

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE
PARISH COUNCIL
HELD ON 11 JULY 2016, 7.30PM
AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present: Mrs T Dean (Chairman)
Mr S Harriott
Mrs L Javens
Mr B Merchant
Mr R Selkirk
Mrs Y Smyth
Mr P Stevens
Also in attendance:
Sgt Jo Mott
Mr John Paton (Town Malling Cricket Club)
Ms Hazel Marlor (resident Norman Road)

Minute		Action by	Action taken	Response
16/406	<u>APOLOGIES FOR ABSENCE</u> were received from Mr Bullard, Mr Carroll and Mr Galloway; also from Borough Cllr Mrs Luck			
16/407	<u>CASUAL VACANCY</u> It was agreed unanimously to accept Mr Merchant's application to join the Parish Council. He completed his Declaration of Acceptance of Office in the presence of the Clerk . Clerk to notify T&MBC.	Clerk	✓	
16/408	<u>DECLARATIONS OF INTEREST</u> None other than those routinely declared			
16/409	<u>MINUTES</u> of the meeting held on 6 June 2016 were approved and signed			
16/	<u>MATTERS ARISING</u> from the minutes not otherwise on the agenda			
410.1	Malling Mail – Mrs Javens had drafted some copy for submission to Malling Mail. She asked that the Clerk check that the wording made it clear that it was NOT WMPC who would be submitting a complaint to the Local Government Ombudsman.	Clerk	✓	
410.2	Signage & Noticeboards – Mr Selkirk reported that he had almost completed the planning application for submission to T&MBC.	RS		
16/	<u>CHAIRMAN'S ANNOUNCEMENTS</u>			
411.1	West Malling Parking Liaison Meeting - Mrs Dean reported that the next meeting would be held in September [subsequently agreed for Monday 19 September 2016, 9am @ the Clout] It was agreed that as Mr Harriott was now Chairman of WMPC's Highways Committee it would be appropriate for him to replace Mr Bullard on that Liaison Meeting. Clerk to notify T&MBC.	Clerk	✓	
	Mrs Dean reported that she had visited some of the WM businesses and been informed that they were experiencing reduced business			

411.2	<p>Anti-Social Behaviour, Cricket Meadow – Mr John Paton reported that Dr Malcolm Tunnicliff had e-mailed the new Police & Crime Commissioner on behalf of the Cricket Club on 9 July 2016 as follows:</p> <p>“...I'm am writing to you as a local resident and member of Town Malling Cricket Club to express my dismay in the response of Kent Police to the continued antisocial behaviour at Town Malling Cricket Club, Norman Road, West Malling.</p> <p>Despite (amongst many episodes) vandalism to the club house, threats made by the protagonists to local people, theft of our defibrillator, mopeds being ridden dangerously, drug taking, litter and broken glass being strewn around, dog faeces being thrown over neighbouring gardens, police intervention has so far failed to curb this antisocial behaviour.</p> <p>Last night, whilst hosting an U9's match and our regular coaching, the individuals concerned let off fireworks in close vicinity to young children. This caused considerable distress to children and parents alike. The police were called and a PCSO arrived some while later. Whilst not privy to the discussion your officer had with the offending group, it was clear only a 'discussion' was had. The group simply moved the the neighbouring ball park.</p> <p>Local residents and club members are well aware of who these individuals are. They have a certain swagger as they seem 'untouchable' to police attention.</p> <p>As our security is your priority I would like to know what definitive action Kent Police will be undertaking to stop this behaviour....”</p> <p>The Environmental Visual Audit which had been carried out on 24 May 2016 had suggested that a CCTV camera be installed on the Cricket Pavilion but this had been immediately vandalised.</p> <p>Many parents of young cricketers were understandably irate and the perceived lack of action on the part of the Police was causing concern.</p>			
	<p>Public Spaces Protection Order – Ms Marlor suggested the introduction of a PSPO covering the Cricket Pavilion; Ball Park; Allotments; Macey's Meadow; Village Hall etc.</p> <p>Sgt Mott explained that a PSPO lasts for three years. Fixed penalty notices of £100 can be issued. A Community Protection Order applies to specific individuals; it has to go through a court process</p> <p>The PCSO had been out that day knocking on doors and delivering letters asking if anyone finds packaging they notify the Police. The legislation regarding fireworks was clear but it seemed that possibly it had been bird-scarers rather than fireworks.</p> <p>Four Dispersal Orders had been in place in WM so far this year and there would be another the forthcoming weekend.</p> <p>A meeting of the CCTV group was to be held on Tuesday 19 July 2016.</p>			
	Mrs Dean asked if WMPC could produce a generic letter which the Police could deliver to remind parents that they will ultimately have to pay any fines incurred by their children.			
	Mr Selkirk agreed to draft a letter to be sent to the Police & Crime Commissioner.	RS		
	Mr Paton agreed to write to WMPC to explain in detail what had happened.	JP		
	Sgt Mott explained that in future the Police representatives would no longer provide routine written reports for the Parish Councils.			
16/	QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS			
412.1	Mill Yard – Mrs Javens asked if the temporary pedestrian walkway was yet in place. Mr Selkirk explained it was not yet.			

16/	<u>POLICING & LICENSING MATTERS</u>			
413.1	The Farmhouse – Mr Stevens reported that the licence had been agreed with the Police but with caveats. There was no restriction on drinking on the pavement in front of the premises. Freehold to be with Shepherd Neame but tenanted to Elite Pubs.			
413.2	<p>Cold Calling Control Zone – as agreed at June Full Council (minute 16/308 refers) the Clerk had asked if Town Hill and St Leonard's Street could be included as CCCZs.</p> <p>Mrs Linda Sinclair had replied:</p> <p>“...I do not have very much assistance from the Neighbourhood Watch side at the moment and seem to be setting up zones alone from a NhW point of view. That said, the KCC Wardens and Kent Police still kindly offer their assistance with the actual launch which is always appreciated.</p> <p>The protocol to be followed, as set out by Kent Trading Standards does take some time from my end and realistically, I will not be in a position to focus on this due to my current workload until the end of August or beginning of September.</p> <p>Can you advise if this is acceptable.</p> <p>Due to other commitments for NhW and my own work and holiday coming up, I just do not see me being available to take this forward until then.</p> <p>I look forward to hearing from you as to whether this is acceptable and I apologise I cannot move things forward before then. “</p>			
	The Clerk was to reply that this was acceptable.	Clerk	✓	
16/ 414	<u>LEASE OF SUITE 1 AT 9 HIGH STREET</u>			
	A copy of the Lease had been received in respect of the Parish Office. Members agreed to accept the terms of the Lease.			
16/ 415	<u>TREE WARDEN</u>			
	Members agreed to the appointment of Ms Sara Margetts as Tree Warden for WM. Clerk to notify British Trust for Conservation Volunteers (BTCV)	Clerk	✓	
16/	<u>FINANCIAL MATTERS</u>			
416.1	<p>Lime tree on land next to Rotary House - Mr Stevens reported that the tree in question was suffering from fungal growth which was causing extensive weakness. Two quotes had been obtained for it to be felled.</p> <p>A quote had also been obtained for it to be thinned but the expert opinion was that it would soon require felling in any case.</p> <p>The recommendation from Amenities Committee was that the tree be felled.</p> <p>Mrs Dean proposed from the chair that WMPC accept the quote from Turfsoil in the sum of £1,250. Clerk to inform Assistant Clerk .</p> <p>It was noted that Turfsoil would not submit the Planning Application.</p> <p>Mr Stevens suggested a leaflet drop to the properties in Norman Road.</p>	Clerk	✓	
416.2	Donation – members were asked to consider the recommendation from the meeting of the F&GP Committee held on 1 st July 2016 that a donation of £1,000 be offered to Music @ Malling on the understanding that it would be used to fund the school part of the Festival. This recommendation was agreed. Clerk to arrange for cheque to be drawn.	Clerk	✓	

416.3	<p>Accounts for Payment totalling £3,937.74 were approved. This included a payment of £1,000 authorised under Section 137.</p> <p>It was noted that payments totalling £4,900.71 had been authorised at quorate meetings since the previous Full Council meeting.</p>		
416.4	<p>Financial Statement was received.</p>		
16/	<p><u>MATTERS FOR REPORT</u></p>		
416.1	<p>Amenities Committee – the approved minutes of the meeting held on 13 June 2016 and report from meeting held on 4 July 2016 were received.</p> <p>Mrs Dean reported that the Douces Manor lease had been transferred to the residents. WMPC had contested the level of service charges imposed by ELM.</p> <p>A separate electricity meter for The Twitch had been installed by Beechcroft.</p> <p>Ball Park – Mr Stevens reported that it was not intended to remove the tree</p>		
416.2	<p>Finance & General Purposes Committee – the draft minutes of the meeting held on 1st July 2016 were received.</p>		
416.3	<p>Highways, Transportation & Streetlighting Committee – the draft minutes of the meeting held on 20 June 2016 were received.</p> <p>Streetlighting - Mr Harriott reported that Mr Ken Bonner (streetlighting contractor) had attended that meeting which members found helpful.</p> <p>Mr Harriott reported that streetlighting work costing i.r.o. £5,000 had been authorised. These might in some cases require road closures.</p>		
	<p>Rail Services – Mr Stevens reported that the 2018 timetable was proposed to include off-peak Maidstone to Cambridge service.</p> <p>Mr Stevens reported that the work to re-paint the footbridge at WM station involved night-time closures</p>		
	<p>Active Travel Consultation – it was agreed that Mr Selkirk would draft a response to this consultation and circulate to members.</p>	RS	
416.4	<p>Planning Committee – the draft minutes of the meeting held on 21 June 2016 were received. Mr Selkirk reported that the June meeting of the Planning Committee had been inquorate; he expressed concern that attendance at these meetings was not satisfactory in view of the time-limited nature of the issues.</p> <p>Neighbourhood Plan/Call Sites – Mr Selkirk reported that the public meeting held on Sunday 3 July 2016 had been well-attended. More than sixty people signed up for updates and this would help identify potential volunteers.</p> <p>Mrs Dean and Mr Selkirk would be meeting Mr Ian Bailey (Planning Policy Manager) and Ms Louise Reid (Head of Planning) from T&MBC on Wednesday 13 July 2016, 5pm @ T&MBC offices to discuss the Local Plan. Mrs Dean pointed out that answers were needed to red/amber/green ratings and she had e-mailed Mr Bailey.</p> <p>The field between Churchfields and Offham Road was earmarked for 81 houses and this was a contentious site.</p> <p>This would be considered further at the meeting of WMPC's Planning Committee on 19 July 2016. Clerk to note.</p> <p>Mr Selkirk stressed that all members were welcome to attend that meeting and offer some input.</p>	Clerk	✓
	<p>Green Belt – it was agreed that WMPC lobby for the extension of the MGB to the east: Mrs Dean suggested using the line of the roads through East Malling: New Road/High Street to North Pole PH.</p> <p>Mrs Dean agreed to draft a letter setting out these points and stating:</p> <ul style="list-style-type: none"> • Land needed for affordable housing 		

	<ul style="list-style-type: none"> • Need car parking • Need brownfield land in the mix 	TD		
	Aylesford Newsprint site - members agreed to Mrs Dean 's suggestion that WMPC support the provision of housing on the former Aylesford Newsprint site.			
416.5	Macey's Meadow Advisory Committee – the draft minutes of the meeting held on 29 June 2016 were received. Mr Selkirk referred to the minute about provision of the maze. The Clerk was to obtain details.	Clerk	✓	
416.6	CCTV Meeting – the draft notes of the meeting held on 7 June 2016 were received.			
416.7	Malling Action Partnership (M.A.P.) – no report			
416.8	Rotary House – no report			
416.9	School Governors – no report			
416.10	Malling Society – Mrs Potts (Chairman, Malling Society) had reported that a visit by pupils of More Park School to the Twitch had taken place; the new owners had been notified. It was noted that the owners of Douces Manor wanted a meeting as soon as possible and Mrs Dean wished WMPC to be represented at such a meeting. Mr Harriott agreed to attend if he were available. Mrs Dean to contact Mrs Barbara Earl (Secretary, Malling Society) Clerk to e-mail the Twitch lease to Mr Harriott.	TD Clerk	✓	
416.11	Christmas Lights Committee – no report			
416.12	Chamber of Commerce – no report			
416.13	Tonbridge & Malling Borough Council – it was noted that the next meeting of their Parish Partnership Panel would be on 8 September 2016 (deadline for submission of agenda items 23 August 2016). Mr Selkirk would be unable to attend.			
16/417	<u>MEETING DATES</u> Full Council – Monday 5 September 2016 – Mr Harriott and Mr Selkirk tendered their apologies for that meeting Planning Committee -Tuesday 19 July 2016 Amenities Committee – Monday 8 August 2016 (concentrating on Churchyard) Macey's Meadow Advisory Committee – 12 August 2016 Highways, Transportation & Streetlighting Committee – Monday 15 August @ Clout Finance & General Purposes Committee – Monday 19 September 2016 @ Clout CCTV meeting – Tuesday 19 July 2016, 4pm @ School			
16/418	<u>REPORT OF BOROUGH COUNCILLORS</u> Report from Borough Cllr Mrs Luck is appended to these minutes (Appendix 1) It was noted that WMPC had also written to T&MBC about the state of disrepair at Arundel House and it was understood that the owner would be meeting T&MBC's Conservation Officer			
16/419	<u>REPORT OF COUNTY COUNCILLOR</u> Report from County Cllr Mrs Dean is appended to these minutes (Appendix 2)			
16/420	<u>CORRESPONDENCE</u> was received as detailed on the separate sheet			

<p>16/ 421</p>	<p><u>CONFIDENTIAL ITEM</u></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>			
	<p>Job Description for Groundsman – Mr Stevens proposed acceptance of the new job description; this was seconded by Mrs Smyth and agreed unanimously.</p>			
	<p>There being no further business, the Chairman thanked members for attending and closed the meeting at 10.15pm</p> <p>Signed.....</p> <p>Date.....</p>			

APPENDIX 1

West Malling Parish Council 11th July 2016

Borough Councillor's Report

Arundel House

Complained to planning and enforcement about the state and gradual dilapidation of a listed building in the centre of the High Street hoping they will get in touch with the owners to rectify the problem. But no joy, I will get in touch with owner's the estate manager.

The street cleaner does cleans the pavement outside.

Kebab Take away

Complained about the pavement, it is getting that greasy look again, where they throw the dirty cleaning water out over the pavement.

Drain outside Tesco

Had complaints it is smelly, KCC where going to deal with the problem before 5th July, I have not seen them dealing with the drain

Car Parking

There are now spaces in the car park for customers to park, it just goes to show how many spaces where taken up by non visitors. There are more obvious enforcement officers.

A leaflet has been sent to residents from Tonbridge and Malling about Permit Area Changes and New Parking Restrictions.

It was identified that residents long-stay parking is blocked the spaces near the shops, also identified that more long stay parking would be allowed, but on a managed basis, so that residential roads near to the town centre would not be swamped by all day parking.

Their parking permit will allow long- stay parking in define permit area zones, WM1, WM2, WM3, WM4, WM5 WM6 I have dropped a copy into the Parish Office.

APPENDIX 2

County Councillor's Report

1. TMBC s Planning and Transportation Advisory Board met on Tuesday last week and approved the officer recommendation on sites for development for 670 new houses every year across the Borough until 2031. Housing Officers have chosen four large sites on Broadwater Farm East Malling, East Malling Research Station from Kiln Barn Lane East Malling to Hermitage Lane Ditton and beyond to A20 near Coldharbour roundabout, former quarry works at Borough Green and a site to the north of Aylesford village.

Officers suggested that large sites were necessary in order to raise sufficient money from developers to pay for significant new roads to relieve traffic congestion on the A20. Officers confirmed that it is open to landowners and others to request alternative sites be considered and included within the public consultation document to be published in September. Parish Councils were in particular encouraged to propose alternative sites to those identified by landowners.

The consultation document would be online with only very limited copies available in Libraries and other public buildings.

For West Malling generally the report is helpful. All Green Belt sites have been disregarded except where 81 houses are proposed on the field between Churchfields and Offham Road.

The Amber site between London Road and the railway line was not selected.

The extension of the Green Belt to the line of the bypass was confirmed but not beyond it and so it would not cover the green fields on both sides of the bypass which separate the communities of Kings Hill, West Malling, East Malling and Larkfield/Leybourne.

Council officers wish to retain Aylesford NewsPrint as entirely employment related. However it was accepted that offices can now be converted under certain circumstances to residential use without the need for planning consent, and the remaining acreage on the AN site officers said would still employ more people than the previous highly automated paper making factory.

2. The withdrawal of the KCC funding for the 123 bus service between Kings Hill and West Malling Station will have the effect of reducing the buses travelling via High Street, but also offering the ability for local pupils to pick up the replacement new express service at the station travelling into Maidstone along M20.

3. KCC has confirmed that it will not submit a bid for devolved powers to government at present. They argue that the change of Prime Minister may result in changed policies and given there is no appetite among Kent's District Councils for elected Mayors, Leaders of the District Councils have agreed to postpone any bid for the present. Tonbridge and Malling, Sevenoaks and Tunbridge Wells have been in talks with KCC about closer cooperation on commissioning contracts, monitoring contractors and devolving powers on a range of services including Highways Street Scene, Housing related services, Public Health, Economic Development, Community Safety, Sports Development and Property. These negotiations will continue. It should be remembered that the purpose of these negotiations is at least in part to drive down expenditure.

Sent from my iPad