

# 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 4<sup>TH</sup> NOVEMBER 2024 7.30 PM. AT WEST MALLING VILLAGE HALL, NORMAN ROAD, WEST MALLING**

## AGENDA

1. **Apologies for Absence** – to receive [LGA 1972 s85(1)]
2. **Declarations of Interest** – to receive [LA 2011 s31]
3. **To approve the minutes** of the Parish Council meeting held on 7th October [LGA 1972 Sch 12. Para 41(1)]
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** – to receive if available.
  - 8.2 **Other Policing Matters** – to note

### Matters requiring decisions

9. **Local Plan**
  - 9.1 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

  - 10.1 - to receive update
11. **Streetlighting** – to receive a recommendation from the Highways Committee that works be undertaken to the following columns to be funded from reserves:  
Column 83, £1,395 + VAT (replacement lantern);  
Column 87, £1,395 +VAT (replacement lantern)  
Column 15, £1477.50 + VAT (potential reduction of column and replacement lantern)  
Column 37, £350 + VAT (replacement SL8 lantern)  
Total: £4617.50

- 12. Remembrance Day/Armistice Day**  
 12.1 - to review arrangements for both Sunday 10<sup>th</sup> November and Monday 11<sup>th</sup> November.  
 12.2 – to ratify the decision to purchase a Women in War Statue for the sum of £145.83 + VAT
- 13. Neighbourhood Plan Steering Group** – to ratify the decision to fund £500 from reserves for the costs of running the Neighbourhood Plan public meeting on Sunday 24<sup>th</sup> November.
- 14. Amenities Risk Assessments** – to receive recommendation from the Amenities Committee that the draft risk assessments for the ballpark, playing fields, children’s play area, and allotments be agreed.
- 15. Remote and hybrid attendance and proxy voting at local authority meetings in England** – to consider WMPC response to Government consultation.  
[Enabling remote attendance and proxy voting at local authority meetings - GOV.UK](#)  
 Deadline 19<sup>th</sup> December
- 16. Projector and Screen** – to receive quote from Vision Sync Ltd in the sum of £1041.08 + VAT for the supply of projector and screen.
- 17. Confidential Item** – to agree a motion that in view of the confidential nature of the business to be transacted it is 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 (staffing matters)
- Salaries** – to note receipt of the 2024/25 National Salary Award – to agree back pay calculations from reserves – figures circulated separately.
- 18. Financial & Administrative Matters**
- 18.1 Accounts for Payment** - to receive  
**18.2** To note that payments in the sum of £2022.41 were authorised at the Amenities meeting on 14<sup>th</sup> October and £713.70 at the Highways meeting on 21<sup>st</sup> October To note the correction to accounts for payment sheet for 14<sup>th</sup> October to now include VAT for the RBLI payment  
**18.3 Financial Statement up to 31<sup>st</sup> October** – to receive  
**18.4 Financial breakdown** – to receive

### Matters for Report

- 19. To receive/approve**, as appropriate, the reports of committees and representatives:
- 19.1 Amenities Committee** - to receive, for information, the draft minutes of the meeting held on 14<sup>th</sup> October
- 19.2 Highways Committee** - to receive, for information, a verbal report/draft minutes of the meeting held on 21<sup>st</sup> October
- 19.3 Planning Committee** - to receive, for information, the draft minutes of the meeting held on 29<sup>th</sup> October
- 19.4 Neighbourhood Plan Steering Group** – to receive the approved minutes of the meeting held on 9<sup>th</sup> October.
- 19.5 Climate Change & Biodiversity Action Group** – to receive a verbal report/notes of the meeting held on 24<sup>th</sup> October
- 19.6 Macey’s Meadow Advisory Group** - to receive a verbal report/notes of the meeting held on 31<sup>st</sup> October
- 19.7 Broadwater Action Group**

- 19.8 Malling Action Partnership (M.A.P.)**
- 19.9 School Governors**
- 19.10 Malling Society**
- 19.11 Chamber of Commerce** – to note the arrangements for the judging of the Christmas window competition.  
To receive the minutes of the October meeting and to note the next meeting date of Wednesday 6<sup>th</sup> November 5.30pm upstairs at The Swan
- 19.12 West Malling Group Practice – Patient Participation Group** – to receive notes from Cllr Margetts of the October meeting.
- 19.13 Tonbridge & Malling Borough Council:**  
Parish Partnership Panel – to note that the next meeting is scheduled for 21<sup>st</sup> November.
- 19.14 KALC/NALC/CPRE**  
**KALC T&M** – to receive minutes of the meeting held on 26<sup>th</sup> September and to note that the next meeting is scheduled for 12<sup>th</sup> December via Teams.  
**AGM** – to note AGM date of 30<sup>th</sup> November to be held at Ditton Community Centre

#### Administration

- 20. Committee/Working Group Meeting dates** – to agree/note dates for meetings where necessary and/or receive update on progress of:
- Amenities – Monday 11<sup>th</sup> November – West Malling Village Hall, 7.30pm  
F&GP - Monday 18<sup>th</sup> November – The Clout, 7.30pm  
Planning - Tuesday 29<sup>th</sup> November - West Malling Village Hall, 7.30pm
- December Full Council – 2<sup>nd</sup> December - West Malling Village Hall, 7.30pm
- 21. Report of Borough Councillor**
- 22. Report of County Councillor**
- 23. Correspondence –Town & Country Planning Association Journal Oct 2024**  
**Kent Countryside Voice – Autumn/Winter 2024**  
**Kent Surrey Sussex Air Ambulance** – to receive letter of thanks for Section 137 donation



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30<sup>th</sup> October 2024