

WEST MALLING PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF THE PARISH COUNCIL
TO BE HELD ON MONDAY 3RD OCTOBER 2022, 7.30 PM.
AT WEST MALLING VILLAGE HALL, NORMAN ROAD, WEST MALLING

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest** – to receive
3. **To approve the minutes** of the Parish Council Meeting held on 4th July 2022
4. **Matters Arising** from the minutes not otherwise on the agenda
5. **Chairman's Announcements**
6. **Questions from members of the public and councillors**
7. **Policing Matters**
 - 7.1 **Police Update** – to note receipt of July, August & September report - previously circulated.
 - 7.2 **Other Policing Matters**

Matters requiring decisions

8. **Local Plan**
 - 8.1 to note that Regulation 18 Local Plan [Annex 1] consultation opened on Thursday 22nd September and will close on Thursday 3rd November.
<https://tmbc.inconsult.uk/TMBCLocalPlanReg18/consultationHome>
 - 8.2 to note that a public meeting was held on Sunday 25th September and that further to the meeting WMPC will be considering resident responses / feedback and will be drafting the WMPC formal response. It is expected that the response will be agreed at an extraordinary meeting on Tuesday 25th October.
9. **West Malling Public Conveniences**
 - 9.1 **Potential new toilet block** - to note that WMPC has formally advised T&MBC of their preferred site for a potential new toilet block within the T&MBC car park situated behind Tesco.

The suggested site is on the left as you enter the car park using the main entrance, this site is currently used for motorcycle parking and is identified as 'site 2' in WMPC's letter to T&MBC of 4th April 2022. To ratify that decision and to agree any further response.

9.2 King Street toilet block - to review the decision to fund the existing toilet block whilst negotiations with T&MBC continue, any future funding will be from Council reserves.

- 10. Donations**– to consider recommendation from the meeting of F&GP Committee that Kent Young Carers (Imago Community) receive a donation in the sum of £500.

- 11. Standing Orders** – to receive

NALC Model Standing Orders & WMPC's Draft Standing Orders to receive and consider for adoption the draft document

- 12. Financial Regulations** – to receive

NALC Model Financial Regulations & WMPC's Draft Financial Regulations – to receive and consider for adoption the draft Regulations.

- 13. Environmental Policy** – to receive and consider the draft policy

- 14. Macey's Meadow Risk assessment** – to receive draft updated volunteer risk assessment – to agree

- 15. Remembrance Day / Armistice Day** – to consider arrangements for both Friday 11th November and Sunday 13th November.

Amenities.

- 16. Litter picking** – recommendation from the Amenities Committee that Full Council consider employing a litter picker for a period of 2 hours per week as from October 2022. This is not within the Amenities budget for 22/23 and therefore any sums will need to be taken from reserves. Cost implications for the Council to be provided in a separate paper.

- 17. Land West of Age Concern** – to consider the quote in the sum of £148.44 for the repair of one bench and cost to oil the remaining benches - this sum will need to be taken from reserves.

18. Financial & Administrative Matters

18.1 Accounts for Payment

- 18.2** To note that payments in the sum of £4761.60 were authorised at the Amenities Committee meeting on 8th August; the sum of £12,011.60 authorised using delegated powers on 12th September & the sum of £1799.16 were authorised at the F&GP Committee on 26th September

18.3 Financial Statement up to 29th September 2022

- 18.4 External Audit 2021/22** to receive notice from external auditor PKF Littlejohn of completion of the audit for the year ended 31 March 2022– report attached

- 18.5 Unity Trust Bank** – to reconsider signatories for the new bank account.

Matters for Report

- 19. To receive/approve**, as appropriate, the reports of committees and representatives:
- 19.1 Amenities Committee** – to receive, for information, agreed minutes of the meeting held on 11th July and 8th August and the draft minutes of the meeting held on 5th September
 - 19.2 Planning Committee** – to receive, for information, agreed minutes of the meeting held on 26th July and 23rd August and to receive a verbal report of the meeting held on 27th September
 - 19.3 Climate Change & Biodiversity Action Group** – to receive the agreed minutes of the meeting held on 12th July and the draft minutes of the meeting held on 15th August.
 - 19.4 Finance & General Purposes Committee** – to receive a verbal report of the meeting held on 26th September
 - 19.5 Macey’s Meadow** – to receive a verbal report of the meeting held on 27th July.
 - 19.6 Malling Action Partnership (M.A.P.)**
 - 19.7 School Governors**
 - 19.8 Malling Society**
 - 19.9 Chamber of Commerce / Christmas Lights Committee**
 - 19.10 Tonbridge & Malling Borough Council:**
Parish Partnership Panel – to receive the draft minutes of the meeting held on 1st September and to note the next meeting date of 3rd November 2022
 - 19.11 KALC/NALC/ACRK/CPRE**
KALC News July & August 2022 (previously circulated)
KALC T&M meeting – to receive draft minutes of the meeting held on Thursday 21st July and to note that the next meeting will be held on 13th October at Ryarsh Village hall
KALC T&M – to receive climate change questionnaire which is to be completed by 10th October – to agree if WMPC should respond.
KALC AGM – to be held on Saturday 19th November at Ditton Community Centre.
 - 19.12 Blaise Farm Liaison meeting** – to note that a meeting was held on 15th September and to receive a verbal report from Mrs Dean .

Administration

- 20. Committee Meeting dates** – to agree/note dates for meetings where necessary and/or receive update on progress of:
Amenities – Monday 10th October – West Malling Village Hall
Highways – Monday 17th October – Clout
Planning – Tuesday 25th October – West Malling Village Hall
- November Full Council – Monday 7th November
- 21. Report of Borough Councillors**

22. Report of County Councillor

23. Correspondence

Town & Country Planning Journal July – August 2022 (available from the office)
Countryside Voices Summer 2022 CPRE (available from the office)



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