

# WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE  
PARISH COUNCIL  
HELD ON 2 NOVEMBER 2015, 7.30PM  
AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

**Present:** Mrs T Dean (Chairman)  
Mrs L Javens  
Mr R Selkirk  
Mr P Stevens  
Also in attendance:  
Sgt Boxall  
Mrs M Potts (Chairman, Malling Society)  
Mrs E Vago (Treasurer, Malling Society)  
Mr J Collins (WMPC employee)  
Mr R Edwards (KM correspondent)  
Carole D'Silva, Clerk WMPC (minute-taker)

Minute		Action by	Action taken	Response
15/520	<b>APOLOGIES FOR ABSENCE</b> were received from Mr Bullard, Mr Galloway, Mrs Lane, Ms Marlor and Mrs Smyth; also from Borough Cllr Mrs Luck and PCSO Harrison			
15/521	<b>DECLARATIONS OF INTEREST</b> – none other than those routinely declared			
15/522	<b>MINUTES</b> of the meeting held on 5 October 2015 were approved and signed			
15/	<b>MATTERS ARISING</b> from the minutes not otherwise on the agenda			
523.1	<b>(15/410.1) Remembrance Day/Armistice Day</b> – notification had been received from T&MBC that T&MBC would mark the beginning and end of a period of two minutes' silence on Wednesday 11 November 2015 in WM and Tonbridge			
15/	<b>CHAIRMAN'S ANNOUNCEMENTS</b>			
524.1	<b>Remembrance Sunday</b> – Mrs Dean reported that the civic service would be held on Sunday 8 November 2015. Those who had agreed to serve as stewards were asked to meet Mrs Dean at 1.30pm for a briefing session.			
524.2	<b>Churchyard Management Plan</b> – Mr Stevens reported that he would be meeting Rev David Green on Saturday 7 November 2015 to draw up a management plan for the Churchyard.			
524.3	<b>Blue Plaque Scheme</b> – Mrs Dean reported that the launch of the Blue Plaque scheme would take place on Thursday 12 November 2015, 3pm in WM High Street.			
524.4	<b>Manor Park Liaison Group Meeting</b> – Mrs Dean reported that this meeting scheduled for 12 November 2015 would have to be re-scheduled because of the clash with the launch of the Blue Plaque Scheme [Manor Park meeting subsequently re-scheduled for Thursday 26 November 2015, 3pm]			
15/	<b>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</b>			
525.1	<b>Burial Space</b> - Mrs Potts (Chairman, Malling Society) explained that burial space was needed at Kings Hill.			

525.2	<b>Streetlight, Swan Street</b> – Mrs Javens commented that she felt that the lack of a KCC light in Swan Street constituted a potential trip hazard; this had been reported to KCC several times but Mrs Javens would do so again on 03000 418181.	LJ		
15/	<b><u>POLICING MATTERS</u></b>			
526.1	<b>Policing Report</b> – although not able to attend in person, PCSO Harrison had submitted his report which the Clerk had circulated to members. (see Appendix 1)			
526.2	<p><b>Other Policing Matters</b> – Mrs Dean welcomed Sgt Boxall to the meeting. Sgt Boxall asked to be provided with a copy of the e-mail from Sgt Mott about the provision of CCTV in Police Station Road, viz:</p> <p>“.....As you are aware, neither Kent Police or TMBC are able to put up an overt camera at the location [Police Station Road] due to lighting and the positioning of suitable lamp posts for power supply. I recall that the only one that Andrew Young from TMBC thought was a possibility was the one opposite the junction on Swan Street but this does not show the location where the cars are being damaged due to a small curve in the road.</p> <p>The only other option for technical support was a covert camera. This was considered but due to the time space between reported incidents, was not possible as they can only remain for a very limited period under legislation.</p> <p>I saw that there was a further reported incident last week but this was the first since June. There have been five incidents this year – February, March, April, June and October – all of scratches to vehicles. I agree that this is excessive damage and indicates still that the offender is local and shrewd enough to space out his offending to make it very difficult to detect. “</p> <p>Members were pleased that the incidence of anti-social behaviour had decreased.</p> <p>Mrs Dean referred to The Lobster Pot: problems had been reported to T&amp;MBC.</p>	Clerk	✓	
526.3	<p><b>Meeting with Licensees</b> – Mrs Dean reported that this meeting was scheduled for 18 November 2015. The Clerk had asked for confirmation from Mr Anthony Garnett (T&amp;MBC Licensing Manager) that the meeting was going ahead but had received no reply. Mrs Dean agreed to contact Mr Garnett.</p> <p>[the meeting was CANCELLED by T&amp;MBC on the day of the meeting 18 November 2015 because of the poor response from licensees. Both Mrs Dean and the Clerk had asked that the meeting go ahead anyway but Mr Garnett was not prepared to do so.]</p>	TD	✓	
15/	<b><u>THE TWITCH INN</u></b>			
527.1	<p><b>Purchase of Freehold</b> – Mrs Dean reported that residents of Douces Manor had been offered the opportunity to purchase the freehold of their properties.</p> <p>It appeared that not all residents had been advised at the outset of the presence of The Twitch nor the planning conditions attaching to it, nor the existence of the lease between WMPC and Beechcroft Developments. WMPC's rent was a peppercorn rent.</p>			
527.2	<p><b>Service Charges</b> – Mrs Dean reported that she had asked Ethical Leasehold Management for an itemised bill in respect of the charges but had received no response.</p> <p>Mrs Dean suggested that WMPC take legal advice in respect of one of the clauses.</p> <p>Mrs Dean suggested that WMPC use KCC legal department. Members agreed that Mrs Dean arrange this.</p>	TD		
527.3	<p><b>Events at The Twitch</b> - The majority of Douces Manor residents seemed to value The Twitch and wished it to remain open to visitors but would like notice of what events were to take place.</p> <p>Mrs Potts stated that residents were advised of forthcoming events.</p> <p>Mrs Vago agreed to keep the Clerk informed of forthcoming openings of The Twitch so that the Clerk could notify residents. Mrs Dean held contact details for residents and would forward these to the Clerk .</p>	EV/ TD/ Clerk		

	<p>Mrs Vago mentioned the problem of members of the public wandering round the grounds of Douces Manor. Warning signs with tape were displayed but were ignored.</p> <p>Mrs Dean commented that the Malling Society had an impressive programme of events generally for 2016.</p>			
<b>15/528</b>	<p><b>ACCOUNTS FOR PAYMENT</b> totalling £3,416.07 were approved.</p> <p>It was noted that payments totalling £1,272.39 had been approved at quorate meetings since the previous Full Council meeting.</p>			
<b>15/529</b>	<p><b>FINANCIAL STATEMENT</b> was not available.</p>			
<b>15/530</b>	<p><b>FUNDING INFORMATION</b></p> <p>Receipt was noted of "Inside Track" issue no. 231 from KCC.</p>			
<b>15/531</b>	<p><b>CHRISTMAS LIGHTS, DONATION</b></p> <p>A request had been received from Town Malling Day Limited on behalf of the organisers of the Christmas Lights event for a donation towards the 2015/16 Christmas Lights event and Christmas Tree(s). The Clerk was to ask the organisers for a copy of their accounts.</p> <p>Mr Selkirk wished to know how much the businesses were contributing as they in general benefited from the event.</p>	Clerk	✓	*
	<p><b>Living Tree</b> – Mrs Dean referred to the suggestion that a living Christmas tree be considered. This had been discussed at an Amenities Committee meeting and it had been agreed that it was not feasible in the Churchyard. (Amenities minute 15/363.1 <i>et. al.</i> refer)</p>			
<b>15/532</b>	<p><b>POTHOLE, WM VILLAGE HALL CAR PARK</b></p> <p>Members were asked to consider a quotation for repair to pothole in the sum of £220.83 + VAT (= £265) referred from Amenities Committee Members agreed that this work go ahead. Clerk to notify Assistant Clerk .</p>	Clerk	✓	
<b>15/</b>	<p><b>MATTERS FOR REPORT</b></p>			
<b>533.1</b>	<p><b>Amenities Committee</b> – the draft minutes of the meeting held on 12 October 2015 were received.</p> <p>Mr Stevens reported that a site meeting would be held on Saturday at 9am.</p> <p>Village Green – Mrs Dean commented that KCC ought to be responsible for tree work needed on safety grounds. This would be discussed further at the meeting of the Amenities Committee.</p>			
<b>533.2</b>	<p><b>Highways, Transportation &amp; Streetlighting Committee</b> – the draft minutes of meeting held on 19 October 2015 were received.</p> <p>(15/499) Parking Review, Public Meeting – Mrs Dean expressed her thanks to everyone who helped with the exhibition/meeting on 30/31 October 2015 at WM CEP School. Residents had appreciated the opportunity to express their views.</p> <p>Church Centre Planning Application – there had been a public meeting about this application on 30 October 2015 at WM CEP School at the same time as the parking review exhibition.</p> <p>(15/500) Research Worker –Mrs Dean reported that just one completed application had been received. It was agreed that Mrs Dean, Mr Selkirk and Mr Harriott meet the applicant, and also review the Parish Plan at the same time. Mr Selkirk suggested that possibly an apprentice be used to deal with the administrative work.</p> <p>(15/502) St Leonards Street, Speeding – Mrs Dean would ask Mr Bullard for some possible dates for meeting with residents, possibly late November/early December.</p> <p>(15/504) Floodsax – the Clerk was to check if there was provision in the current year's budget</p>	TD/ KB		

	for these, and if so, to order 200 for delivery to Frog Lane.  (15/508) JPCTCG/Air Pollution – Mrs Dean reported that she had obtained information about the company “AirSensa” who manufacture air monitoring equipment; Mrs Dean had contacted them and asked for details of other Parish Councils who had used their products.  (15/509.2) Long-Stay Ryarsh Lane Car Park – Mrs Dean stated that a STOP line was needed. This would be considered further at the next meeting of the HT&S Committee on 23 November 2015.  Streetlights, Map – Mrs Dean asked that the agenda for the next meeting of the HT&S Committee on 23 November 2015 have an item to consider producing a map of the streetlights .				
<b>533.3</b>	<b>Planning Committee</b> – the draft minutes of the meeting held on 20 October 2015 were received.  (15/517) 60 Ryarsh Lane – the enforcement action was scheduled to appear on the agenda for Area 2 on 11 November 2015 which Mr Selkirk would attend. Mr Selkirk explained that the applicant had built in accordance with the original plans, not the consented.  (15/515.5) TM/15/02636/FL – proposed vehicular access to Norman Road to serve new plot adjacent to 120 Norman Road at Former Orchard Land West of 120 Norman Road – Mr Selkirk agreed to send the Clerk a copy of the comments which he had submitted to T&MBC on behalf of WMPC.  (15/515.2) TM/15/02898/LB – Listed Building Application – attachment of 11 blue plaques to listed buildings distributed over a wide area of West Malling to commemorate important local citizens – Mrs Dean reported that there had been minor changes to some of the locations.  (15/516) WM Church Centre – Mr Selkirk reported that the planning application had been received and it was agreed that a dedicated meeting of the Planning Committee be held to formulate WMPC’s comments. It was agreed that the Clerk book WM School Hall [date subsequently agreed Tuesday 1 <sup>st</sup> December 2015]  Phone Box, WM Station – Mr Stevens asked why the replacement BT phone box at WM station was still not connected. Mr Selkirk agreed to investigate.				
<b>533.4</b>	<b>Malling Action Partnership</b> – no report				
<b>533.5</b>	<b>Rotary House</b> – no report				
<b>533.6</b>	<b>Village Hall Management Committee</b> – it was noted that their next meeting would be on Wednesday 25 November 2015				
<b>533.7</b>	<b>School Governors</b> – no report				
<b>533.8</b>	<b>Malling Society</b> – see minute 15/527 above.				
<b>533.9</b>	<b>Christmas Lights Committee</b> – no report				
<b>533.10</b>	<b>Chamber of Commerce</b> – Mr Selkirk had e-mailed Mr Russell Meader (WM Flowers) but had received no reply.				
<b>533.11</b>	<b>Tonbridge &amp; Malling Borough Council</b> – notification had been received from T&MBC of a meeting of Parish Partnership Panel to be held on Thursday 19 November 2015; members were asked to <b>consider submission of suggestions for that agenda</b> (deadline for submission of suggestions first thing on 3 November 2015) It was agreed that the following agenda items be suggested: 1. Review of the Parish Partnership Panel. What is the latest. 2: Financial Arrangements with Parish Councils. What is the latest ? How are Parish Councils being consulted ? 3 local plan. What is the latest. Why will TMBC not release the source information				

	<p>applications under the call for sites?</p> <p>4 Area Planning Committee. Why were Parish Councils not consulted about any proposed changes?</p> <p>Mr Selkirk would attend on behalf of WMPC .</p>	<b>RS</b>		
<b>533</b> <b>.12</b>	<p><b>KALC/NALC/ACRK</b> - receipt was noted of:</p> <ul style="list-style-type: none"> <li>agenda papers for KALC AGM to be held on Saturday 21 November 2015, 9.30am at Ditton Community Centre (proposed attendance to be notified to KALC by 13.11.15)</li> <li>KALC "Parish News" October 2015 (already circulated to all members)</li> <li>agenda papers for ACRK AGM to be held on Tuesday 10 November 2015, 2pm at Barham Village Hall</li> </ul> <p>No-one present wished to attend either of the AGMs.</p>			
<b>15/</b> <b>534</b>	<p><b><u>MEETING DATES</u></b></p> <p>The following dates were agreed/noted:</p> <p>Amenities Committee – Monday 9 November 2015 (concentrating on allotments)                  Finance &amp; General Purposes Committee – Monday 16 November 2015 @ the Clout – <b>Clerk to book</b>                  Planning Committee – Tuesday 17 November 2015                  Highways, Transportation &amp; Streetlighting Committee – Monday 23 November 2015 [note change of date]                  Macey's Meadow Advisory Committee – Tuesday 24 November 2015</p>	<b>Clerk</b>	✓	
<b>15/</b> <b>535</b>	<p><b><u>REPORT OF BOROUGH COUNCILLORS</u></b> – no reports</p> <p>Mr Selkirk asked that the Clerk contact all three Borough members and ask them to provide an update on their activities and also alert WMPC to things "in the pipeline".</p>	<b>Clerk</b>	✓	
<b>15/</b> <b>536</b>	<p><b><u>REPORT OF COUNTY COUNCILLOR</u></b></p> <p>Mrs Dean's report is appended to these minutes (Appendix 2)</p>			
<b>15/</b> <b>537</b>	<p><b><u>CONFIDENTIAL ITEM</u></b></p> <p>It was agreed that in view of the confidential nature of the business to be transacted it was advisable in the public interest that the public and press be temporarily excluded and asked to withdraw in accordance with the Public Bodies (Admission to meetings) Act 1960</p>			
<b>15/</b> <b>538</b>	<p><b><u>KALC COMMUNITY AWARD SCHEME 2016</u></b></p> <p>Notification had been received from KALC of the launch of this scheme.                  The Clerk was to notify KALC that WMPC wished to adopt this scheme.</p> <p>The Clerk was to draft a citation in respect of a suggested local resident.                  Deadline for submission to KALC was 29 January 2016 – Clerk to make diary note.</p>	<b>Clerk</b> <b>Clerk</b> <b>Clerk</b>	✓  ✓	
	<p>There being no further business, the Chairman thanked members for attending and closed the meeting at 9.45 pm</p> <p>Signed.....</p> <p>Date.....</p>			

## APPENDIX 1

### Parish council

West Malling Council, monthly update for OCTOBER 2015

### Crimes of note

#### Burglary other than dwelling

- A shed in Norman Road was broken into via a wooden fence panel at the rear
- a scrimmer was stolen.
- No Lines of enquiry

#### Criminal Damage

- A car parked overnight on Nevell s court Town Hill was scratched and damaged by a sharpe -----  
-implement causing 2000.00£ worth of damage.
- Enquiries on-going.

#### Criminal Damage

- A car parked on police station road over night was scratched causing 500.00£ worth of damage -  
-sharp implement used by persons -unknown.
- No lines of Enquiry

#### Theft

- A mobile phone was stolen whilst a member of the public was drinking in a public house on -----  
-Swan street.
- No lines of Enquiry

### Anti-social behaviour and other incidents of note

#### Injury by dog

- A dog that was running loose by a caravan site in windmill lane injured a passer-by.
- Enquiries on-going

### Updates of previous reported issues

Anti-Social Behaviour has been at a minimum, and No offences recorded.

Crimes of a serious nature may not be disclosed as it may effect an investigation

## APPENDIX 2

### REPORT FROM CNTY CLLR MRS DEAN

County Councillors Report for

November 2015 Parish Council meeting.

1. This year's Dragon's Den event will take place on November 21st at 12 noon beginning with lunch. Application forms must be obtained from Anne.charman@kent.gov.uk in advance.
2. The SoS for Education has approved the opening of a Girls Grammar School provision as an annexe to Weald of Kent Girls Grammar School on the previous Wildernesse School site in Sevenoaks. It is possible, though unlikely that pupils from this area may gain access to it, but transport costs would have to be borne by parents.

East Malling and Larkfield

2. KCC Property Department has accepted there is a gap in their procedure of reporting KCC land for entry on the Call for Sites Map without reference to Council Members, and say they will address this in future. I understand they have placed any KCC land or property which they believe KCC might wish to develop by 2031 on the map. I have asked why the Martin Square Family Centre was not included. I am advised they did not encourage EMRS to place their site on the map.
3. Street Lighting Consultation documents. I have a stock of the full response from which the Parish Council is welcome to have. My application for returning to lighting the Redwing Close and alleyway between Kingfisher and Heron Road have both been refused.
4. The park run at Leybourne Lakes continues to attract over 300 runners, and the Junior run at Manor Park is now in its second month and is attracting over 100 runners each Saturday.
5. The northern end of New Hythe at the Papyrus Way junction has received some tree and shrub thinning to reduce the dark tunnel which was deterring pedestrians from using the path by the park. An assessment of the need for further maintenance will be carried out soon.
6. Grass on Chaucer Way south of Marlowe Road gardens has been reported for maintenance.
7. The footway to the south of Huntleys Cottage on Wateringbury Road has now been cleared. I have received a refund of £700 in respect of the street light at the speed ramp which proved not necessary and I will put this towards the cost of relocating the 30mph limit to the junction of The Heath and Wateringbury Road. However the cost of the traffic regulation order consultation and signage will be ..... and i would like the Parish Council to contribute towards that cost.
8. A meeting with the Trustees of the St James Centre and KCC Property Department revealed concerns about the water supply and asbestos in the boiler room, both of which are being checked this week prior to the boiler replacement, to which KCC is now committed.
9. I have a site meeting tomorrow to discuss the fate of the magnolia in Busbridge Close. It is reported that many vehicles enter the close believing it to be Stickens Lane because of the misleading nature of the signage and the change of name part way along the cul de sac. . I intend to



consult residents on a proposal to redraw the white lines so that they lead traffic onto Stickens Lane to the right and will report back to the Parish Council.

#### West Malling

10. The Blue Plaque Scheme will be launched on Thursday November 12th at 3pm at 104, High Street.

11. TMBC are offering retail Healthchecks to shops in West Malling free of charge.

12. The Green Cafe in the Country Park is now open again on Friday Saturday and Sunday.

13. TMBC are reluctant to extend residents parking to the houses on London Road opposite the Wheatsheaf as they say this may expose them to liability for the underground utilities, power and fibre optics beneath the paved surface. I have pointed out this situation has existed for over 30 years and I have a site meeting there tomorrow morning.

14. The Remembrance Service will take place on Sunday 8th November starting with the High Street parade at 2pm. I shall try to find a place to display the planning proposals for the Church Centre and display the poster for the PARISH Council Planning Meeting on December 1st.