

BOUGHTON MONCHELSEA PARISH COUNCIL

Minutes of the Parish Council Meeting held on 3rd July 2012 In Boughton Monchelsea Village Hall pursuant to notice, commencing at 7.30pm

Present:

Cllrs S. Munford (Chairman)
C. Bracking
S. Evans
I. Ellis
K. Williams
J. Thompson
J. Gershon
W. Brown
M. Bray
W. Clarke

Parish Clerk
PCSO Matt Thomas
KCC Warden, Liz Lovatt
KM Correspondent
4 no. residents

- 1. Apologies:**
Apologies were received from Cllr Herrin, Cllr Lewis, Cllr Smith, Cllr Date and Borough Cllr Daniel Moriarty.
- 2. Notification of late items for inclusion on the agenda**
None
- 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 Matt Thomas had provided crime figures to the clerk in advance, as follows :
27th April 2012 to 27th June 2012 – thirteen crimes overall including one burglary, four incidents of theft, two incidents of criminal damage to property, five incidents of assault and one incident of harassment.

Over the same period in 2011, 16 crimes were committed.

KCC Warden, Liz Lovatt provided a written report prior to the meeting and this is summarised as follows :

- There have been two occasions in recent months where horses have been illegally tethered on land at Furfield Quarry.
- Two deer were shot recently in the grounds of Boughton Monchelsea Place. They have since been put down as a result of their injuries. Anything

suspicious happening in the area should be reported to Kent Police using the 101 phone number

- A resident in the Maidstone area has recently had a very poor quality driveway laid. Residents should ensure they obtain written quotations with company details and a detailed description of agreed work
- A vulnerable resident in Boughton Monchelsea had poor quality work carried out on her roof. By intervening, Liz was able to prevent money changing hands and the matter was pursued by Trading Standards
- Liz had spoken to a company cold calling in Church Street who said that they connected their pressure washing equipment to residents hose pipes. There is currently a hose pipe ban however which would make the homeowner liable to be prosecuted by South East Water. Trading Standards have spoken to the company concerned

5. **Open Quarter:**

A resident living in Joywood on the Boughton Court estate spoke regarding the landscaping strip at the rear of his property. It was noted that this strip of land is currently owned by the developer, Taylor Wimpey, but is likely to be transferred over to Boughton Monchelsea Amenity Trust in the near future.

The resident explained that he had written to his neighbours to let them know he would be attending the Parish Council meeting and inviting them to attend too. He expressed concern regarding the height of trees growing on this piece of land and stated that many gardens were now in the shade and that tree roots could cause problems in the future. He added that the recent maintenance to the area had allowed easier access for youths to congregate, causing an increase in anti social behaviour.

Cllr Munford explained that the plan was for the landscaping strip to be transferred into the ownership of Boughton Monchelsea Amenity Trust, with the balancing pond retained by Taylor Wimpey and the Boughton Court play area transferred to Maidstone Borough Council. Cllr Munford added that no anti-social behaviour had been reported to the Police but that the Parish Council had requested the area be patrolled over the summer months. He advised residents to report any further instances of anti social behaviour to the Police using the non-emergency 101 number.

With reference to the maintenance work carried out recently, Cllr Munford explained that Taylor Wimpey had needed to clear vegetation from the backs of the garden fences and therefore had to take an excavator into the area to facilitate this.

Cllr Munford stated that prior to the site being allocated for housing over a decade ago it was agreed that the whole development would be screened, using trees, from the open land to the south. He explained that when the land is transferred over to the Amenity Trust, trustees will look at reducing the height of the trees but they must remain in place for screening. In addition, he stated that before the Amenity Trust takes on the land, checks will be made to ensure that the trees are the recommended minimum distance from residential properties. **CLERK**

Cllr Ellis stated that once the Amenity Trust have taken over the land, trustees will arrange a meeting with residents to discuss future maintenance of the strip.

Mr Chris Ross, treasurer of the jubilee committee, stated that the total cost of the jubilee celebrations had been £2817. He added that takings had been £4393, giving a profit of £1576. It was noted that the Parish Council had awarded a loan to the jubilee committee at the January 2012 Parish Council meeting, of £1000 (ref minute 13.7 10/1/12). This had been held by the Parish Council and £615.05 of the loan had been spent (on jubilee mugs, coins for the children attending the street party and rosettes for the dog show). Mr Ross stated that the intention now was for an annual fair to be held, meaning the jubilee committee now becomes the annual fair committee. Cllr Ellis proposed that the £615 already spent by the Parish Council be given, rather than loaned, so that the full profit of £1576 can be retained by the committee for expenditure on future annual fairs. Seconded by Cllr Thompson, agreed by all members. Cllr Ellis thanked all the members of the jubilee committee for their hard work in organising such enjoyable and successful jubilee events.

6. Declarations of Interests:

No interests were declared

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

Item 9 Albion Inn : It was noted that the advertising signs had now been removed by the new landlord

Item 16.4 Conservation areas : Cllr Munford stated that he had been informed by an MBC cabinet member that all work on conservation area appraisals had been stopped due to lack of funding but that this would be reviewed in the future. Cllr Gershon stated that he believed MBC had a duty to consider conservation areas and it was agreed that Cllrs Gershon and Munford would arrange to meet with MBC to pursue this further. It was also noted that the Neighbourhood Plan could put in place conservation areas.

CLLR GERSHON / CLLR MUNFORD

Item 16.4 Conservation areas : Cllr Munford stated that he would pursue with MBC the issue of unsightly areas adjacent to the Cock Street conservation area.

CLLR MUNFORD

Item 16.5 Renovation of finger post at Gandys Lane / Green Lane junction : Cllr Bray advised that he was dealing with this

CLLR BRAY

8. Minutes of the meeting held on 15 May 2012:

The minutes of the meeting held on 15 May 2012 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.

Item 13.3 It was noted that, as requested, MBC had provided figures to the Parish Council on the total number and occupancy of gypsy sites within the parish of Boughton Monchelsea and adjacent parishes. Cllr Gershon stated that he thought

the figures supplied were incorrect and agreed to e-mail Cllr Munford further details regarding this.

CLLR GERSHON / CLLR MUNFORD

10. Finance Report:

Payments since last meeting (incl VAT) :

K. Williams	'Parishioner of the year' gift (silver frame and engraving)	61.25
KCS	Ring binder	0.55
RIP Cleaning Services	Dog bin emptying / April	43.20
Rheidol Rosettes	Jubilee dog show – prize rosettes	149.04
N. Tuck	Newsletter delivery	100.00
Wessex Archaeology	Parkwood Farm reservoir – archaeological watching brief and reporting	960.00
Clerk	Salary and expenses	1673.11
Running Imp	Jubilee coins	104.34
Steadline Ltd	Parkwood Farm reservoir works (reimbursable from DEFRA grant money)	34,590.92
Village hall committee	Hall hire	67.75
RIP Cleaning Services	Dog bin emptying / May	54.00
Kent County Council	Newsletter printing	283.20
Gill Turner Tucker	Preparation of wayleave agreement	448.00

Receipts:

Maidstone Borough Council	Reimbursement of DEFRA grant money	6600.00
Various	Allotment rent , jubilee competition entries (best dressed house)	69.50
Maidstone Borough Council	Reimbursement of DEFRA grant money	34,590.92

Balances as at 29th June 2012 :

Current Account	49194.93
Business Reserve	423.67
National Savings	277.21
Total Financial Assets	49895.81

Cllr Ellis proposed that the above financial statement be accepted. Seconded by Cllr Williams, agreed by all members.

11. Correspondence:

11.1 MBC – Parish Services Scheme : Cllr Ellis proposed that the Parish Council allow KALC to continue to represent the Parish Council in negotiations regarding the Parish Services Scheme. Seconded by Cllr Munford. Agreed by all members.

Cllr Munford requested that the clerk produce a list of the concurrent functions in the parish so that if anything is being done in the town centre that is not being done in the parishes it can be included on the list. **CLERK**

11.2 MBC and KALC – New Code of Conduct for Parish Councils : It was noted that the Parish Council was free to produce its own code of conduct or adopt models presented by either MBC or KALC. Cllr Munford proposed that the Kent (MBC) code of conduct be adopted. Seconded by Cllr Ellis. A vote was taken and the proposal was agreed by a majority of nine members with one abstention. Clerk to circulate new code to all members. Notification of disclosable pecuniary interests forms to be completed by all Councillors and returned to the clerk. **CLERK**

It was noted that the adoption of a new code of conduct must be publicised and that copies of members interests forms would also need to be displayed on both the MBC and Parish Council websites. Clerk to forward electronic copies of forms to Cllr Thompson for uploading to website. **CLERK / CLLR THOMPSON**

11.3 KALC – DCLG Consultation, Funding arrangements for Localising Support for Council Tax : It was agreed that there was nothing further to add and that the Parish Council should send the same response as KALC to the consultation. Proposed by Cllr Gershon, seconded by Cllr Thompson. Agreed by all members. **CLERK**

12. **Planning Report:**

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

		MBC notified
MA/12/0675	The Builders Yard, Heath Road, Boughton Monchelsea Retrospective planning application for change of use of Units 7 and 8A to class B2 use (recording / rehearsal studio) DECISION : No objection / comment	--
MA/12/0845	57 Church Street, Boughton Monchelsea Erection of a two storey rear extension DECISION : No objection / comment	28/6/12
MA/12/0950	17 Lockham Farm Avenue, Boughton Monchelsea Erection of a single storey rear extension DECISION : No objection / comment	28/6/12
MA/12/0962	Amber Green Cottage, Back Lane, Boughton Monchelsea Erection of agricultural store for machinery and implements DECISION : No objection but the Parish Council requests that conditions be imposed requiring more appropriate finishes to be used with a colour scheme more suitable for the rural environment	28/6/12
MA/12/0987	Land to rear of Kent Police Training School, off St Saviours Road, Maidstone Outline application for residential development for up to 90 dwellings with associated development with all matters	28/6/12

reserved for future consideration

DECISION : No objection but the Parish Council requests that a condition be imposed preventing access to and from Pested Bars Road

- MA/11/1938 Albion Inn, Church Street, Boughton Monchelsea --
Erection of a detached two bedroom house (AMENDED / ADDITIONAL DETAILS ONLY)
DECISION : No further comments

The following applications have been APPROVED by MBC :

- MA/11/1352 Wierton Hall Farm, East Hall Hill, Boughton Monchelsea
Retrospective application for the change of use of existing farm yard and buildings to be used for storage and maintenance of agricultural vehicles and machinery in connection with a forestry business
- MA/12/0150 Cherry-Tree Park, Church Hill, Boughton Monchelsea
Retain extension of internal access road and parking spaces together with additional surfacing and landscaping
- MA/12/0336 The Mulberry Tree, Hermitage Lane, Boughton Monchelsea
Change of use and conversion of outbuilding to provide four en-suite guest rooms with elevation change and new roof and construction of overflow car park
- MA/12/0339 Land to the south of Coombe Bank, The Piggery, Old Tree Lane, Boughton Monchelsea
An application to discharge conditions relating to MA/11/1505 (retention of replacement stable building, retention of 2 no pig sty buildings and formation of new areas of hardstanding)
- MA/12/0363 9 Cock Cottages, Green Lane, Boughton Monchelsea
Erection of a single storey front extension
- MA/12/0437 Cliff House, Cliff Hill, Boughton Monchelsea
Erection of a detached double garage
- MA/12/0675 The Builders Yard, Heath Road, Boughton Monchelsea
Retrospective planning application for change of use of units 7 and 8A to class B2 use (recording / rehearsal studio)

The following applications had been REFUSED by MBC:

None

The following application(s) have been notified as WITHDRAWN

- MA/11/1937 Albion Inn, Church Street, Boughton Monchelsea
Erection of two detached dwellings

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

13. Representatives' Reports:

13.1 KALC: Covered in items 11.1, 11.2 and 11.3 above

13.2 Allotments : Cllr Bracking had nothing to report

13.3 Village Hall & Recreation Ground: It was noted that the Linton Road section 106 money (£1630.57) had been put towards the recently installed safety surfacing around the roundabout in the Church Street play area.

In his capacity as Borough Councillor, Cllr Munford confirmed that he had agreed with Borough Cllr Moriarty that one third of the £33,000 'Furfield Park' section 106 money (i.e. approximately £11,000) was to be allocated to the Church Street play area. The clerk explained that she had obtained a quote for installation of new equipment to the play area and that further quotes would be obtained prior to any decision being made on what to install. Cllr Ellis suggested that it might be prudent to put the money in trust for future maintenance and renewal of the existing play equipment. He added that in future this type of cost would not be covered by concurrent functions and that it would fall on Parish Councils to maintain play equipment from their own funds. He did highlight however that the recreation ground committee had approximately £30,000 set aside for this purpose. Cllr Williams suggested that money should also be spent on providing play equipment in the north ward of the parish. Cllr Munford proposed that the £11,000 be used to renovate or replace existing items of play equipment in the Church Street play area rather than install additional items. A vote was taken with 6 members for, 3 against and 1 abstention. The proposal was therefore agreed by a majority of members.

Cllr Thompson suggested that half of the remaining £22,000 of Cllr Moriarty's section 106 money be used on the Boughton Court play area rather than the full amount being used to fund play equipment in Parkwood. Cllr Munford proposed writing to Cllr Moriarty requesting this and stating that the Parish Council would also like to meet with him to discuss the provision of a new play area for the Furfield Park and Woodlands developments. Agreed by all members. **CLERK**

Mr Chris Ross, village hall committee member, spoke to Councillors regarding the need for urgent repairs to the village hall roof. He stated that the whole of the flat roof (except over the toilet block) needs to be recovered and that this will cost up to £17,500 plus VAT. He added that the village hall committee can afford to pay a proportion of this but requested that the Parish Council consider giving a grant of £10,000 so that the works can be carried out. Members discussed the request and it was agreed that the Parish Council would give a match funded grant of up to £10,000 for the work. It was also agreed that the village hall committee should be asked to obtain three quotes for the work prior to going ahead. In addition, it was agreed that the companies quoting should be asked to also quote separately for improving the thermal insulation to the building by use of appropriate roofing materials. Clerk to write to village hall committee accordingly. **CLERK**

13.4 Neighbourhood Watch: Cllr Williams had nothing to report

13.5 PACT : Cllr Date had nothing to report

13.6 Bus group : It was noted that the next bus group meeting would be taking place on 16th July. Cllr Bracking agreed to attend. **CLLR BRACKING**

14. Items for Discussion:

14.1 Parkwood Farm reservoir scheme : It was noted that the works were now complete and that a site meeting would be taking place on 10th July at 2pm for Black & Veatch to check that everything has been completed to their satisfaction and for the Parish Council to be given a briefing on how the new works will operate. All members were invited to attend this meeting.

It was noted that the total scheme cost to the Parish Council over and above the DEFRA grant money would be in the region of £25,000

14.2 Neighbourhood Plan : Cllr Evans stated that a meeting had taken place with Paul McCreery from PMC Planning on 31st May and that the Parish Council had also written to MBC asking for the designation of the whole parish as a neighbourhood area. Cllr Evans added that a meeting had also been arranged with MBC for 20th July.

14.3 Improvements to Church Street : Cllr Evans advised that a meeting had taken place on 30th June with six residents in attendance. She explained that issues identified were speeding traffic, narrow footpaths and eyesores such as the pub and the advertising on the BT phone box. It was agreed that the clerk should write to BT asking that the advertising signs on the phone box be permanently removed.

CLERK

Cllr Williams advised that KCC had recently agreed to a county wide £6 million budget for highway surfacing work. This money would be available to all 84 KCC members. It was agreed that contact should be made with Cllr Hotson regarding this.

CLERK

14.4 Boughton Court landscaping strip – land transfer : Covered in item 5. above

14.5 Can we work smarter with PC meetings? : Cllr Thompson spoke regarding the general order of events etc at Parish Council meetings and suggested that important items are often well down the agenda and are being discussed at a late hour when members are tired and adequate time is perhaps not available for discussion. It was agreed that, where practical, written reports should be included in the agenda papers so that issues can be read about and researched by members prior to the meeting. This would be particularly appropriate for agenda item 13 Representatives reports. All reps to provide written reports to the clerk in advance of each Parish Council meeting, where practical. **ALL CLLRS / CLERK**

Cllr Gershon suggested that whenever sub-committees were formed to deal with specific issues then a clear, written brief should be provided from the start.

15. Deferred items schedule :

It was noted that following the meeting with MBC in December, the clerk should remind MBC of their agreement to provide further financial information regarding Furfield Quarry.

CLERK

16. Any Other Business :

16.1 Cllr Bracking advised of overgrown footpaths in Atkins Hill. Clerk to investigate. Clerk to copy KCC footpath cutting schedule to Cllr Bracking for information.

CLERK

16.2 Cllr Evans advised of overgrown grass verges in Wierton Hill and Wierton Road. Clerk to report to Kent Highways.

CLERK

16.3 Cllr Thompson advised that the next newsletter would be printed prior to the next Parish Council meeting and that any items should be forwarded to her for inclusion. In addition, she stated that since Councillors were all newly elected it would be appropriate to include short pieces on each member in the next newsletter.

ALL CLLRS

17. Date of Next Meeting:

The next meeting will be held on Tuesday 4th September 2012 in the main hall of the village hall. There being no further business, the meeting was closed at 10.50pm.

MINUTE 15 (Parish Council meeting 3 July 2012)

SCHEDULE OF DEFERRED ITEMS CARRIED FORWARD FROM PARISH COUNCIL MEETINGS:

BMPC DATE :	ITEM:	ACTION:	POSITION AS OF PARISH COUNCIL MEETING 7 March 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, 7/3/12, 3/7/12)
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. Clerk to request financial information from MBC (3/7/12)
7/3/12	Brishing Lane	Speed limit	It was noted at the PC meeting on 7/3/12 that a 20mph zone pilot scheme was currently in operation in Maidstone but that this pilot would be ongoing for the next 18 months. It was therefore agreed to put this item on the deferred items schedule to be reviewed again from September 2013.