

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE
PARISH COUNCIL
HELD ON 4TH JUNE 2018, 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
Mrs Yvonne Smyth
Mr Nick Stapleton
Mr Peter Stevens

Also in attendance: West Malling residents
Chairman of Kings Hill Parish Council

Minute		Action by	Action taken	Response
18/307	<u>APOLOGIES FOR ABSENCE</u> were received from, Miss Min Stacpoole, PCSO Dylan Mcelligott and Borough Councillor Mrs Sasha Luck.			
18/308	<u>DECLARATIONS OF INTEREST</u> – it was noted that all members are registered with West Malling Group Practice.			
18/309	<u>MINUTES</u> of the meeting held on 14 th May 2018 were approved and signed.			
18/310	<u>MATTERS ARISING</u> from the minutes not otherwise on the agenda – (258.1) Reshape House, Section 106 monies – Mr Byatt to contact T&MBC to seek a response as to whether or not they will consult with the Parish Council as to how and where the Section 106 monies will be spent. (258.2) Silent Soldier Members in principle are in agreement to move forward with the Silent Soldier scheme, aluminium 6 ft ‘Tommys’ cost £750. Clerk to note for Amenities agenda and to obtain the views of Rev’d Green	RB Clerk	 <input checked="" type="checkbox"/>	
18/311	<u>CHAIRMAN’S ANNOUNCEMENTS</u>			
	<ul style="list-style-type: none"> • Local Plan - Mrs Dean had attended a meeting with T&MBC • Parish Walk / trip hazard - Mrs Dean and Clerk had attended a positive meeting with the insurance assessor. • Recycling scheme - a resident is keen to work alongside the schools to teach pupils about the new recycling scheme. It is hoped that the children will then be able to pass the information onto their parents. • GDPR – it has been confirmed that Parish Councils do not have to appoint a Data Protection Officer, although it will be considered good practice to do so. Mrs Dean reminded members about the KCC training. 			

	<ul style="list-style-type: none"> Planning – Five Pointed Star have been refused retrospective permission for the additional fencing and pergola. Lobster Pot (Amano) have had their application to extend their opening hours refused. 			
18/312	<u>QUESTIONS FROM MEMBERS OF THE PUBLIC</u> - none			
18/313	<u>QUESTIONS FROM COUNCILLORS</u> - none			
18/314	<u>POLICING MATTERS</u>			
314.1	Policing report – see attached report from PCSO Mcelligott. It was noted that the disturbance referred to on the 31 st May related to an incident outside The Farmhouse.			
314.2	Other Policing matters - none			
18/315	<u>LOCAL PLAN</u>			
	<p>Draft Local Plan has been published - https://democracy.tmbc.gov.uk/ieListDocuments.aspx?MId=3112&x=1&</p> <ul style="list-style-type: none"> The agreed plan needs to be with the Secretary of State by December to be assessed under the guidance of the current NPPF and for calculations to remain at 696 houses per year. T&MBC no longer have a 5 year housing supply having fallen below that last year; this makes it more likely that any planning appeals would be successful. New plans are revised on a 5 year timescale. Brickfields and frontage of Offham Road are in the draft plan Sportmans Bungalow site (current application by Gladman) is not within the draft plan. Mrs Dean is to press that an employee car park be incorporated into the plan, T&MBC have stated that they need evidence that a car park is needed. In addition, the need for a Drs Surgery / health centre has also been discussed, but it is unclear at this stage how West Malling Group Practice wish to proceed. The Green Belt extension as supported by WMPC is within the Draft Plan Kings Hill North – large development of 900 houses and secondary school. Not being developed by Liberty. 			
315.2	West Farmers Market Malling – it was agreed to discuss with the operators of the Farmers Market the possibility of a WMPC stall so as to be able to discuss the Local Plan and other parish matters. Members had previously discussed the possibility of raising funds for the restoration of the war memorial at the market.			
18/316	<u>WEST MALLING GROUP PRACTICE</u>			
	Mrs Dean to contact the CCG directly.		TD	
18/317	<u>THE TWITCH INN</u>			
	<p>Following a period of negotiation, the outstanding sums for water and electricity are agreed. An insurance document which specifically names The Twitch has been produced for the year 17-18. Insurance to be further considered as we do not have evidence of previous policies specifically naming The Twitch.</p> <p>Moving forward, payments are to be made quarterly with adjustment at the end of the financial year.</p>		TD/ Clerk	
18/318	<u>VILLAGE HALL PLAYING FIELD SECURITY</u>			
	<p>A number of residents were in attendance to discuss the recent traveller incursion and security moving forward.</p> <p>Residents expressed their concerns that this has happened two years running and that security for the future must be improved. It was noted by Mrs Dean that other Parish Councils have spent thousands of pounds on security for breaches to still happen</p> <p>The clean - up and difficulties due to the sheer amount of waste and fly tipping were</p>			

	discussed as was the large amount of stress and upset that the traveller incursion causes, in particular to those that live on or very near Norman Road. Safety of the cricket meadow and Macey's Meadow was also discussed. Way forward – a small working group to be established (<i>to meet on Thursday 7th June</i>) to discuss security measures initially for the village hall. Delivery of ragstone to be arranged as soon as the final load of waste has been removed.			
18/319	<u>POWERS FOR DEALING WITH UNAUTHORISED DEVELOPMENTS & ENCAMPMENTS</u>			
	Mrs Dean to respond to the consultation	TD		
18/320	<u>CRICKET MEADOW – RELOCATION OF DOG WASTE BIN</u>			
	A Norman Road resident has asked that the dog waste bin which is currently situated by his back garden be re-sited. Recommendation from Amenities Committee that the bin be re-sited and to accept the T&MBC quote of £89.09. Agreed			
18/320.1	<u>FOOTBALL PITCH MAINTENANCE</u>			
	Not on agenda – it had been noted that following the traveller incursion, holes had been left in the football pitch which may cause a trip hazard. It was agreed that our contractor as a matter of urgency supply top soil, re-seed and fill holes for a sum of £150 + VAT			
18/321	<u>FINANCIAL MATTERS</u>			
321.1	Accounts for payment - totalling £9537.19 were approved - see attached.			
321.2	Financial Statement – bank reconciliation as of 23 rd May was received – see attached			
321.3	Audit 2016/17 – two 'except for' matters were noted and the following action taken where necessary. 1) recently installed kissing gate had not been added to the asset register – this has now been rectified. 2) Transfer of £10,000 from deposit account to current account had been included in the receipts and payments figures provided to the auditor. It was noted that this should be dealt with as a straight transfer between accounts and not as a receipt or payment.			
321.4	Audit 2017/18 Section 1 – Annual Governance Statement 2017/18 - was agreed and signed.			
321.5	Audit 2017/18 Section 2 – Accounting Statements 2017/18 - was agreed and signed.			
321.6	KCC 'Inside Track' - receipt of issue 253 was noted			
18/322	<u>MATTERS FOR REPORT</u>			
322.1	Amenities Committee – receipt was noted, for information of the draft minutes of the meeting held on 23 rd May 2018. There were no questions			
322.2	Planning Committee – receipt was noted, for information of the draft minutes of the meeting held on 29 th May 2018. Sportsman's Bungalow / Gladman application – WMPC are attempting to organise a meeting with the developers. Comments to be formulated at the planning meeting on 26 th June			
322.3	Malling Action Partnership – no report			
322.4	Rotary House – no report			
322.5	School Governors – no report			

322.6	Malling Society – the next meeting date of Tuesday 3 rd July. Mrs Dean reported that she will be meeting with Kris Mercer of the Malling Society to discuss restoration of St Leonards Street well.			
322.7	Chamber of Commerce / Christmas Lights Committee – no report			
322.8	Tonbridge & Malling Borough Council –Parish Partnership Panel – next meeting date of 14 th June was noted. WMPC representation discussed.			
322.9	KALC/NALC/ACRK - Receipt was noted of May KALC news			
18/323	<p><u>MEETING DATES</u></p> <p>Amenities Committee – Monday 11th June 2018 (concentrating on Churchyard)</p> <p>Finance & General Purpose Committee – Wednesday 13th June 2018 (at The Clout, 9 High Street)</p> <p>Highways – Monday 18th June 2018 (at The Clout, 9 High Street)</p> <p>Planning Committee – Tuesday 26th June 2018</p> <p>Macey’s Meadow Advisory Committee – Wednesday 20th June 2018</p> <p><u>Subsequent to the meeting, it was agreed that the July meeting dates for Amenities and Full Council be swapped.</u></p> <p>Amenities – 2nd July Full Council 9th July</p>			
18/324	<u>REPORT OF BOROUGH COUNCILLOR</u> – no report			
18/325	<u>REPORT OF COUNTY COUNCILLOR</u>			
	Mrs Dean to circulate full report			
	<p>There being no other business, the Chairman thanked members for attending and closed the meeting at 9.50</p> <p>Signed..... Dated.....</p>			

Police Report

02/05	Flytip on Fatherwell Avenue, General building waste left which blocked the road.
	Norman Road – Burglary. Suspects breaking into a garage but ran off. Police patrols attended but were unable to locate the suspects.
19/05	A20 West Malling. Horses keep escaping the field which has led to police attendance on multiple occasions over the past few months as this poses a risk to road users and the horses. The field is fenced but the fencing is falling apart.
31/05	Nuisance vehicles on Lavender Road – x2 quad bikes racing
	Disturbance on the west Malling High Street at one of the pubs around 2300. Argument between two groups

West Malling Parish Council					
<u>Accounts for Payment 4th June 2018</u>					cheques to be drawn
Kent County Council (cheque 5485)				£ 522.65	£604.07
Electricity supply 1/4/18 - 30/4/18)	VAT			£ 81.42	
Tonbridge Fncing Ltd (cheque 5486)				£ 3,980.00	£ 4,776.00
(Supply and erection of playing field fencing)				£ 796.00	
Mrs Claire Christmas (cheque 5487)				£ 127.07	£152.48
(reimbursement for chain & padlock)	VAT			£ 25.41	
24 Hour Bailiffs (cheque 5488)				£ 1,060.00	£ 1,272.00
(Removal of travellers on 25/5/18)	VAT			£ 212.00	
Mrs Claire Christmas - authorisation to pay via Faster Payments (Clerk - net salary for June + fax) £1429.84 + £1.20					£1,431.04
Mrs Sarah Howard authorisation to pay via Faster Payments (Asst. Clerk - net salary for June & backdated pay)					£368.13
Mr John Collins - authorisation to pay via Faster Payments (Handyman - net salary for June 34 hours & 9 extra hours from May @ £7.83 £282.69 + £5.00 expenses for petrol					£287.69
HMRC - authorisation to pay via Faster Payments (Deductions from salaries - June)					£568.78
Nest - authorisation to pay pension contributions by Direct Debit for June '18					
Employer's contributions					£ 35.00
Employee's contributions (Employees's contributions have already been deducted from salary)					£ 42.00
				TOTAL	<u>£ 9,537.19</u>

WEST MALLING PARISH COUNCIL						
Financial Statement to be presented to Full Council 4 June 2018						
Reconciliation						
Balance b/f from 2017/18						£ 91,892.24
<u>plus</u>						
total receipts 1.04.18-31.03.19						£ 62,532.69
<u>less</u>						
total payments 1.04.18-31.03.19						£ 15,008.59
					Total	£ 139,416.34
Deposit account						£ 90,716.69
Current account				£51,181.01		
				£2,481.36		
						<u>£ 48,699.65</u>
					Total	£ 139,416.34
Unpresented Cheques				Date Issued		
5429	ATC Squadron	£	150.00	13/12/2017		
5478	Streetlight	£	1,352.02	14/05/2018		
2480	Turfsoil	£	182.34	14/05/2018		
5483	CA Traffic	£	720.00	14/05/2018		
DD	Nest	£	<u>77.00</u>			
		£	2,481.36			