

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE
PARISH COUNCIL
HELD ON 4TH APRIL 2022, 7.30 PM
AT THE CLOUT, 9 HIGH STREET, WEST MALLING

Present: Mrs Trudy Dean (Chair)
Mrs Gwyneth Barkham
Mrs Linda Javens
Mr Keith Mann
Ms Sara Margetts
Mrs Lorna Miles
Mrs Yvonne Smyth
Ms Min Stacpoole
Mr Peter Stevens

Also Present: Borough Councillor Paul Boxall (until 9.22)
Resident (until 9.22)

Minute		Action by	Action taken	Response
22/179	<u>APOLOGIES FOR ABSENCE</u> were received from Mr Thompson, Ms Medhurst and Borough Councillor Luker			
22/180	<u>DECLARATIONS OF INTEREST</u> Mrs Dean declared an interest at minute number 22/188 and 22/190 as she is a KCC Member. Mr Stevens reported that due to a change in his employment status, he had completed a new Disclosable Pecuniary Interests form which had been submitted to TMBC			
22/181	<u>MINUTES</u> - the minutes of the Parish Council meeting held on 7 th March were approved and signed.			
22/182	<u>MATTERS ARISING</u> - none			
22/183	<u>CHAIRMAN'S ANNOUNCEMENTS</u>			
	Mrs Dean reported that the Gladman appeal (Development Site South West of West Malling Railway Station, Station Approach, West Malling) had been dismissed. The Abbey and the lack of any real community benefits formed the basis of the decision.			
	It was agreed that WMPC would request again that consideration be given to the extension of the Conservation Area boundary.	TD/ Clerk		

22/184	<u>QUESTIONS FROM MEMBERS OF THE PUBLIC</u> - none			
22/185	<u>QUESTIONS FROM COUNCILLORS</u> Ms Margetts reported that a letter had been sent from the Ryarsh Lane Allotment Society to T&MBC regarding T&MBC's proposal to impose parking fees in the Ryarsh Lane car park on a Saturday. It was noted that the letter was submitted to T&MBC after the deadline and it was understood that the proposal had now been approved by Cabinet. Ms Stacpoole reported that the toilet directional signage was no longer in situ and the Clerk confirmed that this was removed when the toilets initially closed.			
22/186	<u>POLICING MATTERS</u>			
186.1	<u>Police Update</u> – receipt was noted of the March police report			
186.2	<u>Other Policing Matters</u> Mr Stevens noted that there had been 2 separate disturbances on Saturday 2 nd April outside of The Farmhouse and the Five Pointed Star. It is understood that police were called. Clerk to ask PCSO if he has any further information on this.	Clerk	✓	
22/187	<u>LOCAL PLAN</u> No update.			
22/188	<u>ROTARY HOUSE</u> It was agreed that in view of the confidential nature of the business to be transacted (purchase of land) 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. Mrs Dean reported that WMPC have been unsuccessful in its bid for Rotary House. KCC have informed WMPC that they will be taking forward the 'highest unconditional offer' and that as the offer is unconditional they are unable to comment on the applicant's plans for the property. Members expressed their great disappointment at the decision and dissatisfaction as to how the process had been managed by KCC. Mrs Dean to prepare a press release which is to be circulated to all members. It was agreed that the way forward be discussed at the next Full Council meeting.	TD	✓	
22/189	It was agreed that in view of the confidential nature of the business to be transacted (legal) 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. It was noted that the Parish Council had received a claim for compensation following an incident in the children's play area. The matter has been handed to our insurance company.			
22/190	<u>WEST MALLING PUBLIC CONVENIENCES</u>			
190.1	<u>King Street toilets</u> It was noted that the Licence between WMPC & T&MBC to manage the toilets has been extended to the end of June. The toilets will be funded by the remaining KCC funding.			
190.2	Following the meeting of the T&MBC Overview & Scrutiny Committee held on 10 th March, WMPC has been asked to provide a list of potential alternative sites for a new toilet block.			

	Members considered and agreed a list of 5 sites within the T&MBC car park near Tesco. It was noted that the Clerk had requested a map of the site so as to identify ownership of land, but that the map had not yet been received in the parish office. Clerk thanked Mr Mann for producing the draft document.			
22/191	<u>T&MBC ACTIVE TRAVEL STRATEGY – CYCLE ROUTES</u>			
	WMPC draft response had been circulated to all members for consideration. There were no questions and no amendments. It was agreed that the response be submitted. Members thanked Mr Stevens for drafting the response. Mr Stevens to submit response https://tmbc.inconsult.uk/system/home	PS	✓	
22/192	<u>PARISH INFRASTRUCTURE STATEMENT</u>			
	Options for inclusion within the statement to be considered at the May Full Council meeting and finalised at F&GP.			
22/193	<u>KCC BUS CONSULTATION</u>			
	Ms Barkham had attended the most recent JPCTGC meeting at which Norman Kemp was in attendance to discuss the KCC bus consultation. Ms Barkham reported that KCC's Public Transport team had been asked to find savings of £3.2 million and that they are proposing to reduce the budget that pays for the subsidised bus services by £2.2 million. This could end 48 bus contracts. West Malling services potentially impacted will be routes 58, 70 & 502. Members agreed that they were concerned about all cuts to local services but in particular the 58 (only link to the hospital) and the 502 (school bus). Clerk to respond to consultation on behalf of WMPC. It was agreed that information leaflets would be printed in the parish office and delivered to as many properties in the parish as possible, the Council being aware that the many residents do not have internet access and may not therefore be aware of the consultation. Clerk to obtain draft leaflet from Norman Kemp. Bus Funding Reduction Let's talk Kent Deadline 20 th April 2022	Clerk	✓	
22/194	<u>SECTION 137 POLICY</u>			
	Recommendation from the F&GP Committee that the draft Section 137 policy be adopted – agreed.			
22/195	<u>QUEEN'S PLATINUM JUBILEE</u>			
	Macey's Meadow to be open for residents to enjoy a picnic with friends and family.			
22/196	<u>ANNUAL PARISH MEETING</u>			
	Members were asked to consider date and topic for special presentation. This meeting is to be held between 1st March and 1 st June inclusive. It was agreed that this should be a stand-alone meeting which could perhaps have a High Street theme. Clerk to provide possible dates. <i>Subsequent to the meeting, the date of the 31st May was confirmed – the meeting is to take place at the village hall.</i>			
22/197	<u>2021/22 NATIONAL SALARY AWARD</u>			
	It was agreed that in view of the confidential nature of the business to be transacted			

	<p>(salaries) 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>The salary award applicable from April 2021 (as agreed by the National Joint Council for Local Government Services) was noted and it was agreed to accept the recommendation of the F&GP Committee. Clerk to be paid SCP 24 as per new salary award.</p> <p>Recommendation that the Assistant Clerk continue to be paid at the rate of £10.26 per hour which is 5p above the newly agreed pay scale for her pay grade – agreed.</p>			
22/198	<u>FINANCIAL MATTERS</u>			
198.1	Accounts for payment - totalling £4,207.55 were approved - see attached.			
198.2	It was noted that payments of £3281.62 (cheque 2410 subsequently cancelled) were authorised at the Amenities meeting held on 14 th March 2022 & £3763.68 authorised at the F&GP meeting on 21 st March 2022.			
198.3	Financial Statement – bank reconciliation as at 31 st March 2022 was received – see attached			
22/199	<u>MATTERS FOR REPORT</u>			
199.1	<p>Amenities Committee – receipt was noted, of the draft minutes of the meeting held on 14th March 2022</p> <p>There were no questions.</p>			
199.2	<p>Climate Change & Biodiversity Action Group – receipt was noted, of the draft minutes of the meeting held on 21st March 2022</p> <p>There were no questions.</p>			
199.3	<p>F&GP Committee – receipt was noted, of the draft minutes of the meeting held on 21st March 2022</p> <p>There were no questions.</p>			
199.4	<p>Planning Committee – receipt was noted, of the draft minutes of the meeting held on 22nd March 2022</p> <p>There were no questions.</p>			
199.5	Malling Action Partnership – no report			
199.6	School Governors – no report			
199.7	Malling Society – Ms Barkham reported that the society had donated the sum of £1000 to DEC			
199.8	Chamber of Commerce / Christmas Lights Committee – no report			
199.9	<p>Tonbridge & Malling Borough Council</p> <p>Parish Partnership Panel – it was noted that the next meeting is scheduled for 26 May 2022 and that it will focus on the subject of general policing and anti-social behaviour. Mr Mann hoped to be in attendance.</p>			
199.10	<p>KALC/NALC/ACRK/CPRE:</p> <p>KALC News for February was received.</p>			

	KALC training / events programme for April & May was received. NALC - letter regarding Smaller Councils Committee was received.			
199.11	KCC Environment briefing was received			
22/200	<u>MEETING DATES</u> Amenities – 11 th April at the Clout Highways Committee – Tuesday 19 th April at the Clout Planning – Tuesday 26 th April May Full Council / AGM – Monday 9 th May 2022			
22/201	<u>REPORT OF BOROUGH COUNCILLOR, PAUL BOXALL</u> Gladman Appeal – dismissed Churchfields parking permit scheme is not to proceed due to the fact the majority of residents voted against the scheme. Land East of Ashton Way – badger sets have been discovered and possibly interfered with – rural police are to monitor. Ryarsh Lane car park – Saturday parking charges have now been agreed.			
22/202	<u>REPORT OF COUNTY COUNCILLOR</u> - no report			
22/203	<u>CORRESPONDENCE</u>			
	<ul style="list-style-type: none"> • Letters of thanks for recent section 137 donations were received from Home-Start & Citizens Advice. • Open Space – the Spring 2022 magazine from the Open Spaces Society 			
	<p>There being no other business, the Chairman thanked members for attending and closed the meeting at 9.50</p> <p>Signed..... Dated.....</p>			

West Malling Parish Council

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Accounts for Payment 4th April 2022					cheques to be drawn
ELM Header Account (single cheque 2415)					£ 175.66
Twitch Inn service charges 1st May 22 - 31st July 2022 (invoice 77435 - estimated costs for water (£17.90) and insurance (£58.15) electricity £99.61)					
Commercial Services Trading Ltd (cheque 2416)					218.24 £ 261.89
(invoice LNS4124, grounds maintenance for July, August & September - play area, playing field, village green & staples)					VAT 43.65
Down to Earth Trees Ltd (cheque 2417)					206.25 £ 247.50
(invoice RF16249 - works to Lime tree in Churchyard as per tree survey)					VAT 41.25
T&MBC (cheque 2418)					£ 71.68
(National Non - Domestic Rates - The Twitch Inn)					
Mr M Pawley (cheque 2419)					£ 54.00
(reimbursement for repairs to the MM chainsaw)					
April Salaries					
Mrs Claire Christmas - authorisation to pay via Faster Payments (Clerk - net salary for April £1842.98 + reimbursement for fax £1.20, sundries £8.84)					£1,853.02
Mrs Sarah Howard authorisation to pay via Faster Payments (Ass Clerk - net salary for April, £426.92 + £100 towards spectacles)					£526.92
HMRC - authorisation to pay via Faster Payments (Deductions from salaries - April)					£846.85
Nest - authorisation to pay pension contributions by Direct Debit for April					
Employer's contributions					£ 72.87
Employee's contributions					£ 97.16
TOTAL					£ 4,207.55

WEST MALLING PARISH COUNCIL						
Financial Statement as at 31 March 2022						
Reconciliation						
Balance b/f from 2010/21						£ 115,499.31
<u>plus</u>						
total receipts 1.04.21-31.03.22						£ 147,436.62
<u>less</u>						
total payments 1.04.21-31.03.22						£ 125,560.99
					Total	£ 137,374.94
Deposit account						£ 72,055.66
Current account				£68,104.06		
				£2,784.78		
less unrepresented cheques						<u>£ 65,319.28</u>
					Total	£ 137,374.94
Unrepresented Cheques				Date Issued		
2351	BML	94.80		6.12.21		
2385	Karen Miles	50.00				
2390	KALC	60.00				
2400	Day Tree Fellers	100.00		7.3.22		
2401	Specialised Hygiene	1,749.00				
2405	Elm Header Acc	680.98				
2412	Aston Hemmings	<u>50.00</u>				
		2,784.78				