

# WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE  
PARISH COUNCIL  
HELD ON 5 SEPTEMBER 2016, 7,30 PM  
AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

**Present:** Mrs T Dean (Chairman)  
Mrs L Javens  
Mr B Merchant

Mrs Y Smyth (from 7.55pm)

**Also in attendance:**  
Borough Cllr Mrs Luck  
Borough Cllr Miss Shrubsole  
PCSO Harrison  
Mrs Ann Turner  
Miss Gwyneth Barkham  
Mr Richard Byatt

**THIS MEETING WAS INQUORATE INITIALLY BUT BECAME QUORATE WHEN MRS SMYTH JOINED THE MEETING AT 7.55PM**

Minute		Action by	Action taken	Response
16/485	<b><u>APOLOGIES FOR ABSENCE</u></b> were received from Mr Bullard, Mr Carroll, Mr Harriott, Mr Selkirk, Mrs Smyth (initially); and Mr Stevens. Also from Mrs Molly Pott (Chairman, Malling Society).			
16/486	<b><u>DECLARATIONS OF INTEREST</u></b> Mrs Javens declared an interest in 16/495.3 as the hedge adjoined her property.			
16/487	<b><u>CHAIRMAN'S ANNOUNCEMENTS</u></b> Mrs Dean reported: <ul style="list-style-type: none"> <li>• <b>School Access Road</b> – there had been problems regarding cars parked in the School access road. Mrs Dean had explained that there was no reserved parking for School use. The road was owned by KCC.</li> <li>• <b>Parking Regulations</b> – the parking regulations were now in place in Offham Road. Norman Road was not as wide as T&amp;MBC had thought it to be; they would have to re-consult residents. There was general acceptance by T&amp;MBC that the markings were not satisfactory.</li> <li>• <b>Post Office</b> – the WM Post Office had been entered in the “most-valued PO competition” and was seeking votes</li> <li>• <b>Lashings Cricket Match</b> – the match on 28 August 2016 had been very successful and had been booked again for next year. Local youngsters had been coached. During the course of the day the new lease between WMPC and Town Malling Cricket Club had been officially sealed; the members of the Lashings team had signed as a commemoration and Mrs Dean would have it framed.</li> <li>• <b>WM GP service</b> – there had been criticism of the GP appointment system. Mrs Dean was arranging a meeting with the Business Manager of the Practice. Mrs Javens pointed out that with effect from 26 September 2016 the walk-in clinic would cease and would revert to the appointment system as previously used. There would be posters advertising these changes; Mrs Javens agreed to forward these to Mrs Dean</li> <li>• <b>Neighbourhood Plan</b> – this would be on the agenda for T&amp;MBC Cabinet meeting on</li> </ul>			

	<p>the following day; there had been 51 responses but the T&amp;MBC report did not yet record this.</p> <ul style="list-style-type: none"> <li>• <b>Wouldham Bridge</b> – the new bridge would be opening on 9 September 2016.</li> <li>• <b>St Leonards Street</b> – Mrs Dean had received the design for the traffic calming</li> <li>• <b>All-night streetlighting</b> – KCC was in the process of converting all of its lighting to LED sometime in September to November 2016; Parish Councils would be permitted to join.</li> <li>• <b>Drainage Hotspots</b> – KCC had re-published details: none in WM which was surprising e.g. London Road bottom of Town Hill; junction of Lavenders Road/Swan Street; junction of Norman Road/Offham Road</li> <li>• <b>Right-hand turn out of Castle Way</b> – Leybourne Parish Council had held a residents' meeting concerning the prohibition of this turn</li> <li>• <b>Appledene</b> – the planning application had been refused on appeal</li> </ul>			
	[7.55 pm Mrs Smyth joined the meeting which became quorate]			
	<ul style="list-style-type: none"> <li>• <b>KCC Libraries</b> – it was proposed that these be put into a Trust; Mrs Dean had started a supporters group in Larkfield</li> <li>• <b>Local Plan</b> – T&amp;MBC had published its consultation version. The Green Belt boundary remained at the Bypass. T&amp;MBC had ignored WMPC's requests and had not even acknowledged receipt of the e-mail sent to Mr Ian Bailey and Ms Louise Reid. Clerk to chase for a reply. Mrs Dean was to attend a meeting the following day.</li> </ul>	Clerk	✓	✓
16/488	<b>MINUTES</b> of the meeting held on 11 July 2016 were approved and signed			
16/489	<b>MATTERS ARISING</b> from the minutes not otherwise on the agenda – None			
16/	<b>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</b>			
490.1	<b>WM Pharmacy</b> – Mrs Turner commented that she felt the pharmacy service in WM was not good.			
16/	<b>POLICING MATTERS</b>			
491.1	<b>Mobile Police Surgery</b> – PCSO Harrison reported that the mobile service was being cut. He sought WMPC's views on the usefulness of the service. Members felt that they would prefer Police resources to be used to provide a "walkabout" service which PCSO Harrison was providing.			
491.2	<b>Station Approach Road</b> – Mr Byatt reported that a lorry was often parked on the verge. He was informed that this verge was the responsibility of Network Rail, not Kent Highways.			
491.3	<b>Macey's Meadow and Railway boundary</b> – Mr Byatt asked if there had been any progress with this in view of the damage caused by Network Rail. He was informed that Macey's Meadow representatives had met Network Rail.			
16/	<b>BUSINESS PARKING REPORT</b>			
492.1	<p>Mrs Dean explained that Mr Byatt had been engaged as an independent consultant to prepare his report, which he presented to the meeting. He had contacted 143 businesses in WM, of which 50% provided personal services or were retail; 1200 employees were involved.</p> <p>One of the comments received often was that the business permit scheme was perceived as being unfair.</p> <p>Mr Merchant suggested that Mr Byatt add a factual synopsis at the beginning of the report.</p>	RB		
492.2	<b>Business Liaison Meeting</b> – Mrs Dean asked members to suggest the headline points to be put to T&MBC at the meeting with them on 19 September 2016. One of the suggestions from respondents to the Parking Survey was that there should be free period initially. Mrs Dean pointed out that T&MBC had already collected sufficient from the parking charges in			

	<p>three months to cover maintenance of <b>both</b> car parks. Mr Merchant proposed that a free period of at least one hour be allowed.</p> <p>Mrs Dean suggested that it would a nice gesture if T&amp;MBC permitted free parking in the period up to Christmas.</p> <p>[9pm Borough Cllr Shrubsole left the meeting]</p>			
<b>16/</b>	<b><u>CASUAL VACANCIES</u></b>			
<b>493.1</b>	<p><b>Resignation</b> – it was noted that Mr James (Jim) Galloway had resigned from the Parish Council with effect from 31 August 2016. Clerk to notify T&amp;MBC and advertise the vacancy. There were now two vacancies on the Parish Council.</p>	<b>Clerk</b>	✓	
<b>493.2</b>	<p><b>Applications</b> – one written application had been received, together with two verbal expressions of interest.</p>			
<b>16/</b>	<b><u>MORE POLICING MATTERS</u></b>			
<b>494.1</b>	<p><b>T&amp;M Crime Prevention Panel</b> – the minutes of their meeting held on 18 July 2016 were received. It was noted that the Panel had now been disbanded.</p>			
<b>494.2</b>	<p><b>Youth Meeting</b> – PCSO Harrison had had an informal meeting with a group of youths in WM. Mrs Dean reported that KCC would provide its Youth Bus on alternate weeks and had asked Mrs Dean to suggest a venue in WM, possibly on Wednesdays. The bus would carry sports equipment. The preferred venue was the Cricket Meadow. This was to be on the condition that there was proper supervision and would be for a six-month probationary period. Mrs Dean to take this forward.</p>	<b>TD</b>		
<b>16/</b>	<b><u>AMENITIES MATTERS</u></b> (the following matters had been referred from the inquorate meeting of the Amenities Committee held on 8 August 2016)			
<b>495.1</b>	<p><b>Fence Between Allotments and Macey's Meadow</b> – it was agreed that WMPC meet the shortfall of £50 in the cost.</p>			
<b>495.2</b>	<p><b>Letters to Allotment Tenants</b> – it was agreed that the Assistant Clerk write to tenants as suggested at the Amenities meeting.</p> <p>[Mrs Javens declared an interest in the following item as her property was adjacent to the hedge; she remained in the room but took no part in the discussion]</p>			
<b>495.3</b>	<p><b>Hedge Adjoining Woodland Close</b> – it was agreed that the work be carried out as suggested at the Amenities meeting.</p>			
<b>16/</b>	<b><u>FINANCIAL MATTERS</u></b>			
<b>496.1</b>	<p><b>Accounts for Payment</b> – totalling £12,149.72 were approved. Payments totalling £6,851.41 had been approved at quorate meetings since the previous Full Council.</p>			
<b>496.2</b>	<p><b>Financial Statement</b> was received.</p>			
<b>496.3</b>	<p><b>Financial Information</b> – receipt was noted from KCC of "Inside Track" no. 239.</p>			
<b>16/</b>	<b><u>MATTERS FOR REPORT</u></b>			
<b>497.1</b>	<p><b>Amenities Committee</b> – receipt was noted, for information, of the approved minutes of the meeting held on 4 July 2016 and draft minutes of meeting held on 8 August 2016</p>			
<b>497.2</b>	<p><b>Highways, Transportation &amp; Streetlighting Committee</b> – receipt was noted of the draft minutes of the meeting held on 15 August 2016. Mrs Dean pointed out that the WMPC budget was NOT in fact in deficit; the second instalment of the precept had not yet been received. Mrs Dean reported:</p>			

	<ul style="list-style-type: none"> <li>• New contractor appointed for streetlighting (Mr Ken Bonner)</li> <li>• He has carried out 42 repairs</li> <li>• Phase 2 would be authorised in due course</li> <li>• But it was necessary to satisfy structural and electrical safety requirements.</li> <li>• Mrs Dean had asked KCC if WMPC needed to ask Mr Bonner for his electrical certification – Mr Harriott had done so</li> <li>• Just a visual survey was not sufficient</li> </ul>			
497.3	<b>Planning Committee</b> – receipt was noted, for information, of the approved minutes of the meeting held on 19 July 2016 and the draft minutes of the meeting held on 23 August 2016			
497.4	<b>Macey's Meadow Advisory Committee</b> – the minutes the meeting held on 12 August 2016 were not yet available. These minutes would be made available for the meeting of the Amenities Committee to be held on 12 September 2016.			
497.5	<b>ASB Joint Action Group (formerly CCTV meeting)</b> – receipt was noted of the notes of the meeting held on 19 July 2016; it was noted that the next meeting would be held on 13 September 2016.			
497.6	<b>Malling Action Partnership (M.A.P.)</b> – no report			
497.7	<b>Rotary House</b> – no report			
497.8	<b>School Governors</b> – no report			
497.9	<b>Malling Society</b> – Mrs Barbara Earl (Secretary, Malling Society) had provided a copy of their minutes. Mrs Dean would be contacting Mrs Earl and Mrs Molly Potts (Chairman, Malling Society) regarding setting up a meeting about Douces Manor/The Twitch Inn. [9.50pm Miss Barkham left the meeting]			
497.10	<b>Christmas Lights Committee</b> – Mrs Javens reported that the current Manager and Community Organiser of Tesco had agreed to arrange the Christmas Lights event; there would be a meeting on Thursday of this week.			
497.11	<b>Chamber of Commerce</b> – see above			
497.12	<b>KALC/NALC/ACRK</b> – to note receipt of: <ul style="list-style-type: none"> <li>• KALC "Parish News" July 2016 – circulated to all members</li> <li>• KALC T&amp;M meeting – draft minutes of meeting held on 4 August 2016 and verbal report from Mr Ben Merchant were received <ul style="list-style-type: none"> <li>❖ Topics discussed included devolution of powers</li> <li>❖ Neighbourhood Plans – some other Parish Councils wished to arrange jointly to have e.g. a consultant</li> <li>❖ Training through NALC</li> <li>❖ Speedwatch: other Parish Councils complained about the lack of response from the Police.</li> </ul> </li> </ul>			
16/498	<p><b><u>MEETING DATES</u></b></p> <p>Amenities Committee – Monday 12 September 2016 (concentrating on allotments)  <del>Finance &amp; General Purposes Committee</del> – Monday 19 September 2016 @ Clout – this was changed to an Extraordinary Meeting of the Parish Council  Planning Committee – Tuesday 20 September 2016  Highways, Transportation &amp; Streetlighting Committee – Monday 17 October 2016 @ Clout</p> <p>Macey's Meadow Advisory Committee – Wednesday 26 October 2016  ASB Joint Action Group (formerly CCTV meeting) – Tuesday 13 September 2016, 4pm @ WM CEP School</p>			

16/ 499	<p><b><u>REPORT OF BOROUGH COUNCILLORS</u></b></p> <p>Report from Borough Cllr Mrs Luck is appended to these notices. (Appendix 1)</p>			
16/ 500	<p><b><u>CORRESPONDENCE</u></b> was received as detailed on the separate sheet</p> <p>[10pm Mrs Dean asked members to agree to suspend Standing Orders to allow the meeting to continue beyond 10pm. This was agreed.</p> <p>Borough Cllr Mrs Luck and Mrs Turner left the meeting]</p>			
16/ 501	<p><b><u>CONFIDENTIAL ITEM</u></b></p> <p>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</p>			
16/ 502	<p><b><u>APPOINTMENT OF NEW CLERK</u></b></p> <p>Mrs Dean reported:</p> <ul style="list-style-type: none"> <li>• There had been eight applicants for the post of Parish Clerk</li> <li>• The Interviewing Panel had interviewed all applicants</li> <li>• And had then shortlisted down to two</li> <li>• The Interviewing Panel wished to allow ALL members of WMPC the opportunity to meet the two candidates</li> <li>• It was agreed to hold a meeting on Monday 19 September 2016 @ the Clout as an Extraordinary Meeting of the Parish Council</li> </ul>			
	Clerk to both two meeting rooms at the Clout.	Clerk	✓	
	Clerk to draft a rejection letter to be sent on behalf of Mrs Dean to the unsuccessful candidates.	Clerk	✓	
	[subsequent to the meeting one of the shortlisted candidates withdrew, leaving just the one Mrs Claire Christmas]			
	<p>There being no further business, the Chairman thanked members for attending and closed the meeting at 9.30pm</p> <p>Signed.....</p> <p>Date.....</p>			

## APPENDIX 1

West Malling Parish Council 5<sup>th</sup> September 2016Councillor's Report

Village green bench has a broken slat in the seat, they both are very tatty, could catch clothing etc  
Reported the piece of iron that has been put over the stream outlet, to stop rubbish going through on the Abbey side of Water Lane, looks out of place in a conservation area.

Reported. Junction of Fatherwell Road where Sandy Lane becomes Norman Road and illegal encampment of cars, vans, camper van vehicle with a hydraulic device, people obviously living there

The High Street Innovation Fund April 2014 grant for £7.500 from Tonbridge & Malling to enhance the High Street, Chamber of Commerce suggested signage. The planning permission has to be in before the end of September Local Plan, Green Belt. The proposal of extending the Green Belt to the Ashton Way, the small hamlet of New Barns is on the other side of Ashton Way / A 228. I will put forward that it should be included into the addition of the Green Belt. The local residents had a meeting with Tom our Member of Parliament on 2<sup>nd</sup> September. They will form a 'residents group'

Arundel House, I had an e-mail from Carlos Dublane who is their planning representative. They have blocked up the holes the pigeons were using, and getting quotes for repairs to the building

M20 works to extend the bridge at Junction 4 have ceased, cannot do any pilling due to the ground structure.

M20 foot bridge that collapsed, could have been a lot worse considering the amount of traffic that use the M20

Leybourne had a public meeting to ask the residents views on the closer of the end of Castle Way onto the junction