

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 3RD MARCH 2025 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 meetings held on 3rd February 2025 [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 note receipt of TMBC questionnaire response summary.
 - 8.2 **Other Policing Matters** – to note

Matters requiring decisions

9. **Local Plan**
 - 9.1 to note that Land Availability Assessment (LAA)/call for sites has re-opened. Site submissions can be made up until **5pm on 26th March**.
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 ratify the decision to send a formal letter to Precious Gems requesting sight of their Fire Risk Assessment, this is to ensure that WMPC is aware of any obligations that might arise from it.
 - 10.2 – to agree a way forward.
11. **Highways – Swan Street additional streetlight** – to receive a recommendation from the Highways Committee that an architect be employed to produce a scale drawing as part of the planning permission paperwork; this document having been requested by TMBC. To receive quote in the sum of £110 This sum to be taken from reserves.
12. **Summary review, Premises Licence, Joiners Arms** – to note that there is to be a review of the premises licence with the hearing to be held on 24th March. To agree WMPC representations.

13. **WMPC logo** – to receive the suggested logo and to agree a way forward
14. **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.
15. **VE Day 8th May** - to consider if WMPC will mark the 80th anniversary
16. **West Malling Village Hall Committee** - to receive notification of the resignation of the Chair and Secretary from the Village Hall Management Committee. To discuss the way forward to appointing replacement members.

17. **Financial & Administrative Matters**
 - 17.1 **Accounts for Payment** - to receive
 - 17.2 To note that payments in the sum of £359.28 were authorised at the Amenities meeting on 10th February
 - 17.3 to note the Clerk's delegated decision to authorise costs for emergency works to the public conveniences in the sum of £375 +VAT. Section 5.18 WMPC Financial Regs.
 - 17.3 **Financial Statement up to 30th January** – to receive

Matters for Report

18. **To receive/approve**, as appropriate, the reports of committees and representatives:
 - 18.1 **Planning Committee** – to receive, for information, draft minutes of the meeting held on 7th February
 - 18.2 **Amenities Committee** - to receive, for information, draft minutes of the meeting held on 11th February
 - 18.3 **Highways Committee** - to receive, for information, draft minutes of the meeting held on 17th February
 - 18.4 **Macey's Meadow Advisory Committee** – to receive, for information, draft minutes of the meeting held on 20th February
 - 18.5 **Neighbourhood Plan Steering Group** – to receive, for information, draft minutes of the meeting held on 24th February 2024
 - 18.6 **Climate Change & Biodiversity Action Group** – to receive the draft minutes of the meeting held
 - 18.7 **Broadwater Action Group**
 - 18.8 **Malling Action Partnership (M.A.P.)**
 - 18.9 **School Governors**
 - 18.10 **Malling Society**
 - 18.11 **Chamber of Commerce** – to note the next meeting is to take place on 11th March (venue tbc) and to further note the AGM is scheduled for 1st April.
 - 18.12 **West Malling Group Practice – Patient Participation Group** –to note that the next meeting is scheduled for 5th March.

18.13 Tonbridge & Malling Borough Council:

Parish Partnership Panel – to receive notes produced by Cllr Mann of the meeting held on 6th February.

18.14 KALC/NALC/CPRE

KALC T&M – to note the next meeting date is either Thursday 10th or 24th April - tbc

Administration

19. Committee/Working Group Meeting dates – to agree/note dates for meetings where necessary and/or receive update on progress of:

Amenities – Monday 10th March – West Malling Village Hall, 7.30pm

F&GP – Monday 17th March – The Clout, 7.30pm

Planning - Tuesday 25th March – West Malling Village Hall, 7.30pm

April Full Council – Monday 7th April - West Malling Village Hall, 7.30pm

20. Report of Borough Councillor

21. Report of County Councillor

22. Correspondence:

Open Space – Spring 2025

Town & Country Planning Journal – Jan/Feb 25



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26th February 2025