architect. Considering enabling development. Meeting requested with MBC’s Conservation Officer. Clerk to complain to CE MBC about lack of action and commitment to preserve these listed buildings (4.7.06). Response discussed mtg 5.9.06. Update report received from MBC (6.3.07). Clerk to write to MBC requesting that this is added to the enforcement action report. (7/7/09). E-mail sent to MBC (Denise Roy) on 22/8 requesting that this case is added to the report and requesting information on its status (1/9/09). Requested update on this case 4/4/11 however planning application MA/11/0511 received 14/4/11 incorporating proposal to convert greenhouse into houses. MA/11/1511 remains undecided by MBC (5/7/11, 6/9/11, 1/11/11, 10/1/12)
16.1.07	Furfield Quarry	Methane monitoring	Update reports obtained & passed to Cllr Fuller / meeting of Custodian Trustees. Need to write to planning authority asking whether methane is being monitored (4.3.08, 6.5.08, 15.7.08). Up to date report received. Ensure reports requested annually (2.9.08). Clerk to request latest report (6/7/11, 6/9/11). Latest report requested. Page & Wells to set up meeting with relevant parties to discuss (1/11/11). Meeting took place 9/12/11. Next meeting due December 2012.