

# WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE  
PARISH COUNCIL  
HELD ON 2<sup>ND</sup> SEPTEMBER 2019, 7.30 PM  
AT WEST MALLING VILLAGE HALL, WEST MALLING

**Present:** Mrs Trudy Dean (Chairman)  
Ms Gwyneth Barkham  
Mrs Linda Javens  
Mr Nick Stapleton  
Mr Peter Stevens  
Mr David Thompson

**Also present:** Borough Councillor Lee O'Toole (until 7.55)  
West Malling resident

Minute		Action by	Action taken	Response
19/483	<b><u>APOLOGIES FOR ABSENCE</u></b> were received from Mr Keith Bullard, Ms Min Stacpoole, Ms Camilla Medhurst, Mrs Yvonne Smyth and Borough Councillor Brian Luker.			
19/484	<b><u>DECLARATIONS OF INTEREST</u></b> – none			
19/485	<b><u>MINUTES</u></b> – the minutes of the meeting held on 1 <sup>st</sup> July were approved and signed.			
19/486	<b><u>MATTERS ARISING</u></b>			
	19/383 – <b>Boots Chemist</b> – Clerk clarified that the management team are to request that the front till be relocated to where the 'prescriptions' till is.  19/384.1 - <b>Age Concern</b> – Mrs Dean confirmed that there was no update.			
19/487	<b><u>CHAIRMAN'S ANNOUNCEMENTS</u></b> – none			
19/488	<b><u>QUESTIONS FROM MEMBERS OF THE PUBLIC</u></b> – none			
19/489	<b><u>QUESTIONS FROM COUNCILLORS</u></b> – none			
19/490	<b><u>POLICING MATTERS</u></b>			
490.1	<b><u>Police Update</u></b>  The August Police Report had not been received.			

<p><b>490.2</b></p>	<p><b><u>Other Policing Matters</u></b></p> <p><b><u>The Farmhouse</u></b></p> <p>A West Malling resident was in attendance to request that members consider requesting a review of The Farmhouse premises licence. The resident reported to members that there is frequent disorderly behaviour, arguments, urination in public areas, alleged drug dealing, cars revving their engines and speeding plus alleged drink driving. A recent large scale assault had been reported widely, including in the national press. The resident felt that patrons of the premises have no respect for the residential character of the street.</p> <p>The last variation of the licence was in July 2018; one of the premises conditions is that the sale of alcohol after 11.30 should be restricted to those patrons who are eating a substantial meal. It is alleged that this condition is not being abided by.</p> <p>Members were asked to consider requesting a review of the premises license. Mr Stevens proposed this course of action and this was seconded by Mr Stapleton. Unanimous agreement that WMPC request a review of the licence.</p> <p>Clerk to draft application to review and submit to the premises; T&amp;MBC and responsible authorities.</p>	<p><b>Clerk</b></p>	<p>✓</p>	
<p><b>490.3</b></p>	<p><b><u>Report from Borough Councillor O’Toole</u></b></p> <p>Councillor O’Toole reported that alongside Anthony Garnett (T&amp;MBC Licensing Officer) he had attended both the Five Pointed Star and The Swan to discuss anti-social behaviour and amplified music being played in outside spaces.</p>			
<p><b>19/491</b></p>	<p><b><u>PARISH COUNCILLOR VACANCY</u></b></p>			
<p></p>	<p>It was agreed that the vacancy should be formally advertised. To be advertised on the noticeboard, Kent Messenger column and Downs Mail. Clerk to notify T&amp;MBC</p> <p>It was agreed that applicants would be interviewed by panel with a recommendation being made to Full Council</p>	<p><b>Clerk</b></p>	<p>✓</p>	
<p><b>19/492</b></p>	<p><b><u>LOCAL PLAN</u></b></p>			
<p></p>	<p>During the Bellway Inquiry, T&amp;MBC confirmed that a timeframe for the Examination in Public had not yet been confirmed.</p>			
<p><b>19/493</b></p>	<p><b><u>BELLWAY/LAVENDERS ROAD APPEAL</u></b></p>			
<p><b>493.1</b></p>	<p>Mr Thompson reported that the Crowdfunding had been highly successful with over £15,000 to be transferred to the solicitors.</p> <p>A decision is expected at some point in October</p>			
<p><b>493.2</b></p>	<p>Public Open Spaces – it was agreed that should the appeal be successful, WMPC would during the landscape details planning stage, request that it be recorded that they wish to take on the responsibility of the opens spaces in the event of the collapse of the management company.</p>			
<p><b>493.3</b></p>	<p>Neighbourhood Plan – it was agreed that the council should re-visit the NP. Clerk to note planning agenda</p>	<p><b>Clerk</b></p>	<p>✓</p>	
<p><b>19/494</b></p>	<p><b><u>TOWN HILL STREETLIGHT – COLUMN 9</u></b></p> <p>Recommendation from the Highways Committee that the following expenditure be ratified to enable the urgent replacement of the column - UKPN costs of £2264 + VAT and Streetlight costs of £2335 + VAT. Agreed</p>			

19/495	<b><u>CHURCHYARD MANAGEMENT PLAN 2019 - 2023</u></b>			
	Recommendation from the Amenities Committee that the draft Churchyard Management Plan 2019 – 2023 be adopted. Agreed.			
19/496	<b><u>KALC AWARDS</u></b>			
	It was agreed that the awards be presented at the Macey's Meadow Apple Fest event if possible.			
19/497	<b>Draft Kent and Medway Housing Strategy 2019-23 – to consider response</b>  Link see <a href="https://www.kenthousinggroup.org.uk/draft-kent-medway-housing-strategy-consultation/">https://www.kenthousinggroup.org.uk/draft-kent-medway-housing-strategy-consultation/</a>  Mrs Dean to consider. Deadline 9 <sup>th</sup> September	TD		
19/498	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.  <b>Trip hazard</b> – Clerk updated members on the current status.			
19/499	<b><u>FINANCIAL MATTERS</u></b>			
499.1	<b>Accounts for payment</b> - totalling £17,990.96 were approved - see attached.			
499.2	<b>The following payments made since the last Full Council Meeting were noted:</b> £4,356.00 authorised at Amenities Committee on 8 <sup>th</sup> July £22,685.15 authorised at Amenities Committee on 12 <sup>th</sup> August £2,716.80 authorised at Highways Committee on 19 <sup>th</sup> August			
499.3	<b>Financial Statement</b> – bank reconciliation as of 23 <sup>rd</sup> August was received – see attached			
499.4	<b>Inside Track issue 259</b> – receipt was noted.			
19/ 500	<b><u>MATTERS FOR REPORT</u></b>			
500.1	<b>Amenities Committee</b> – receipt was noted, of the agreed minutes of the meeting held on 8th July and the draft minutes of the meeting held on 12 <sup>th</sup> August There were no questions, however Mrs Dean asked if the Amenities Committee could consider looking into increasing the height of the fencing in the ballpark, in particular behind the basketball net backboards.			
500.2	<b>Highways Committee</b> – receipt was noted, of the draft minutes of the meeting held on 19th August  There were no questions			
500.3	<b>Planning Committee</b> – receipt was noted, of the agreed minutes of the meeting held on 23 <sup>rd</sup> July and the draft minutes of the meeting held on 27 <sup>th</sup> August  There were no questions			
500.4	<b>Macey's Meadow Advisory Committee</b> – a verbal report of the meeting held on 28 <sup>th</sup> August It was noted that the Apple Fest is scheduled for Saturday 5 <sup>th</sup> October between 1-5pm.			
500.5	<b>Malling Action Partnership</b> – the next meeting date of 9 <sup>th</sup> September was noted.			

500.6	<b>Rotary House</b> – members reported on the constant beeping coming from the empty building and that the verge is now becoming very overgrown. Mrs Dean to discuss with KCC.	TD		
500.7	<b>School Governors</b> – no report			
500.8	<b>Malling Society</b> – the next committee date of the Friday 27 <sup>th</sup> September was noted.  Mrs Dean reported that following on from the Bellway Inquiry and the need to collate local and historical evidence for the case, that it would be worthwhile to start the process of compiling a new ‘History of West Malling’ so as to have more information in one place. Mrs Dean has contacted Chris Mercer, Chairman of the Malling Society to discuss.			
500.9	<b>Chamber of Commerce / Christmas Lights Committee</b> – to note next meeting date of Thursday 5 <sup>th</sup> September 6pm at The Hungry Guest. Mrs Dean to attend.			
500.10	<b>Tonbridge &amp; Malling Borough Council</b>  <b>Parish Partnership Panel meeting</b> – the next meeting date of 5 <sup>th</sup> September was noted			
500.11	KALC/NALC/ACRK  KALC– receipt of KALC News August 2019 was noted. KALC meeting date of 19 <sup>th</sup> September was noted.			
19/501	<b><u>MEETING DATES</u></b>  Amenities Committee – Monday 9 <sup>th</sup> September (concentrating on allotments & Churchyard)  F&GP – date of 30 <sup>th</sup> September was agreed.  Planning Committee – Tuesday 24 <sup>th</sup> September  Macey’s Meadow Advisory Committee – Wednesday 30 <sup>th</sup> October <i>Subsequent to the meeting this date was changed to 6<sup>th</sup> November.</i>  Blaise Farm Liaison Group – Tuesday 10 <sup>th</sup> September			
19/502	<b><u>REPORT OF BOROUGH COUNCILLOR -</u></b>  Borough Councillor Stapleton reported that the Leybourne Parish Council public meeting was well attended. The meeting had been convened to discuss anti-social behaviour / traveller issues.			
19/ 503	<b><u>REPORT OF COUNTY COUNCILLOR –</u></b>			
	<ul style="list-style-type: none"> <li>• Mrs Dean reported that the Blue badge scheme was to be extended to include less visible disabilities.</li> <li>• WMGP Patient Participation Group had recently released an update which outlined flu jab dates.</li> <li>• Mrs Dean asked for volunteers for the Remembrance Parade and Remembrance Day. Email to be circulated. Clerk to note October Full Council agenda.</li> </ul>	TD/CC		
19/504	<b><u>CORRESPONDENCE</u></b>			
	The following correspondence is available from the office: CPRE Countryside Voice, Summer 2019			
	There being no other business, the Chairman thanked members for attending and closed the meeting at 9.52			

	<b>Signed</b> ..... <b>Dated</b> .....			
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<b>West Malling Parish Council</b>				
<b>Accounts for Payment 2nd September 2019</b>				<b>cheques to be drawn</b>
Malling Action Partnership (cheque 2073) (Downs Mail 'Where I Live' - Jan - July 19)				<b>£ 191.00</b>
Kent County Council (cheque 2074) ( PEAT tests 16/7/19)	VAT	£ 75.00 £ 15.00		<b>£ 90.00</b>
Mrs S Howard (cheque 2075) Reimbursement for key cutting (£64.00), signage & tape for height barrier (£14.79), postage (£13.14) & sundries £0.50)				<b>£ 92.43</b>
Mrs C Christmas (single cheque 2076) Reimbursement for Parcel Force Delivery for Speedwatch device & reimbursement for faxes £2.40, sundries £1.50, postage £2.26 cable ties, £2.75 & bubblewrap £5.98.	VAT	£ 107.25 £ 21.45		<b>£ 128.70</b> <b>£ 14.89</b>
The Safe Shop Ltd (cheque 2077) (invoice SI-1195505 - 3 high security padlocks)	VAT	£ 187.65 £ 37.53		<b>£ 225.18</b>
Nurture Landscapes Ltd (cheque 2078) (invoice 114325 Churchyard cut x 2, playing field cut x2 tennis courts weedkilled & football pitch herbicide, village green cut - June)	VAT	£ 774.20 £ 154.84		<b>£ 929.04</b>
Kent County Council (cheque 2079 ) (Electricity supply 1/7/19 - 31/7/19)	VAT	£ 604.12 £ 94.85		<b>698.97</b>
Four Seasons Ltd (cheque 2080) (invoice 2981- August maintenance, strim staples, memorial stone and allotment plot 29B)	VAT	£ 87.00 £ 17.40		<b>104.40</b>
Streetlights (single cheque 2081) (invoice 10712 column 37 repair)	VAT	£ 97.75 £ 19.55		<b>£ 117.30</b>
(invoice 10704 column 70 repair)	VAT	£ 105.00 £ 21.00		<b>£ 126.00</b>
(invoice 10655 column 108 repair)	VAT	£ 125.25 £ 25.05		<b>£ 150.30</b>
(invoice 10680 maintenance & painting)	VAT	£ 1,512.48 £ 302.50		<b>£ 1,814.98</b>
(invoice 10683 first installment of painting costs)	VAT	£ 352.00 £ 70.40		<b>£ 422.40</b>
(invoice 10703 Phase 5 work completed to date)		£ 7,995.00 £ 1,599.00		<b>£ 9,594.00</b>
Malling Memorial Institute (cheque 2082) (invoice 53/19 - hire of room 19/8/19)				<b>£ 16.50</b>
Mick Pearce (cheque 2083) (reimbursement for diesel for Macey's Meadow tractors) (£120) & tarpaulin (£51.96)				<b>£ 171.96</b>
Gala Tent Ltd (cheque 2084) (invoice 652 - side panels for Macey's Meadow tent)		£ 200.00 £ 40.00		<b>£ 240.00</b>
Jaydee Living Ltd (cheque 2085) (invoice 29521 waste bin for children's play area)	VAT	£ 229.95 £ 45.99		<b>£ 275.94</b>
Viking Direct (cheque 2086) (invoice 93814 stamps and paper)	VAT	£ 72.23 £ 3.85		<b>£ 76.08</b>
<b>September Salaries</b>				
Mrs Claire Christmas - authorisation to pay via Faster Payments (Clerk - net salary for September £1494.68)				<b>£1,494.68</b>
Mrs Sarah Howard authorisation to pay via Faster Payments (Asst. Clerk - net salary for September £336.11)				<b>£336.11</b>
HMRC - authorisation to pay via Faster Payments (Deductions from salaries - September)				<b>£548.85</b>
Nest - authorisation to pay pension contributions by Direct Debit for September				
Employer's contributions				<b>£ 56.25</b>
Employee's contributions (Employees's contributions have already been deducted from salary)				<b>£ 75.00</b>
			<b>TOTAL</b>	<b>£ 17,990.96</b>

<b>WEST MALLING PARISH COUNCIL</b>						
<b>Financial Statement as at 23 August 2019</b>						
<b>Reconciliation</b>						
Balance b/f from 2018/2019						£ 99,830.54
plus						
total receipts 1.04.19-31.03.20						£ 69,257.24
less						
total payments 1.04.19-31.03.20						£ 55,897.28
					<b>Total</b>	<b>£ 113,190.50</b>
Deposit account						£ 91,634.55
Current account				£37,428.13		
				£15,872.18		
						£ 21,555.95
					<b>Total</b>	<b>£ 113,190.50</b>
<b>Unpresented Cheques</b>				<b>Date Issued</b>		
2044	M Stacpoole	£ 25.80		23/05/2019		
2064	Weald Furniture	£ 802.80		12/08/2019		
2065	KCC	£ 676.42				
2066	CF Corporate	£ 182.68				
2070	Spurstone Heritage	£ 11,467.68				
2072	Uk Power	£ 2,716.80		19/08/2019		
		£ 15,872.18				