

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD ON THE 7TH NOVEMBER 2016, 7.30PM AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present: Mrs T Dean (Chairman)
Miss G Barkham
Mr R Byatt
Mrs L Javens
Mr B Merchant
Mr R Selkirk

Also in attendance
Borough Cllr Mrs Luck

Minute		Action by	Action taken	Response
16/ 624	<u>APOLOGIES FOR ABSENCE</u> were received from Mr P Stevens, Mrs Y Smyth and Mr K Bullard			
16/ 625	<u>DECLARATIONS OF INTEREST</u> – none other than those recorded in the Declaration of Interests forms			
16/ 626	<u>MINUTES</u> of the meeting held on 3 rd October 2016 were approved and signed.			
16/ 627	<u>CASUAL VACANCY</u> T&MBC has notified the Parish Council that the vacancy for Councillor can now be filled by co-option. The vacancy notice has been advertised on the Parish Council noticeboard for only 6 working days, it was agreed to delay co-option to ensure a longer period of advertising. Notice to be added to website and noticeboard.	Clerk / RS	✓	
16/ 628	<u>MATTERS ARISING</u> from the minutes not otherwise on the agenda <u>CAR PARKING</u> (563.2) Parking In Norman Road – There has been a further report of traffic coming to a halt in Norman Road. Mr Selkirk has spoken to Mr Andy Bracey of T&MBC who has advised that T&MBC have now come up with new proposals which residents are to be consulted on in the near future. In the interim, temporary lines have been spray painted on the road (in the direction of Alma Road into the village) to assist residents in understanding the possible new changes. The temporary lines are not legally enforceable. It was agreed that this was an acceptable interim measure.			
16/ 629.1	<u>CHAIRMAN'S ANNOUNCEMENTS</u> Litter in the surrounding area of Parkfoot garage, London Road. T&MBC will do regular rubbish clearance of the area and have visited the garage to encourage the owners to also clear the area. It was commented on that the bins at the garage were often full and in need of emptying. Clerk to report to Dennis Gardener of T&MBC.	Clerk	✓	
629.2	Mrs Valvassura has announced that she will no longer be able to do the planting of the West Malling War Memorial. Mrs Valvassura has been doing this for a number of years and the Parish Council wished to thank her for all her hard work. It was agreed that a letter of thanks is to be drafted and a bouquet of flowers to be arranged.	Clerk		

	The Parish Council are now looking for a volunteer, a notice is to be placed on the noticeboard and the KM village correspondent to be notified.	Clerk	✓	
629.3	Arrangements for Remembrance Services were finalised including stewards for both days.			
629.4	Local Transport Plan 4 – since WMPC submitted their response to the consultation, the situation at the junction of Hermitage Lane and the A20 has worsened. It was agreed that a late addition to the response be added asking that KCC look at the capacity of Hermitage Lane and the A20, in particular in view of T&MBC and Maidstone Borough Councils Local Plans.	Clerk	✓	
629.5	It was agreed to try to book a Xmas meal for Councillors, partners and people who do work for the Parish Council on a voluntary basis. The evening to be funded individually.	Clerk		
16/	<u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u>			
630.1	WMPC website – Mr Byatt asked as to why the Parish Council had two websites in existence. It was explained that the older website is a KCC one.			
630.2	Contact details – Mr Merchant asked if Councillors could have a contact list (telephone numbers) for each other as a situation recently occurred where one Councillor needed to get in touch with another but was unable to find a telephone number. Clerk to action Discussion followed as to what Councillor contact details should be on the Parish Council website.	Clerk		
16/	<u>POLICING MATTERS</u>			
631	Mrs Dean reported on the anti –social behaviour meeting held on 1 st November 2016; this was discussed at Full Council in light of the ongoing anti- social behaviour, in particular in the ball park. A child narrowly escaped serious injury after a gate at the ball park was taken off its hinges, as a result the ball park is closed until a representative of the installing company agree that it is safe; the representative is to attend the ball park on Friday 11 th November. It was agreed at the ASB meeting to: <ul style="list-style-type: none"> • Write a joint letter on behalf of the Parish Council, Macey’s Meadow, Town Malling Cricket Club and Age Concern to the Kent Police & Crime Commissioner expressing concern about the ongoing anti-social behaviour, the effectiveness and delays when ringing 101 and the need for a strengthened police presence. • To look into the use of legislation, in particular the Community Protection Act and Kent County Act. It is important that records of anti- social behaviour are maintained and residents are asked to report incidents of anti-social behaviour to 101, Trudy Dean or Mrs Christmas, the Clerk of West Malling Parish Council. • PCSO Harrison is to ask a senior police officer to attend to discuss the issue with West Malling Parish Council. 			
16/	<u>REVIEW OF PARLIAMENTARY CONSTITUENCY BOUNDARIES</u>			
632	Constituencies need to be of similar size to each other to ensure fair representation meaning that over time the numbers need to be rebalanced, this process must be completed by the next elections. Mrs Dean stressed that the outcome of the review will not affect T&MBC services, any changes will only affect the election of MP’s. It was noted: <ul style="list-style-type: none"> • West Malling currently sits within the Tonbridge & Malling Constituency, the proposals as they stand would mean West Malling would become part of the Chatham & Aylesford Constituency. • Mr Selkirk noted that the electoral roll figures on which the review was based were pre-Brexit and therefore did not take into account the large number of people who enrolled so that they could vote in the European Union election. • Geographically the proposed constituency is smaller than the current one. • For constituency purposes, West Malling would lose its link to the Weald. <p>It was agreed that West Malling Parish Council would not oppose the Boundary Commission proposals. Clerk to respond accordingly.</p>	Clerk	✓	

16/	<u>TO AGREE COMMITTEE MEMBERSHIP OF NEW MEMBERS</u>			
633	Miss Barkham and Mr Byatt were co-opted to the Parish Council on 7 th October 2016. It was agreed that Miss Barkham join the Highways, Transportation & Streetlighting Committee and Mr Byatt to join the Planning Committee.			
16/	<u>POLICE & CRIME COMMISSIONER SURVEY 2017-21</u>			
634	Members are encouraged to complete the survey on an individual basis. It was agreed that priorities for WMPC were: <ul style="list-style-type: none"> • Anti- social behaviour • Reporting crime • Highway issues • Parking and speed issues • Victim awareness 			
16/	<u>FINANCIAL MATTERS</u>			
635	Accounts for Payment totalling £17,780.72 were approved. This included a payment of £20.00 authorised under Section 137. See attached			
636	<u>FINANCIAL STATEMENT</u> was received. See attached			
16/	<u>MATTERS FOR REPORT</u>			
636.1	Planning Committee - receipt was noted, for information, of the draft minutes of the meeting held on 18 th October 2016. No matters for report.			
636.2	Amenities Committee – receipt was noted, for information, of the draft minutes of the meeting held on 10 th October 2016. No matters for report.			
636.3	Highways, Transportation & Streetlighting Committee – receipt was noted, for information, of the draft minutes of the meeting held on 17 th October 2016. (461.3) The Parish Council are waiting on the replacement of the streetlight column on the village green, the lead time for UK Power Networks is 4 weeks – effort is to be made to establish a temporary power supply as this is the power source for the Christmas lights on the green. (460.1) Broken tiles have been used to fill the uneven ground at the unadopted part of Ryarsh Lane. Clerk to report this again to T&MBC.	Clerk	✓	
636.4	Macey's Meadow Advisory Committee – receipt was noted of the draft minutes of the meeting held on 26 th October 2016. Carole D'Silva is to carry on taking minutes for the committee on a volunteer basis. Mr Merchant and Mr Byatt expressed an interest in attending future meetings.			
636.5	Malling Action Partnership – no report			
636.6	Rotary House – no report			
636.7	School Governors – no report			
636.8	Malling Society – Minutes of the last meeting had been provided by the Secretary of the Malling Society, Mrs Barbara Earl. Miss Barkham raised 2 subjects on behalf of the Malling Society: <ul style="list-style-type: none"> • Arundel House – it was confirmed that scaffolding had been erected so as to carry out remedial work to the roof and windows which will stop the current pigeon problem. Mr Selkirk reported that a planning application had been made for the removal of trees. 			

	<p>West Malling Parish Council have over recent weeks and months been making strong representations to T&MBC about the deteriorating condition of the premises.</p> <ul style="list-style-type: none"> Gentleman that sleeps rough outside Tesco - It was agreed that he is not causing any harm to anybody nor is he committing an offence; he has reportedly been sleeping in Macey's Meadow without causing any trouble. It was agreed that in view of the winter months approaching the Clerk should contact the relevant authorities to make them aware of his situation. 	Clerk	✓	
636.9	Christmas Lights Committee – the committee are now meeting on a weekly basis as the Christmas lights event is on the 20 th November 2016			
636.10	Chamber of Commerce – no report.			
16/637	Tonbridge & Malling Borough Council – see report from Cllr Luck - Appendix 1			
16/638	<p>REPORT OF COUNTY COUNCILLOR report from Cllr Dean</p> <ul style="list-style-type: none"> Increased traffic congestion on Hermitage Lane / A20 since the opening of the new McDonalds and Aldi. KCC has accepted that notices did not refer to the need for coordinated traffic lights and that T&MBC Planning did not, perhaps as a result, refer to it either. The developers have agreed to provide coordinated traffic lights but KCC believe this will not be achieved before the Christmas trading period. Inspector Jo Mott has advised that the problem with 'boy racers' is a county wide problem. The Police are strictly limited on those occasions when they can conduct activities covertly and so it is difficult to catch the offenders in the act. Cllr Dean has written to the PCC suggesting that the 101 system is not fit for purpose and asking what action can be taken to provide an effective service. West Malling Parish Council are asking resident to report anti social activity to the Parish Council as well as 101. KCC Highways have formally advised that it is negotiating with both Borough and Parish Councils about the devolution to them of soft landscaping including grass cutting and shrub trimming. Devolution would involve KCC passing on a smaller budget than they currently spend. 			
16/639	KALC/NALC/ACRK – notification was received of the KALC AGM to be held on Saturday 19 th November 2016.			
16/640	<p>Committee Meeting dates –</p> <p>Amenities Committee – 14th November 2016 (concentrating on allotments) @ WM Village Hall Finance & General Purposes Committee – Monday 21 November 2016 @ the Clout Full Council – 5th December 2016 @ WM Village Hall Highways, Transportation & Streetlighting Committee – 19th December 2016 @ the Clout Planning Committee – 15th November 2016 @ WM Village Hall</p> <p>Macey's Meadow Advisory Committee - 18th January 2017</p>			
	At 10 pm Mrs Dean asked members to suspend Standing Orders to allow the meeting to extend beyond 10pm. This was agreed.			
16/641	<p>Local Plan – the meeting concluded with discussion on the Local Plan and the draft response being compiled by West Malling Parish Council.</p> <p>Mrs Dean explained the history of the government housing targets, shortfall of 6000 houses and subsequent call for sites whereby any landowner can put forward land for potential development. This exercise has resulted in the publication of T&MBC's Local Plan – The Way Forward.</p> <p>Considerable discussion on elements of the Local Plan, concentrating on:</p> <ul style="list-style-type: none"> Extension of the green belt Churchfields / Offham Road site. London Road site <p>It was agreed to discuss the Local Plan further at a date convenient to all members.</p>			

	<p>There being no other business, the Chairman thanked members for attending and closed the meeting at 11.10pm.</p> <p>Signed.....</p> <p>Dated.....</p>			
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Appendix 1

West Malling Parish Council 7th November

Councillor's Report

Dog Warden has won a gold reward for their services
 Larkfield Leisure Centre and Tonbridge Swimming Pool achieved an outstanding distinction
 Reported to KCC the granite set that has come out at the entrance of Ryarsh Lane / King Street
 With the introduction of the new £1 coin, it is the intention of the Council to replace the entire stock of parking machines
 The North Farm Fire caused delays to bin collection last week.
 Saturday Household Bulky & Waste Electrical Service WEEE. A review of the existing service, under recommendation, copy to hand.
 Arundel House, scaffold erected, hopefully they are going to repair the front of the building
 Planning and Transport Advisory Board for recommendation, copy to hand.
 M20 junction 3-5 managed motorway system
 M25/M26 east facing slips to alleviate movement restrictions
 A20 corridor improvements between A228 and M20 junction 5

WEST MALLING PARISH COUNCIL							
Financial Statement to be presented to meeting on 7 November 2016							
<u>Reconciliation</u>							
Balance b/f from 2015/16							£ 115,467.93
<u>plus</u>							
total receipts 1.4.16-21.10.16							90,604.32
<u>less</u>							
total payments 1.4.16-21.10.16..							£ 71,990.36
						Total	<u>£ 134,081.89</u>
<u>Bank Accounts as at 21.10.16</u>							
Deposit account							£ 100,414.75
Current account					£35,373.70		
	less unpresented cheques				£205.40		
	Less cancelled cheques				<u>£1,501.16</u>		<u>£ 33,667.14</u>
						Total	<u>£ 134,081.89</u>
<u>Direct Debits</u>							
Plusnet			£13.49				
EDF Energy			<u>£682.23</u>				
			£695.72				

West Malling Parish Council			
Accounts for Payment - 7 November 2016		cheques to be drawn	
Mr Mick Pawley (cheque 5181) (reimbursement, chainsaw repairs)		£	20.62
Mick Pearce (cheque 5203) Diesel, tractor parts, petrol, apple press)		£	318.91
Turfsoil Limited (invoice 48805 cheque 5189) (Churchyard, mowx1; strimx1 August '16)	VAT	£ 123.00 £ 24.60	£ 147.60
Turfsoil Limited (invoice 48804 - cheque 5188) (Playing Field: mowx2; strimx2; initial markx2; re-markx4) [August 2016]		£ 396.00 £ 79.20	£ 475.20
Turfsoil Limited (invoice 48848 - cheque 5190) (Churchyard, mowx1; strimx1 Sept. '16)	VAT	£ 123.00 £ 24.60	£ 147.60
Turfsoil Limited (invoice 48860 - cheque 5191) (Churchyard, herbicide)	VAT	£ 30.00 £ 6.00	£ 36.00
Turfsoil Limited (invoice 48847 - cheque 5192) (Playing Field: mowx2; strimx2; re-markx5; hedge-cuttingx1) [September 2016]		£ 439.00 £ 87.80	£ 526.80
Turfsoil Limited (invoice 48861 - cheque 5193) (hedge work, various)	VAT	£ 2,171.00 £ 434.20	£ 2,605.20
Turfsoil Limited (invoice 48902 - cheque 5194) Playing Field Mowx1, strim x1, remark x4 (October 16)		£ 137.00 £ 27.40	£ 164.40
Turfsoil Limited (invoice 48903 - cheque 5195) Churchyard mowx1, strim x1(October 16)		£ 123.00 £ 24.60	£ 147.60
Turfsoil Limited (invoice 48916 - cheque 5196) Fell 1 Lime tree, Norman Road		£ 1,250.00 £ 250.00	£ 1,500.00
Turfsoil Limited (invoice 48921 - cheque 5197) Supply of up to 4 litres of red die- football pitch)		£ 154.00 £ 30.80	£ 184.80
PKF Littlejohn LLP - (cheque 5186) (audit fee for year ended 31 March 2016)	VAT	£ 430.00 £ 86.00	£ 516.00
Outdoorsy Living (invoice 2236 - cheque 5185) (Playground inspection report)		£ 150.00 £ 30.00	£ 180.00
Streetlights (invoice 8382 - cheque 5198) Payment 2 of 4 yr 16/17		£ 1,093.87 £ 218.77	£ 1,312.64
Malling Memorial Inst (invoices 82/16 & 85/16 - cheque 5182) (use of meeting room 17th October 2016, 21st November 2016 & 19th December 2016)			£ 45.00
KCC (invoice 900027787 / cheque 505183) Legal fees for Sep 2016		£ 27.00 £ 5.40	£ 32.40
KCC invoice (900019660 - cheque 5018)		£ 21.00	

