

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE
PARISH COUNCIL
HELD ON 6TH FEBRUARY 2017, 7.30 PM
AT WEST MALLING VILLAGE HALL, WEST MALLING

Present: Mrs Trudy Dean
Miss Barkham
Mr Keith Bullard
Mr Richard Byatt
Mr Larry Collins
Mrs Linda Javens
Mr Ben Merchant
Mr Richard Selkirk
Mr Peter Stevens

Also present:
Mrs Sasha Luck (Borough Council)

Minute		Action by	Action taken	Response
17/57	APOLOGIES FOR ABSENCE were received from Mrs Yvonne Smyth , Mr Steve Harriott & Mrs Molly Potts from the Malling Society.			
17/58	DECLARATIONS OF INTEREST – none other than those routinely declared			
17/59	MINUTES of the meeting held on 29 th September were approved and signed			
17/60	MATTERS ARISING from the minutes not otherwise on the agenda - None			
60.1	(11.2) Downs Mail - A number of streets have not received the January edition of the Downs Mail; these streets include St. Leonards Street, Frog Lane, Woodland Close and Sandown Road. Mrs Dean requested that residents make her aware if they notice that they are not receiving a copy of the Downs Mail through their door. Mrs Javens reminded members that the Downs Mail could be viewed online.			
60.2	(17/20) Churchfields Parking Permits – residents of Churchfields have received and responded to a survey asking if they are in favour of parking permits. Returns were submitted both online and in paper form, The result was 60/40 in favour. The result and report will be discussed at the next meeting of the Highways Committee on the 27 th February 2017			
17/61	CHAIRMAN'S ANNOUNCEMENTS			
61.1	Mrs Dean has attended a meeting with T&MBC planning officers regarding the potential to build a car park on the London Road site. T&MBC are to advise if a car park can be deemed as appropriate development of land which is within the green belt. Clarification is expected in the Housing Bill which is to be published on the 7 th February 2017			
61.2	Plans for the reordering of St Marys Church - it is hoped that Rev Green will soon be in a position to hold a meeting with members of the public / Parish Council to unveil and discuss proposed plans.			
61.3	Mrs Dean and Clerk are to attend the annual budget meeting at The Twitch on 7 th February 2017			
61.4	Malling Community Choir are to take part in 'Celebrating Jeffrey – A Life in Music' a concert in memory of conductor and musician Jeffrey Vaughan Martin who passed away in April 2016; Mr Vaughan Martin, was the conductor for Malling Choir amongst other roles. The concert is to be held at Mote Hall on 19 th March from 3pm – 6pm. All profits from the event			

	will help to establish a new Jeffrey Vaughan Martin Bursary Fund which will be used to support young instrumental musicians of promise.			
17/62	<u>QUESTIONS FROM COUNCILLORS</u>			
62.1	Lavenders Road Closure - Miss Barkham questioned the closure of Lavenders Road for a potential period of up to 3 months for South East Water maintenance works; it was hoped that the 3 month timescale was worst case scenario. West Malling Parish Council had not been forewarned as they had been for the King Street works (where local shops may be affected) and had not therefore been given the opportunity to comment.			
62.2	Drs Surgery – Mrs Javens reported that West Malling Group Practice had distributed via email the West Kent Clinical Commissioning Group, Final Recovery Plan. The Recovery Plan outlines the cost savings that need to be made across West Kent by the end of March; savings are sought in the figure of £4 million. West Malling Group Practice ask that patients contact West Kent CCG directly should they wish to complain about the details of the Recovery Plan. It was agreed that a meeting with the Drs surgery should be arranged at a future date.	Clerk		
17/63	<u>POLICING MATTERS</u>			
63.1	Policing report - updated crime figures were unavailable			
63.2	Other policing matters – Mr Byatt reported that the CCTV camera at the end of Police Station Road had now been taken away to be used elsewhere. Sgt Mott suggests that no further incidents of criminal damage have occurred.			
63.3	Licensing matters – The applicants of the premises to be known as The Malling Jug, (micro pub) had failed to display the correct planning notices at the premises. The application has therefore been delayed.			
17/64	<u>BATTLE'S OVER – A NATION'S TRIBUTE</u>			
	Battle's Over – A Nation's Tribute is a scheme to mark the end of WW1. A chain of 1,000 beacons will be lit throughout the United Kingdom, Channel Islands, Isle of Man and UK Overseas Territories; this to take place 7pm on the 11 th November 2018. Town and Parish Councils are being asked if they wish to participate using beacons or bonfires. Members of the Macey's Meadow Advisory Committee have already discussed using the meadow as a bonfire location and although they are supportive of commemorating the event, more thought needs to be given, in particular due to the Higher Level Countryside Management Scheme and maintenance of grasslands. Other sites such as Manor Park were also discussed. It was agreed to support the scheme and to consider all options further.			
17/65	<u>KISSING GATE FOR CRICKET FIELD / RYARSH LANE ALLOTMENTS</u>			
	It was agreed to accept the recommendation of the F&GP committee to install a kissing gate at the Cricket Meadow end of the path that runs from the cricket meadow to Ryarsh lane. Costs quoted:- materials, £239 + VAT and labour £192.50.			
17/66	<u>DRAFT KENT DRUG AND ALCOHOL STRATEGY 2017 - 2022</u>			
	West Malling Parish Council did not wish to comment on the consultation			
17/67	<u>GREAT BRITISH SPRING CLEAN</u>			
	The Keep Britain Tidy (supported by KALC and KCC) litter campaign is taking place from the 3 rd – 5 th March 2017. It was agreed that WMPC would participate in the scheme provided that the Village Hall was available on the chosen date of 5 th March. Mr Byatt, Mr Selkirk, Mr Merchant and Miss Barkham all expressed an interest in taking part. Clerk to check availability of the Village Hall <i>Subsequent to the meeting it was agreed to cancel the litter pick due to shortness of time to publicise the event and in addition the Village Hall was not available.</i>	Clerk	✓	

17/68	<u>FUTURE WEST MALLING PARISH COUNCIL COMMUNICATIONS</u>			
	<p>Building on the success of the new website and email campaigns, Mr Selkirk has produced a report detailing how the Parish Council could communicate with residents in the future.</p> <p>Weekly email newsletter – a newsletter with a timetable of local meetings and events which will be formulated in the office by the Clerk and Assistant Clerk . There was a general view that a weekly newsletter would be too frequent so it was agreed to start fortnightly newsletters and review in the future.</p> <p>Drop in surgery at West Malling library and West Malling Farmer's Market – such surgeries would be easy to publicise and in popular locations. It was agreed that a rota would need to be drawn up amongst those Councillors who felt happy to participate. To be listed on the next F&GP agenda – Clerk to note</p>	Clerk	✓	
17/69	<u>COMMITTEE MEMBERSHIP OF COUNCILLOR COLLINS</u>			
	<p>Mr Collins was co-opted to the Parish Council on 5th December 2016. It was agreed that he join the Amenities Committee. Clerk to update Committee list</p>	Clerk	✓	
17/70	<u>CONFIDENTIAL ITEM</u>			
	<p>Staffing matters – 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>			
17/71	<u>FINANCIAL MATTERS</u>			
71.1	Accounts for payment - totalling £5057.41 were approved- see attached.			
71.2	Financial Statement – was received – see attached.			
17/72	<u>MATTERS FOR REPORT</u>			
72.1	<p>Finance and General Purpose Committee – receipt was noted, for information of the draft minutes of the meeting held on 6th January 2017.</p> <p>(17/06) Following the increase in budget for 17/18 articles explaining the budget rise has been included in the Downs Mail, Headline and WMPC will produce a newsletter before the Council Tax bills are sent out to residents.</p> <p>(17/07) – Salt bins, it was agreed to accept a quote in the sum of £100 for Mr Carr to fill the 7 Parish Salt bins and to check the salt levels twice during the winter months.</p>			
72.2	<p>Amenities Committee – receipt was noted, for information of the draft minutes of the meeting held on 16 January 2017.</p> <p>(17/37) The Parish Council would wish to see ownership of the village green transferred from KCC back to the Parish Council</p> <p>The Assistant Clerk was asked to make enquiries regarding ownership of the overgrown shrubbery area next to KS Flooring.</p>			
72.3	<p>Planning Committee – receipt was noted, for information of the draft minutes of meeting held on 24 January 2017.</p> <p>(17/46) Local Plan – 1300 comments were received. Due to get an update at the Parish Partnership meeting, as of today's date no responses are on the website.</p> <p>(17/52.1) St Marys Church tree application – trees have been planted too close together and the root system is now causing problems, it has been established that these particular trees</p>			

	<p>There being no other business, the Chairman thanked members for attending and closed the meeting at 9.50</p> <p>Signed.....</p> <p>Dated.....</p>			
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County Councillor Parish Report February 2017-02-05

1. I asked a formal question regarding KCC position on a new connection direct from/to M20 and Aylesford Newsprint. The reply i received said that although KCC was talking to Highways W England on this issue, HE say that it contravenes current guidelines for distances between junctions to accommodate weaving movements safely. The add that it would interfere with the planned introduction of smart running on the motorway between j 3 and j 5 at Aylesford, involving use of the hard shoulder as an extra lane. I asked if KCC would guarantee a clear and explicit response to the planning application in order for TMBC to sustain a highway objection and the Cabinet member replied that he could not interfere with the professional judgement of highway officers.

2. The new express coach service between Kings Hill, WM Station and Maidstone began today. This route is subsidised by developers of KH. The 123 is operating a commercial route between the station and Kings Hill in addition.

3. KCC require a narrow strip of land alongside Hermitage Lane in order to provide an additional carriageway to return the junction to normal smooth operation. Gladman developers have an option on the land and are blocking the purchase from owner Richard Kemsley. Gladmans have submitted an application for 850 houses at the junction of Hermitage Lane and A20 which would be in addition to the Local Plan proposals.

4. KCC budget will increase Band D council tax bills by £45. The increase is set at the maximum permitted without referendum.

5. KCC Highways report states that there is a backlog of maintenance costs on KCC road network of over £400 million. Not enough is being spent to keep a stable position and so roads are deteriorating.

6. KCC is seeking a series of lorry parks throughout Kent to prevent informal parking up, but is asking government if they can take powers to close laybys as part of the project.

7. The new Funding Formula for schools is out for consultation. It would bring an additional £29m into Kent schools but there are concerns that the large amount focussed on deprivation have resulted in a diminution of the core funding for the operating costs of the school. Small schools are said to be especially affected by the new formula.

8. KCC policy on removing children from school during school term time is not to issue penalty notices to any child whose attendance exceeds 90 unless there are additional factors such as persistent absence from school.

9. There is to be no Conservation Officer within the Planning Department at TMBC following the retirement of the current officer.

10. I have met with Louise Reid, Ian and Steve Humphrey with regard to the WMPC proposal for a commercial business car park on land off London Road. They felt that the goal could be achieved much more easily if it did not need to be supported by housing as housing was an inappropriate development within the Green Belt. They are enquiring further into green belt policy to see if car parks are acceptable development, as this would mean that development could go ahead without the need to take the land out of the green belt.

11. I visited Heart of Kent Hospice to learn more about their work.

12. I met with rail authorities at New Hythe Station to discuss improved mobility access to the Strood bound platform, as this gives connectivity with High Speed services into London.

13. My Community Fund will pay for:

- a. the traffic calming scheme on St Leonards Street, including £6,000 for a Vehicle Activated sign., The sign requires an electricity supply and i would like the council's approval for the VAS to be h connected to this cable.
- b. The Community Fund has purchased two new sets of Speedwatch equipment so that all three communities in my division can operate the scheme with their own dedicated machinery.
- c. .I have paid for the huge weight and weak bridge signs planted by KCC to be removed from the Green opposite the Started Saint to the verge opposite, They no longer obscure the village sign.
- d. I am paying for the renewal of the stripes on the pedestrian crossing at a cost of £800 for a more long lived paint material,

14. On March 19th there will be a concert in Mote Hall to the Memory of Jeffrey Vaughan Martin, former conductor of Malling Community Choir. It will feature, choirs and orchestras which Jeffrey founded and soloists whom he inspired included Dame Evelyn Glennie who has filmed a performance for the programme. Jeffrey was an eminent musician in Kent for many years inspiring generations of instrumentalists and singers. Ticket sale proceeds will go to the Jeffrey Vaughan Martin Bursary Fund for promising young instrumental players.

West Malling Parish Council 6th February 2017

Borough Councillor's Report

Taxis

I had a letter from a resident of West Malling complaining about the behaviour of TMBC Licensed Taxis, double parking while waiting for their customers, not parking correctly in the designated Taxi parking space.

Licensing

New application for the sale of alcohol, 52A High Street West Malling (premises rear of the Hospice shop facing King Street), the application is being resubmitted as the application sign, was not displayed.

Offham Road / Norman Road

Formal consultation on changes to parking restrictions. Double lines to be extended by 15m and bays slightly shortened outside no 79 Norman Road. Offham Road, parking bay to be reduced by 3m to ease access problems for residents

Comments to be returned by 26th February.

Lavender Road Closure

6th March for 3months from A228 Ashton Way to outside no 41, works by South East Water

King Street Closure
6th February for 15 days South East Water

Great British Spring Clean
National Campaign launching 3rd – 5th March. TMBC in Partnership with Kent Resource Partnership running a campaign for the whole of March. TMBC can provide guidance and equipment.
Environmental Champions Award, your chance to nominate a person or group

Christmas Lights
There will be no change to the Christmas Lighting Grant for Parishes.

WEST MALLING PARISH COUNCIL					
Financial Statement to be presented to meeting on 6 February 2017					
<u>Reconciliation</u>					
Balance b/f from 2015/16					£ 115,467.93
<u>plus</u>					
total receipts 1.4.16-23.01.17					100,968.53
<u>less</u>					
total payments 1.4.16-23.01.17					£ 103,988.42
				Total	<u>£ 112,448.04</u>
<u>Bank Accounts as at 23.01.17</u>					
Deposit account					£ 100,414.75
Current account			£17,751.69		
	less unpresented cheques		£4,217.24		
	Less cancelled cheques		<u>£1,501.16</u>		<u>£ 12,033.29</u>
				Total	<u>£ 112,448.04</u>
<u>Direct Debits</u>					
Plusnet		£13.49			
Campaign to Protect		£36.00			
HMRC		<u>£276.69</u>			
		£326.18			

West Malling Parish Council			
Accounts for Payment - 6th February 2017			cheques to be drawn
Danwood (invoice 4171221 / cheque 5261)		£ 25.00	£ 30.00
(Photocopies December 2016)	VAT	<u>£ 5.00</u>	
CF Corporate Finance Ltd - (cheque 5262)		£ 102.23	£ 122.68
(Inv. MI/0163142 Photocopier lease rental 1/3/17 - 31/5/17)		<u>£ 20.45</u>	
Mr R Selkirk (cheque 5263)			£ 24.72
(Reimbursement of December MailChimp fees)			
Mrs Claire Christmas (cheque 5264)			£ 30.72
(Reimbursement of postage costs - stamps)			
Malling Memorial Inst (single cheque 5265)			
(Invoice 2/17 - use of meeting room 6th & 18th January '17)			£ 30.00
(Invoice 5/17 - use of meeting room 8th & 27th February '17)			£ 30.00
West Malling Village Hall (cheque 5266)			£ 78.00
(Hire of Committee Room Oct - Dec '16)			
Mervyn Carr (single cheque 5267)			£ 33.64
Emergency repair to side panel at Village Hall)			
Labour - £18.00 plus materials £15.64			
Mervyn Carr			£ 100.00
To fill salt bins & to undertake 2 checks during winter)			
Streetlights (cheque 5268)			
(Inv. 8555, Lighting Repairs col 89, Offham Rd)		£ 110.00	£ 132.00
	VAT	<u>£ 22.00</u>	
(Inv. 8566, Lighting Repairs col 76, Offham Rd)	VAT	£ 80.50	£ 96.60
		<u>£ 16.10</u>	
Inv. 8597, Payment 3 of Maintenance Contract)		£1,093.87	£1,312.64
	VAT	<u>£ 218.77</u>	
Action with Communities in Rural Kent (Cheque 5269)			£ 50.00
(annual subscription 1.4.17 - 31.3.18)			
Malling Action Partnership (cheque 5270)			£ 600.00
(Inv MAP -001, Downs Mail advertising space)			
KALC (cheque 5271)		£ 60.00	£ 72.00
Attendance at training course 26/1/17)	VAT	£ 12.00	
John Collins (cheque 5272)			£ 288.00
40 hours @ £7.20. 2.1.17 - 5.2.17			
Litter picking & other duties)			
Mrs Claire Christmas & Mrs Sarah Howard (Cheques 5273 & 5274)			£1,722.80
(Clerk & Asst Clerk net salary for February 2017)			
HMRC - authorisation to pay via Faster Payments			£ 245.89
(Deductions from Clerks' salaries February 2017)			
Nest - authorisation to pay pension contributions for Jan & Feb '17			
Employer's contributions			£ 32.06
Employee's contributions			£ 25.66
(Employees's contributions have already been deducted from salary)			
		TOTAL	£5,057.41