

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE
PARISH COUNCIL
HELD ON 4TH SEPTEMBER 2017, 7.30 PM
AT WEST MALLING VILLAGE HALL, WEST MALLING

Present: Mrs Trudy Dean (Chairman)
Miss Gwyneth Barkham
Mr Keith Bullard
Mr Richard Byatt
Mrs Linda Javens
Mr Ben Merchant
Mr Peter Stevens

Also present:
Mrs Sasha Luck (Borough Council)

Minute		Action by	Action taken	Response
17/483	APOLOGIES FOR ABSENCE were received from Mrs Yvonne Smyth, Mr Larry Collins, Mr Richard Selkirk, Mr Steve Harriott & Mrs Molly Potts from the Malling Society.			
17/484	DECLARATIONS OF INTEREST – Mr Bullard and Miss Barkham asked it to be noted that they intended to raise a question regarding St Leonards Street, of which they are residents.			
17/485	MINUTES of the meeting held on 3 rd July 2017 were approved and signed			
17/486	MATTERS ARISING from the minutes not otherwise on the agenda – None			
17/487	CHAIRMAN'S ANNOUNCEMENTS			
487.1	Grass verges – Mrs Dean reported on a meeting that she attended with Richard Byatt, and representatives from KCC and Kent Wildlife Trust regarding how grass verges can be maintained to encourage wild flowers. To encourage wildflowers, it is important that the grass is cut after the flowers have seeded; KCC will still cut the verges (within the same budget), but volunteers would be needed to rake the grass to the back of the verges to allow flower seeds to germinate. It is hoped that volunteers can be recruited from the Community Gardening Scheme being organised by Richard Selkirk. Richard Byatt is to compile a list of possible suitable spaces / grass verges.	RB		
487.2	Innovation fund – The sum of £7465.00 has previously been transferred from T&MBC to the Parish Council for signage (noticeboards and fingerposts) for the town. Quotes have been obtained for the manufacture of the signage and installation costs should be available for the next F&GP Committee. Clerk to note for F&GP agenda	Clerk	✓	
487.3	High Street Road Closure – Mrs Dean reported that there have been complaints from residents about the initial lack of road closure warning signage and then the positioning of signage. Southern Water (who are mending the broken sewage pipe) are responsible for providing and placing the signage and KCC have now checked that the signage provided has been placed in safe parts of the road. It was agreed that there was insufficient lighting around works area. Clerk to contact Southern Water. Norman Road – South East Water works - Mr Stevens noted that the patching of road markings in Norman Road had been completed to a poor standard. Clerk to discuss with South East Water Liaison Officer.	Clerk Clerk	✓ ✓	

	South East Water had been transporting mud from the Norman Road site to Offham Road where it was being stored, residents had been concerned that this had been coming from the Church Centre renovation – the mud has since been removed by South East Water.			
17/488	<u>QUESTIONS FROM COUNCILLORS</u>			
488.1	Station Approach - Mr Stevens reported that a number of advertising banners have been attached to the railings in Station Approach (unadopted Highway). Mrs Dean explained that there is some tolerance for advertising one off events, but that general advertising would not be allowed to continue and that the situation should be monitored.			
488.2	66 St Leonards Street – Change of an existing Good’s Vehicle Operator’s Licence. Mr Bullard reported that an application to amend an existing operator’s licence to allow an operating centre (for 1 trailer & 1 Goods Vehicle) had been advertised in the local Kent Messenger; residents had 21 days within which to object. Members were concerned regarding access and it was agreed that the Clerk speak with both T&MBC and KCC with regards to whether or not they respond to such applications.	Clerk	✓	
488.3	Rotary House / Age Concern – Mrs Javens asked for clarification as to whether Rotary House is now part of Age Concern again. Clerk to make enquiries.	Clerk		
488.4	Kent Parks Strategy Consultation – Mr Byatt noted that the consultation closes on the 11 th September; it was agreed that as we have Manor Park within our Parish that this was an important consultation to respond to. Mr Byatt agreed to draft a response which would be considered at the next Amenities Committee. Clerk to note agenda.			
488.5	Drones – Mr Byatt reported that he saw a drone in Macey’s Meadow. It was agreed to look into the legislation that covers the use of drones as it was understood that they should not be used where there are members of the public. Mrs Dean suggested that this an issue that could be covered by Byelaws – Clerk to note for F&GP agenda	Clerk	✓	
17/489	<u>POLICING MATTERS</u>			
489.1	Policing report – updated Kent Police crime figures were received.			
489.2	Other Policing Matters – It was noted that a pizza van had been parked at, and was trading illegally from Leybourne Woods Car Park. Police, KCC & T&MBC are aware.			
17/490	<u>LOCAL PLAN</u>			
	Update from Mrs Dean - briefing for Councillors expected in September / October. It is anticipated that T&MBC will publicise their new plan in December for a final decision in February; Mrs Dean is to enquire as to timing for any further response from WMPC. The updated plan is to be shared with residents between December and February, with an open afternoon(s) at the school.			
17/491	<u>PLANTING OF REPLACEMENT LIME TREE – LAND WEST OF AGE CONCERN</u>			
	Recommendation from the Amenities Committee, to approve the costs of replanting the Lime Tree on the land West of Age Concern. The cost of clearing and preparing the area, plus planting of the replacement tree was not budgeted for and would therefore need approval. It was agreed unanimously to accept the quote in the sum of £117.85. It was noted that the replacement of the tree was a requirement of planning consent.			
17/492	<u>CONFIDENTIAL ITEM</u>			
	Details concerning staff contracts and the way forward were discussed.			
17/493	<u>FINANCIAL MATTERS</u>			
493.1	Accounts for payment - totalling £3121.61 were approved - see attached. It was noted that payments totalling £3962.56 had been approved at a quorate meeting of the Planning Committee on 25 th July 2017 and on 7 th August, £1097.39 was approved at a quorate meeting of the Amenities Committee since the previous Full Council.			
493.2	Financial Statements – for the months of July and August were received – see attached.			
17/494	<u>MATTERS FOR REPORT</u>			

494.1	<p>Amenities Committee – receipt was noted, for information of the draft minutes of the meeting held on 10th July 2017 and 7th August 2017.</p> <p>(17/353) Emergency agenda item - traveller incursion at Norman Road playing field. Approval sought & granted for funding to cover the costs of legal proceedings</p> <p>(17/439.2) Quotes being obtained for remedial work to the war memorial.</p>		
494.2	<p>Highways Committee – receipt was noted, for information of the draft minutes of the meeting held on 21st August 2017</p> <p>(17/459.2) – the date of the Parking Liaison Meeting was confirmed as 29th September.</p> <p>(17/462) – Missing bollard outside the Swan in Swan Street allows for more illegally parked vehicles. Members commented that the streetscene in Swan Street was now very poor.</p>		
494.3	<p>Planning Committee – receipt was noted, for information of the draft minutes of the meeting held on 22nd August 2017.</p> <p>General discussion regarding the procedure on how to ask for site visits in respect of planning applications, as the Parish Council had unsuccessfully tried to arrange a visit via our local Borough Council members. Mrs Dean to discuss with Louise Reid</p>	TD	
494.4	<p>Malling Action Partnership – AGM is to take place shortly</p>		
494.5	<p>Rotary House – no report. Clerk to enquire as to the status of West Malling Age Concern</p>		
494.6	<p>School Governors – no report</p>		
494.7	<p>Malling Society – next scheduled meeting date is Tuesday 5th September</p>		
494.8	<p>Chamber of Commerce / Christmas Lights Committee – good support from local businesses at last meeting. Plans well underway</p>		
494.9	<p>Tonbridge & Malling Borough Council – Parish Partnership meeting date of 7th September was noted. It was further noted that the draft Parish Charter was on the meeting agenda – the Parish Charter details how T&MBC will work with Parish Councils. Mr Selkirk to attend the meeting.</p>		
494.10	<p>KALC/NALC/ACRK – August Parish News received. Further to item 17/494.9 above, it was noted that KALC would be gathering Parish Council responses to the draft Parish Charter and would be reporting back to the Parish Partnership Panel.</p>		
17/495	<p><u>MEETING DATES</u></p> <p>Amenities Committee – Monday 11th September 2017 (concentrating on allotments)</p> <p>Finance & General Purposes Committee – Monday 18th September (at The Clout, 9 High Street) - <i>Subsequent to the meeting, this date was altered to 25th September</i></p> <p>Planning Committee – Tuesday 26th September 2017</p> <p>Highways, Transportation & Streetlighting Committee – Monday 16th October 2017 (at The Clout, 9 High Street)</p> <p>Macey's Meadow Advisory Committee – Wednesday 18th October 2017</p>		
17/496	<p><u>REPORT OF BOROUGH COUNCILLOR</u> See attached report</p>		

17/497	<u>REPORT OF COUNTY COUNCILLOR</u>			
	Mrs Dean reported that works at Hermitage Lane to ease congestion had started; an additional lane is being created using space from the pavement.			
	<p>There being no other business, the Chairman thanked members for attending and closed the meeting at 10.02</p> <p>Signed.....</p> <p>Dated.....</p>			

West Malling Parish Council 4th September

Councillor’s Report Cllr Luck

A bomb found in Blaise Farm Quarry caused a bit of excitement on Friday, I did not hear the explosion.

The Pizza Van on the A20 is causing a problem with some residents, cars parking on the grass verges. The land belongs to KCC, Tonbridge and Malling have investigated, he has a license from Sevenoaks, they have advised a quieter generator. It needs dog walkers taking an evening stroll and residents parking their cars, to stop the activity. Will advise Leybourne Parish Council at the meeting tomorrow, as it is in Leybourne Parish

The M20 is going to be changed to a Smart Motorway (taking away the hard shoulders each side) from Junction 5 – 3, work starting March next year.

Local Plan. There are Workshop Sessions for Borough Councillors at the end of this month. The next meeting of the Planning and Transportation Advisory Board is 5th December; a further meeting is programmed for 17th January, with the draft plan including development policies, all to come to Council in February

WEST MALLING PARISH COUNCIL						
Financial Statement to be presented to Full Council 4 September 2017						
<u>Reconciliation</u>						
Balance b/f from 2016/17						£ 98,172.44
<u>plus</u>						
total receipts 1.04.17-31.03.18						£ 67,730.66
<u>less</u>						
total payments 1.04.17-31.03.18						£ 34,321.90
					Total	<u>£ 131,581.20</u>
Deposit account						£ 90,414.75
Current account				£44,282.08		
				£3,115.63		
less unrepresented cheques						<u>£ 41,166.45</u>
					Total	<u>£ 131,581.20</u>
<u>Direct Debits</u>						
Nest	£32.22					
Plusnet	<u>£18.00</u>					
	£50.22					
<u>Unrepresented Cheques</u>						
22.5.17	ELM Ltd	£	639.98			
5.6.17	Outdoorsy	£	204.00			
19.6.17	KALC	£	72.00			
21.8.17	Mrs Christmas	£	1,382.20			
21.8.17	Mrs Howard	£	319.49			
21.8.17	HMRC	£	468.26			
21.8.17	Nest	£	<u>29.70</u>			
			£ 3,115.63			

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Financial Statement to be presented to Full Council 4 September 2017							
<u>Reconciliation</u>							
Balance b/f from 2016/17							£ 98,172.44
<u>plus</u>							
total receipts 1.04.17-31.03.18							£ 68,066.10
<u>less</u>							
total payments 1.04.17-31.03.18							£ 41,024.85
						Total	<u>£ 125,213.69</u>
Deposit account							£ 90,716.69
Current account					£35,370.68		
					£873.68		
							<u>£ 34,497.00</u>
						Total	<u>£ 125,213.69</u>
<u>Direct Debits</u>							
Nest							£32.22
Malling Me							<u>£1,625.00</u>
							£1,657.22
<u>Unpresented Cheques</u>							
22.5.17	ELM Ltd				£ 639.98		
5.6.17	Outdoorsy				£ 204.00		
21.8.17	Nest				<u>£ 29.70</u>		
					£ 873.68		