

WEST MALLING PARISH COUNCIL

**ALL COUNCILLORS ARE HEREBY SUMMONED TO ATTEND THE NEXT FULL COUNCIL MEETING OF THE PARISH COUNCIL
TO BE HELD ON MONDAY 4TH MARCH 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 5th February
4. **Matters Arising from the minutes** not otherwise on the agenda
5. **Chairman's Announcements**
6. **Public session** An opportunity for residents to raise questions and issues within the Parish in accordance with Standing Orders. Members of the public may make only one address to the council of no more than five minutes' duration. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration. This session shall not exceed fifteen minutes unless directed by the chairman of the meeting.
7. **Questions from councillors**
8. **Policing Matters**
 - 8.1 **Police Update**
 - 8.2 **Other Policing Matters**

Matters requiring decisions

9. **Local Plan** – to receive an update if available
10. **Rotary House**

Please note that due to the confidential nature of this item (legal matters) it may be 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

To receive an update if available
11. **King Street Public Conveniences**
 - 11.1 to note that transfer of the legal title took place on 14th February and to note that there is a significant delay in the Land Registry processing title paperwork.

11.2 to note that the associated cost of transfer (legal matters) in the sum of £4115.20 + VAT – this figure is for legal advice, indemnity insurance and searches as outlined in the Gullands invoice circulated with this agenda.

Additional expenses in connection with taking on ownership – Fire Risk Assessment £200 and electrics and PAT tests £432.00. Total expenditure to date £4747.20

11.3 to note that energy/money saving modifications are currently being explored, this, the Fire Risk Assessment and maintenance of the block to be considered at Amenities Committee moving forward.

11.4 utility bills – to note that agreement has been reached with TMBC for the period 22/23. On receipt of the invoice an application will be made to Full Council for part of the outstanding sum to be paid from reserves.

- 12. Annual Parish Meeting** – to consider arrangements for the meeting including date and potential topic for presentation. This is to be held between 1st March and 1st June inclusive.
- 13. EV Charging Points at Village Hall Car Park** – to receive email from KCC regarding the length of any potential lease between WMPC and KCC. To note that WMPC has not yet agreed to proceed with the scheme and that this will be subject to future discussions.
- 14. 80th Anniversary of D Day Landings – 6th June** – to receive email from Rev'd Green and to agree a way forward.
- 15. Working Groups** – arrangements to be made on formalising Terms of Reference for both the Climate Change & Biodiversity Action Group and the Neighbourhood Plan Working Group. To be finalised by the May meeting.
- 16. Financial & Administrative Matters**
- 16.1 Accounts for Payment** - to receive
- 16.2** To note that payments in the sum of £6060.38 were authorised at the Highways meeting on 19th February and the sum of £5.99 was authorised at the Planning meeting on 27th February.
- 16.3 Financial Statement up to 29th February** – to receive
- 16.4 Payroll arrangements** – to note that payroll has for a number of years been undertaken by Mr Dean and that it has been agreed that from April 2024, payroll be undertaken by another individual or company. The Clerk has obtained 3 quotes for this service and asks that the Council consider outsourcing payroll from April 2024. These costs will need to be taken from reserves as they have not been budgeted for. Quotes circulated. Agreement to be reached on a way forward.

Matters for Report

- 17. To receive/approve**, as appropriate, the reports of committees and representatives:
- 17.1 Amenities Committee** - to receive, for information, the draft minutes of the meeting held on 12th February.

- 17.2 Highways Committee** - to receive, for information, the draft minutes of the meeting held on 19th February.
- 17.3 Planning Committee** – to receive, for information, the agreed minutes of the meeting held on 9th February and the draft minutes of the meeting held on 27th February
- 17.4 Broadwater Action Group**
- 17.5 Malling Action Partnership (M.A.P.)**
- 17.6 School Governors**
- 17.7 Malling Society**
- 17.8 Chamber of Commerce / Christmas Lights Committee** – to receive the minutes of the meeting held on 6th February.
- 17.9 Tonbridge & Malling Borough Council:**
Parish Partnership Panel – to note receipt of the presentation slides following the informal online meeting which concentrated on the Agile system. To note that the next meeting date is 30th May.
- 17.10 KALC/NALC/CPRE**
KALC T&M – to note that the next meeting will be held on Thursday 18th April in person.

Administration

- 18. Committee Meeting dates** – to agree/note dates for meetings where necessary and/or receive update on progress of:

Amenities – Monday 11th March – West Malling Village Hall, 7.30pm
Climate Change & Biodiversity Action Group – Thursday March 14th 6.30 at The Clout
F&GP – Monday 18th March at The Clout, 7.30
Planning – Tuesday 26th March at West Malling Village Hall, 7.30

April Full Council, Monday 8th April – West Malling Village Hall, 7.30
Macey's Meadow Advisory Committee – Thursday 11th April

- 19. Report of Borough Councillor**

- 20. Report of County Councillor**

- 21. Correspondence**

Open Space Spring 2024 booklet – available from the office
Letter received from We Are Beams re Section 137 donation – previously circulated.



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28th February 2024