

BOUGHTON MONCHELSEA PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7pm on 4th November 2025 in Boughton Monchelsea village hall, pursuant to notice.

Present:

Cllrs J. Green (Chairman)
R. Martin
C. Jessel
A. Humphryes
D. Redfearn
L. Date
A. Dawes
E. Steyl
D. Smith
T. Oladimeji
J. Robertson
R. Edmans

Parish Clerk

10 members of the public

1. **Apologies:** Apologies were received from KCC Councillors Brian Black and Linden Kemkaran and PC Harry Greenfield

It was agreed to bring forward item 7

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

Members of the planning committee declared an interest in item 16.2 Padel tennis centre. Cllr Green stated that members of the planning committee would not be able to comment on the proposal at the meeting and noted that the application would be considered at the Parish Council planning meeting on 11th November.

As residents of The Quarries, Cllrs Redfearn, Edmans and Robertson declared an interest in item 16.1 Parkwood Farm reservoir.

As trustees of the village hall committee, Cllrs Humphryes, Smith and Steyl declared an interest in item 15.1 Village hall roofing work.

2. **Open quarter**

Luke Collett stated that preparations for the village pantomime are going well and a performance date will soon be confirmed.

Concern was expressed at the volume and speed of traffic on Heath Road. It was also noted that residents are experiencing vibration in their homes from passing HGV's. It was suggested that speed checks should be carried out in the late evening when the speed of traffic appears to be higher. It was noted that the Police do not allow Speedwatch to operate in the dark however it was agreed that the

Police should be asked to carry out their own night time enforcement. Clerk to request this via PC Harry Greenfield. Cllr Date stated that the Police have been carrying out regular speed checks in response to the number of vehicles found speeding by the Boughton Monchelsea Speedwatch team. **CLERK**

Concern was also expressed regarding HGVs using Brishing Lane, causing severe congestion. Cllr Green stated that the Parish Council are aware of the problems and will be meeting with KCC next week to discuss various highway issues.

It was agreed to bring forward item 16.2 Proposed padel tennis centre

16.2 Padel tennis centre :

A presentation was given by the owners of the site on the proposed padel tennis centre. Councillors and members of the public were given the opportunity to ask questions. It was again noted that the Parish Council will be considering the application at its next planning meeting on 11th November.

3. Filming of meetings : Request for notification of whether any person intends to film, photograph or record any item

No intention to film the meeting was expressed.

4. To decide whether the public and press should be excluded from the meeting for any item.

No excluded items.

5. Reports from Police

The clerk had compiled the crime figures from the e-watch.co website. During September and October the following crimes were reported :

- South ward – 3 crimes (BMAT gates stolen, house window smashed, vehicle stolen)
- North ward – no reported crimes
- Langley Park ward – no reported crimes
- Joywood ward – 1 crime (shed break-in and theft)

It was noted that further crime information is available on the Kent Police website.

6. County and Borough Councillor updates

Cllr Black was not present at the meeting.

Cllr Dawes gave an update to members including information on the Local Government Review, Local Plan, Highways and Infrastructure, Plough Wents junction, air quality, strategic CIL funding, nature recovery and climate action funds, flood risk mitigation, rural business funding, automated passenger services permitting schemes, Police / Community Voice updates, Maidstone town centre update, community protection team and reporting issues (potholes, crime and anti-social behaviour).

A copy of Cllr Dawes' report is available on the Parish Council website ('Communication' tab) and has been circulated via the e-mail circle.

7. Declarations of Interest in Items on the Agenda / Declaration of Changes to the Register of Interests / Requests for Dispensation:

Covered above.

8. Matters outstanding from minutes (2nd September 2025) not included in agenda:

Litter : Cllr Jessel has made contact with the primary school regarding litter.

Emergency response plan : Due to the recent resignation of Cllr Sutton, Cllr Date kindly agreed to take forward the production of an emergency response plan for the parish. Clerk to forward copy of Chart Sutton's plan to Cllr Date, as a starting point.

CLERK / CLLR DATE

Parkwood Farm reservoir : Cllr Edmans to purchase and install 'donut', if required, to keep blue / green algae away from the sluice gate.

CLLR EDMANS

KALC local government reorganisation survey : Cllr Smith had completed this on behalf of the Parish Council.

Potential extension of Green Lane footpath : Discussions with landowner are ongoing. Steven Waring is providing an initial quote for the work, including fencing

CLLR SMITH

Goat sanctuary : Cllr Jessel has spoken to the goat sanctuary. They would like to be considered for a grant from the Parish Council when grants are next considered in 2026.

NHP review : Cllr Smith advised that NHP consultant, Anna Cronin has provided a quote of £3,150 for carrying out a review of the NHP. Following discussion, Cllr Smith proposed that the Parish Council accept this quote. Seconded by Cllr Green and agreed by all members.

CLLR SMITH

Highways : It was noted that the next meeting with KCC Highways will take place on 13th November at 1pm. Cllrs Green, Dawes, Steyl and Martin will attend, with the clerk.

CLLRS GREEN / DAWES / STEYL / MARTIN

MBC community governance review : The clerk advised that she had submitted the Parish Council's response.

Speedwatch : Cllr Date confirmed that he had purchased bodycam equipment for use by the Speedwatch team.

Woodland adventure walk : Cllr Green advised that, due to antisocial behaviour and recent call outs to the Police and Fire service, Loose Swiss Scouts had unfortunately changed their mind regarding having the woodland adventure walk located on their land.

Tree inspections : It was noted that Cllrs Martin and Redfearn had carried out tree inspections on BMAT land, identifying a number of trees requiring inspection by a tree surgeon and tree surgery work, as required. Cllr Martin to meet with tree surgeon on site.

CLLR MARTIN

9. Minutes of the meeting held on 2nd September 2025 :

Cllr Green proposed that the minutes of the Parish Council meeting held on 2nd September 2025 be approved as correct. Seconded by Cllr Martin and agreed by all members. Cllr Green signed the minutes at the end of the meeting.

10. Clerk's report

The contents of the clerk's report were noted.

It was agreed that the Parish Council should respond to the MBC survey regarding the Loose Valley conservation area review, requesting that the area be extended to meet 'The Quarries' conservation area.

It was agreed to accept the quote of £151.80 + VAT from Steven Waring for fitting removable timbers across the gate posts at Lyewood, where the gates were recently stolen.

11. Finance

Payments from Nat West BNG account since last meeting:

Nat West	Monthly bankline fee	20.00
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Receipts into Nat West BNG account since last meeting:

None

Payments from Unity Trust PC current account since last mtg (incl VAT) : (£)

Unity Trust bank	Bank fees	8.40
Parish Clerk	Clerk's expenses	81.33
HMRC	Tax and NI - August	738.78
Safeplay	Monthly play area inspection	63.00
Wynsdale Waste	Dog bin emptying	113.40
CSG Global (KCS)	Stationery	20.39
Village hall committee	Hall hire - July	34.50
ICO	Annual data protection fee	47.00
Lloyds	Multipay card monthly fee	3.00
EDF Energy	Electric supply to parish hut	21.54
Hugo Fox	Gov-uk e-mail addresses – monthly fee	20.99
Hugo Fox	Website hosting – annual fee	287.86
Zurich	Parish Council insurance premium including play area inspection contract	3,049.40
Aspen Tree Services	Tree surgery work to Walk Meadow	2,520.00
Wynsdale Waste	Dog bin emptying	113.40
Parish Clerk	Clerk's September salary (paid by standing order)	1,939.50
Unity Trust bank	Bank fees	6.75
Parish Clerk	Clerk's September salary (paid by bank transfer)	83.94
Parish Clerk	Clerk's expenses	53.33
HMRC	Tax and NI - September	789.01
Open Spaces Society	Training for Councillors	95.00
Village hall committee	Hall hire - September	26.00
Village hall committee	Parish office hire – annual charge	688.95
Avaio	IT support – setting up gov.uk e-mail	60.00
Safeplay	Monthly play area inspection	63.00
Safeplay	Wetpour surfacing repairs to Church St play area	2,782.80
Lloyds	Multipay card purchases (BMAT website	15.00

	domain name - annual fee) and monthly card fee	
Internal transfer	From PC current to Medical Transport current (to cover monthly bank fees)	30.00

Receipts into Unity Trust PC current account since last meeting:

Internal transfer	From PC savings to PC current	9,000.00
Internal transfer	From PC savings to PC current	5,000.00
Allotment leaseholders	Allotment rent	1,580.00

Payments from Unity Trust PC savings account since last meeting :

Internal transfer	From PC savings to PC current	9,000.00
Internal transfer	From PC savings to PC current	5,000.00
Unity Trust bank	Credit interest adjustment	0.30

Receipts into Unity Trust PC savings account since last meeting:

None

Payments from Unity Trust BNG current account since last meeting:

Unity Trust bank	Bank fees	6.00
Unity Trust bank	Bank fees	6.00

Receipts into Unity Trust BNG current account since last meeting:

None

Payments from Unity Trust BNG savings account since last meeting:

None

Receipts into Unity Trust BNG savings account since last meeting:

Unity Trust bank	Interest	489.02
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Payments from Unity Trust Medical Transport current account since last meeting:

Unity Trust Bank	Bank fees	6.00
Unity Trust Bank	Bank fees	6.00

Receipts into Unity Trust Medical Transport current account since last meeting:

Internal transfer	From PC current to Medical Transport current (To cover monthly bank fee payments)	30.00
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Balances as at 14th October 2025 :

Nat West BNG funds account	119.80
National Savings	310.66
Unity Trust PC current account	3,841.53
Unity Trust PC savings account	321,355.70
Unity Trust BNG current account	32.12
Unity Trust BNG savings account	86,717.09
Unity Trust Medical Transport current account	27.68
Total Financial Assets	412,404.58

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

11.2 Budget monitoring report : The budget monitoring report to 14th October 2025 was noted.

It was agreed to purchase 2 log benches for Furfield Park open space. Purchase to be allocated to the 'PC Parish Maintenance (hard features) / benches' budget head. Cllrs Dawes and Edmans to arrange. Maximum spend agreed as £400 (supply and installation).
CLLR DAWES / CLLR EDMANS

11.3 24/25 audited AGAR : The contents of the 24/25 AGAR were noted, with the following comment and no further actions :
'The Council asserted that it ensured an effective internal audit during the year, but the internal audit was dated after the Annual Governance Statement and no internal audit testing of 2024/25 transactions or controls had been completed at the time the Annual Governance Statement was approved. In future, the Council should ensure that sufficient internal audit testing of the relevant year's transactions and controls has been completed before the Annual Governance Statement is approved.'
The clerk stated that the timing of the internal audit had been slightly later due to availability of the internal auditor but a date for the 25/26 internal audit would be booked well in advance and before approval of the accounts by the Parish Council.

12. Correspondence:

12.1 Request for funding towards Christmas boxes : The clerk noted that a request had been received from Karen Filmer for a donation from the Parish Council towards Christmas boxes for elderly and vulnerable residents of the parish. Following discussion, it was agreed to give a donation of £250, to be paid to Boughton Monchelsea Scout Group.
CLERK

13. Planning Report:

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

		MBC notified :
25/503541	Fairview, Heath Road, Boughton Monchelsea Retrospective application for erection of an outbuilding (built in 1969) DECISION : No objection / comment	8/9/25
25/503175	Heinz Orchard, Wierton Hill, Boughton Monchelsea Conversion of agricultural building to 2 no. four bedroom residential dwellings with the insertion of 6 no. roof lights, solar PV arrays and the provision of 4 no (2 for each dwelling) parking spaces DECISION : The Parish Council wish to comment on the application as follows :	8/9/25

Given the earlier decision in principle to approve the conversion under permitted development rights we have no objection to residential use but expect the following issues to be fully considered by MBC when deciding the application

- Design, including fenestration details
- Provision of services
- Green considerations, including provision of renewable energy sources, rainwater harvesting systems, EV charging points, native planting, swift and bee bricks, bat and bird boxes, wildlife friendly boundaries, thermal insulation and airtightness, permeable parking and footway surfaces and avoidance of light pollution

25/503583	Land east of Wierton Hill, Boughton Monchelsea Section 73 application for variation of condition 2 (site development scheme), removal of condition 4 and 5 (landscaping scheme) and variation of condition 6 (ecological enhancement scheme) and condition 8 (hours of operation) pursuant to application 25/500417/FULL for change of use of agricultural land for the exercising of dogs and erection timber posts and metal field fencing including provision of a parking area (retrospective)	8/9/25
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DECISION :

The Parish Council wish to comment on the application as follows :

We are concerned that the original application was only consented after a retrospective planning application was submitted earlier this year. This application was decided by MBC planning committee where conditions were carefully debated before being imposed. Nothing has changed and these conditions remain important on this rural site and should not be removed.

25/503686	The Barn at Wierton Hill Farm, Wierton Hill, Boughton Monchelsea Change of use of land and erection of new self build residential dwelling with associated works. Demolition of the existing agricultural barn and existing annexe	25/9/25
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DECISION :

The Parish Council wish to see the application refused for the following planning reasons. If MBC are minded to approve it we wish to see the application reported to planning committee for decision.

- The proposal will result in harm to the character and appearance of this rural location, with the siting, mass, scale and domestic design of the proposed building failing to maintain or enhance local distinctiveness including in relation to landscape, visual amenity and existing sporadic pattern of development. The urbanising impact of the development on this rural location will be

increased by the additional associated domestic paraphernalia generated by the new house. There are no benefits present that would outweigh the harm that has been identified. The development is contrary to policies SP17, DM1 and DM30 of the Maidstone Local Plan (2017), RH1, RH6, RH8 of the Boughton Monchelsea Neighbourhood Plan (2021) and guidance in the NPPF (2023)

- The proposed dwelling would be far removed from basic services and facilities and this would result in future occupants of the site being reliant on the private motor vehicle to travel for access to day to day needs. This reliance on the private motor vehicle would be contrary to the aims of sustainable development as set out in policy SS1 of the Maidstone Local Plan (2017) and the aims of the National Planning Policy Framework (2023)
- The proposal is south of Heath Road. As such, it does not comply with policy RH1 of the Boughton Monchelsea Neighbourhood Plan which states that 'Proposals for new residential development to the south of Heath Road (B2163) will not be supported unless they conform with national and local rural exception policies'

The following applications have been APPROVED by MBC:

25/502564	9 Haste Hill Road, Boughton Monchelsea Demolition of existing outbuilding, erection of a part two storey, part single storey rear extension and changes to fenestration
25/502321	13 Joywood, Boughton Monchelsea Erection of single storey rear extension including 3 no. rooflights
25/504979	Chilston Fish Farm, Wierton Hill, Boughton Monchelsea Creation of two stock ponds, associated earthworks and landscaping to service the current fish breeding facilities to the south of the site
25/501019	Roseberry, Gandys Lane, Boughton Monchelsea Erection of an outbuilding to serve as a cattery to be run as a business
25/502300/ LAWPRO	2 Mulberry Gardens, Hermitage Lane, Boughton Monchelsea Lawful Development Certificate for proposed change of use from a C3 Residential Dwelling to C3b Residential Children's Home. Children's Home will operate 24 hours per day 7 days per week

The following applications have been REFUSED by MBC:

None

The following applications have been notified as WITHDRAWN :

None

The following APPEALS have been notified:

None

The following APPEAL DECISIONS have been notified:

None

The following APPEALS have been notified as WITHDRAWN:

None

Cllr Smith advised that he had attended an Open Spaces Society training course recently on village green and common land which was very informative. It was agreed to join the Open Spaces Society at a cost of £45 per year. **CLERK**

14 . Representatives' Reports:

14.1 KALC: Cllr Oladimeji had attended the recent KALC meeting and provided a summary to members. The next meeting will be held on 26th January via zoom. Cllr Oladimeji agreed to attend the KALC AGM. **CLLR OLADIMEJI**

14.2 Allotments : It was noted that Cllr Dawes had organised two new water tanks for the Haste Hill Road allotment site, kindly provided free of charge by Sean Charlton. Cllr Martin to arrange fitting. **CLLR MARTIN**

The clerk advised that allotment rent is now all in for the Haste Hill Road site. There are several plots available on both the Haste Hill Road and Langley Park sites.

Cllr Dawes requested that the rest of the hedge alongside the allotment entrance track be cut back, to prevent cars from being scratched. Clerk to arrange. **CLERK**

Cllr Dawes requested improvements to the access to the allotment portacabin and suggested this could be a project for the community payback team. Cllr Dawes to progress. **CLERK**

14.3 Village Hall & Recreation Ground : Cllr Humphries reported as follows :

- Village hall accounts have been submitted to the Charity Commission
- Double glazing needs attention
- Recent vintage fair was a success
- One of the high level air to air units was thought to be faulty but on further investigation it was found a member of the public had switched it off using a broom. Switches will be changed to prevent this happening again
- The committee has been investigating a bike shelter grant but it appears the village hall charity will not be eligible

14.4 Neighbourhood Watch : Cllr Oladimeji continues to monitor the Neighbourhood Watch Facebook page but had nothing further to report.

14.5 Police liaison : Following Cllr Sutton's resignation, Cllr Oladimeji and Cllr Robertson agreed to share the Police liaison role. Cllr Robertson stated that he would be available to attend the day-time ward cluster meetings.

14.6 Biodiversity and environment : Cllr Jessel reported as follows :

- BMAT will have a table at the Christmas fair at The Albion on 27th November from 6pm to 9pm. Cllrs Jessel, Dawes and Humphryes will attend
- Community litter pick will be taking place on Saturday 29th November. The aim is to litter pick the whole parish but more co-ordinators and volunteers are needed
- A volunteering day at Lyewood took place on 11th October
- A tree guard removal session at Salts Wood is planned for 10th December
- A Walk Meadow hedge planting day is also planned for December. Date to be confirmed
- MBC are inviting bids for climate action and nature recovery funding. BMAT will apply, perhaps for hedge infilling
- The next farm cluster meeting will take place on 18th November in Boughton Monchelsea village hall. There will be a talk on the Turtle Dove project
- Steven Waring has provided a quote to BMAT for replanting the coppice at Lyewood West

Cllr Steyl noted that volunteers have kindly cleared a lot of rubbish recently from the Furfield Park open space.

Cllr Humphryes advised that Steven Waring had tried out his mechanical broom for weed clearance on Salts Wood footpaths, without success. Alternative options are being explored.

- 14.7 Highways : It was noted that the next meeting with KCC Highways will take place on 13th November. The Parish Council's Highway Improvement Plan will be discussed, as well as any other highway related issues. The clerk and Cllrs Steyl, Dawes and Green will attend. **CLERK / CLLRS STEYL, DAWES & GREEN**

Cllr Steyl spoke regarding the extreme traffic congestion on Brishing Lane resulting from HGVs trying to shortcut the formal Loose Road diversion route. It was noted that SGN have placed traffic marshals either end of Brishing Lane to prevent HGVs entering but the marshals are not always there. It was agreed this should be discussed further at the meeting with KCC Highways and a request made for a permanent HGV ban on Brishing Lane. **CLERK**

15. Decision items :

- 15.1 Village hall roofing work : Cllr Green suggested forming a working party. Cllrs Humphryes, Smith, Martin and Steyl agreed to take the project forward.

CLLRS HUMPHRYES / SMITH / MARTIN / STEYL

- 15.2 Church Street play area : Discussion took place regarding refurbishing and / or replacing some of the older items of play equipment. It was noted that although some of the items are old they still have good play value and can hopefully be

refurbished, in particular the swings and roundabout. It was agreed to form a working party consisting of Cllrs Humphryes, Redfearn, Green and Oladimeji, to investigate options and report back to the full Parish Council.

CLLRS HUMPHRYES / GREEN / REDFEARN / OLADIMEJI

16. Update / discussion items :

16.1 Parkwood Farm reservoir :

Cllr Edmans stated that the annual reservoir inspection will take place in November.

16.2 Padel tennis centre :

Covered above

17. Health & Safety Issues:

Nothing to report.

18. Items for information only :

Cllr Redfearn agreed to attend the remembrance day service and lay a wreath on behalf of the Parish Council.

CLLR REDFEARN

Cllr Edmans agreed to arrange purchase and erection of this year's Christmas tree on the village green.

CLLR EDMANS

Cllr Humphryes noted that the flower planter at the east end of Heath Road needs to be repositioned with a layer of damp proof membrane placed beneath. Clerk to arrange.

CLERK

22. Date of Next Meeting:

The next full Parish Council meeting is due to be held on Tuesday 13th January 2026 at 7pm in the committee room of the village hall.

There being no further business the meeting closed at 9.40pm