

# WEST MALLING PARISH COUNCIL

## MINUTES OF A MEETING OF THE PARISH COUNCIL HELD ON 1<sup>ST</sup> JUNE 2015, 7.30PM AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

**Present:** Mrs T Dean (Chairman)  
Mr J Galloway  
Mr S Harriott  
Mrs L Javens  
Mrs C Lane  
Ms H Marlor  
Mr R Selkirk  
Mr P Stevens

**Also in attendance:**

Ms Linda Sinclair (Kent Police Volunteer and Neighbour Watch co-ordinator)  
Borough Cllr Miss Shrubsole  
Borough Cllr Mr Luker (from 7.45pm)  
Mr B Tyson (KM correspondent)

Clerk (minute-taker)  
Assistant Clerk

Minute		Action by	Action taken	Response
15/230	<b>APOLOGIES FOR ABSENCE</b> were received from Mr Bullard, Mr Carroll and Mrs Smyth; also from Borough Cllr Mrs Luck and PCSO Harrison			
15/231	<b>DECLARATION OF ACCEPTANCE OF OFFICE</b> Mr Galloway signed his Acceptance of Office form; all members had now signed.			
15/232	<b>DECLARATIONS OF INTEREST</b> None other than those routinely declared.			
15/233	<b>MINUTES</b> of the meeting held on 18 May 2015 were approved and signed			
15/	<b>MATTERS ARISING</b> from the minutes not otherwise on the agenda			
234.1	<b>(15/208) South East Coast Ambulance Service</b> – Ms Marlor had attended this event on 27 May 2015; her report is appended to these minutes (Appendix 1). Ms Marlor reported that their Service had been completely reorganised. Ms Marlor suggested it might be a good idea to invite a representative to attend a meeting of WMPC.			
15/235	<b>CHAIRMAN'S ANNOUNCEMENTS</b> – None			
15/	<b>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</b>			
236.1	<b>Town Hill, Speed Checks</b> – Mr Galloway understood that speed checks had been carried out by the Police on Town Hill recently. Mrs Dean confirmed that this was so and a speed gun had been used. The Clerk was to ask for some feedback on the results.	Clerk	✓	

236.2	<p><b>Zebra Crossing</b> – Mr Galloway asked if an offence were being committed if a motorist drove across the zebra crossing whilst a pedestrian was actually on the crossing. If so, what action could the aggrieved party take? Mrs Dean stated that an offence was being committed; this should be reported to the Police using their general 101 number and also to WMPC to enable a log to be maintained for reference.</p>			
15/237	<p><b><u>COLD CALLING CONTROL ZONES</u></b></p> <p>Mrs Dean welcomed Ms Linda Sinclair (Kent Police Volunteer and Neighbour Watch co-ordinator) to the meeting.</p> <p>Mrs Dean summarised the background to this item: (see minute 15/153.2) WMPC had expressed an agreement in principle for the introduction of CCCZ in WM but had been informed by T&amp;MBC (by e-mail from Mrs Alison Finch in 2008 and then in a briefing note for the Parish Partnership Panel in 2013) that this would require a Neighbourhood Watch Scheme to be in place.</p> <p>However it was now apparent that this, although ideal, was not obligatory.</p> <p>Ms Sinclair introduced herself and offered the following information:</p> <ul style="list-style-type: none"> <li>➤ Cold Calling is not a crime <i>per se</i></li> <li>➤ It may however be a precursor to criminal activity e.g. identifying vulnerable residents who are later burgled</li> <li>➤ Callers often target elderly and/or vulnerable residents and pass this information on to criminals</li> <li>➤ When it is agreed to set up such a scheme, residents will be contacted by letter asking if they would support the introduction of a CCCZ and explaining about distraction burglaries</li> <li>➤ A 100% response from residents is not required but do need to establish that there is support (say 50% support)</li> <li>➤ Ms Sinclair can arrange for reply slips to be left at convenient locations e.g. local library, local store and she would then collect them</li> <li>➤ Ms Sinclair would contact local agencies, including Age UK and Police</li> <li>➤ Ms Sinclair can do the preparatory work – letters</li> <li>➤ <b>Mrs Dean stated that WMPC would do the printing of letters</b></li> <li>➤ Ms Sinclair stated that signage would be needed, usually at each end of roads involved, cost about £20 per sign</li> <li>➤ a Local Hall would be used for launch event; <b>WMPC would cover the cost of this</b></li> <li>➤ Kent Trading Standards would attend the Launch, hopefully the local PCSO</li> <li>➤ Information would be given as to how to deal with cold callers</li> <li>➤ Encourage family members of elderly residents to attend the event</li> <li>➤ Ms Sinclair would ask residents for details of utility companies so that she can contact them to explain that a CCCZ was being introduced. Most utility companies have the possibility for a password to be set up so that <i>bona fide</i> callers from the utility can contact residents</li> <li>➤ CCCZ needs to be monitored</li> <li>➤ Every resident is given a sign to be displayed on their property</li> <li>➤ Takes about 7 weeks to set up</li> <li>➤ WMPC would ideally like the CCCZ to be parish-wide</li> <li>➤ Clerk to send Ms Sinclair a list of roads in WM</li> <li>➤ Ms Sinclair would want someone in each road to act as co-ordinator – ideally someone with e-mail</li> <li>➤ Ms Sinclair left a supply of factsheets about CCCZs generally</li> <li>➤ Ms Sinclair agreed that her mobile phone number be incorporated in the minutes: 07967 225 470</li> </ul>	Clerk	✓	
	Members agreed that CCCZ be considered at the F&GP meeting. Clerk to note.	Clerk	✓	
15/	<b><u>POLICING MATTERS</u></b>			
238.1	<b>Policing Report</b> – PCSO Harrison's report is appended to these minutes (Appendix 2).			

	It was noted that the PCSO was visiting Police Station Road on a regular basis. PCSO Harrison's report stated that following an incident in the car park behind Tesco, no CCTV evidence available. Clerk was to ask T&MBC about CCTV coverage in the car park behind Tesco.	Clerk	✓	
<b>238.2</b>	<p><b>Other Policing Matters</b> – Mrs Dean reported that she would be attending a meeting with Chief Inspector Gill Ellis during the week.</p> <p>The Clerk was asked to circulate to all members the advice received from Sgt Mott regarding recovery vehicles:</p> <p>“I [Sgt Mott] have spoken to VOSA who are the agency that would deal with this issue. They are available on 01634 372722 if you want to discuss this further with them.</p> <p>However, from asking a generic question of them the situation appears to be that if this vehicle is a front line recovery vehicle (ie one that is called out to recover broken down/accident vehicles) either subcontracted or owned by someone like the AA and is parked near the driver's home address because he might be called out at any time then it is allowed to be there. However, there are of course all sorts of variations on this – could be used by the owner for his own stock car transport/is over permitted weight/has vehicle on back which means offences are committed. These vehicles are also subject to the same parking rules as the rest of us, so no obstruction, parking on double yellow lines and no dangerous position. Obstruction and dangerous position are very subjective offences. “</p>	Clerk	✓	
<b>238.3</b>	<p><b>Summary of Licensable Activity</b> – members were invited to consider a response, if any, to this document from T&amp;MBC (already circulated to members). Members had no comments to offer.</p>			
<b>15/239</b>	<p><b><u>WEST MALLING PARISH PLAN</u></b></p> <p>Some members (including Mr Selkirk and Ms Marlor) had responded to Mr Harriott; other comments were awaited over the next few weeks. Mr Selkirk was asked to send his comments to the Clerk so that these could be circulated to all members.</p>	RS/ Clerk	✓	
<b>15/240</b>	<p><b><u>WM PARKING REVIEW</u></b></p> <p>Mr Selkirk reported that he had updated his original draft and sent this to Mrs Dean and Mr Bullard.</p> <p>Clerk was to place an item on the agenda for WMPC's HT&amp;S meeting scheduled for 15 June 2015 for further discussion of the draft.</p> <p><b>Public Exhibition</b> – Mrs Dean would speak to WM School about a revised date (possibly weekend of 28 June 2015 – date subsequently amended).</p>	Clerk TD	✓	
	<p><b>Joint Transportation Board</b> – the Clerk was to check the date of the next JTB meeting as there was a suggestion that there might be a clash of dates.</p> <p>[* subsequent to the meeting, the Clerk ascertained from the T&amp;MBC website that the date of the next JTB meeting was 28 September 2015]</p>	Clerk	*	
<b>15/241</b>	<p><b><u>T&amp;MBC ECONOMIC REGENERATION STRATEGY</u></b></p> <p>Members were asked to consider response (consultation document already circulated to members).</p> <p>The deadline given by T&amp;MBC was 1<sup>st</sup> June 2015 but T&amp;MBC (Mr Mark Raymond) had agreed to allow additional time.</p> <p>Mr Stevens commented</p> <ul style="list-style-type: none"> <li>❖ the Strategy was very Tonbridge-centric</li> <li>❖ would like the Safer Towns Initiative to be rolled out to WM</li> <li>❖ must be wi-fi enabled</li> <li>❖ WM has poor mobile signal</li> </ul>			

	<p>Mr Selkirk commented:</p> <ul style="list-style-type: none"> <li>➤ Parish Councils not mentioned until page 11</li> <li>➤ No link to Local Plan/Neighbourhood Plan</li> <li>➤ Ditton have applied for their own Neighbourhood Plan which is in the consultation phase</li> </ul> <p>Mrs Dean commented:</p> <ul style="list-style-type: none"> <li>▪ Should be specific <i>re</i> motorway junctions</li> <li>▪ Pleased to see reference to East Malling Research</li> <li>▪ Apprenticeships: many people struggle to achieve Level 2 which is a pre-requisite for apprenticeships</li> <li>▪ WMPC would like more control over balance of uses in retail centres</li> <li>▪ T&amp;MBC's own website often featured Tonbridge events but not WM events</li> </ul>			
	<p>It was agreed that Mrs Dean formulate a response to T&amp;MBC based on the discussion at the present meeting. [* see Appendix 3 for response]</p>	TD	✓	*
15/ 242	<p><b><u>LOCALISM ACT 2011, ASSET REGISTER</u></b></p> <p>The Clerk reported that further information had been received from T&amp;MBC (Mr Mark Raymond):</p> <p>“Thanks for a copy of the list. Happy to offer a few informal comments. The main test for the Parish to consider is the current extent of 'genuine' community use being made of the suggested assets. Of course, you are free to make nominations for all of them in due course if you wish so my informal comments are merely flagging up ones which might be hard for us to accept.</p> <p>Rotary House - this has already been nominated by Age Concern Malling and has been accepted. Police Office - I understand this has now closed so cannot be an AOCV</p> <p>The following suggestions from your list are ones which appear to have a clear 'community value':</p> <p>Clout Institute, High Street The Twitch Inn, Douces Manor (although the concern here is whether the use as a museum maybe 'ancillary' to the main residential use) WM Library, High Street Banky Meadow (I am assuming this is fully open for public access?) Short stay car park GP surgery More Park School WM CEP Primary School, Norman Road</p> <p>Those possibly lacking a clear community value:</p> <p>Tesco's, High Street (individual shops are difficult to accept as assets unless, for example, there is one remaining shop in a village which is vital for the needs of the local community) Pharmacy, High Street - as above Rail station - not convinced a rail station is of 'community value' Mill Yard barn - I would need further evidence as to the community use of this Appledene Farm - as above</p>			
	The Clerk was to circulate this further information to all members.	Clerk	✓	
	It was agreed that the Localism Act would be considered at the F&GP meeting. Clerk to note.	Clerk	✓	
15/ 243	<b><u>ACCOUNTS FOR PAYMENT</u></b> totalling £3,163.37 were approved.			

15/ 244	<b><u>FINANCIAL STATEMENT</u></b> showing bank reconciliation as at 22 May 2015 was received.			
15/ 245	<b><u>FUNDING INFORMATION</u></b>  Receipt was noted of "Inside Track" issue 227 from KCC			
15/	<b><u>MATTERS FOR REPORT</u></b>			
246.1	<b>Planning Committee</b> – receipt was noted of the draft minutes of the meeting held on 19 May 2015  Mr Selkirk reported that there had been considerable discussion at that meeting about the planning application for a car park opposite More Park.  Signage & Noticeboards – Mr Selkirk had spoken to Mrs Michelle Lane (Chamber of Commerce representative); a site meeting would take place once she returned from holiday.			
246.2	<b>Malling Action Partnership (M.A.P.)</b> – Mrs Dean reported: <ul style="list-style-type: none"> <li>• Applied for £12.5K grant for part-time post at the St James's Centre, East Malling to advise young people</li> <li>• M.A.P. has to be the Manager to oversee it, which M.A.P. does not usually do</li> <li>• Mrs Dean to send this to Mr Jim Galloway</li> <li>• Blue plaque scheme awaiting advice from T&amp;MBC</li> </ul>			
246.3	<b>Rotary House</b> – no report			
246.4	<b>Village Hall Management Committee</b> – Mrs Turner's report is appended to these minutes (Appendix 4)			
246.5	<b>School Governors</b> – no report			
246.6	<b>Malling Society</b> – no report			
246.7	<b>Christmas Lights Committee</b> – no report			
246.8	<b>Chamber of Commerce</b> – no report			
15/ 247	<b><u>MEETING DATES</u></b>			
	The following dates were noted/agreed:  Amenities Committee – Monday 8 June 2015 Highways, Transportation & Streetlighting Committee – Monday 15 June 2015 * Planning Committee – Tuesday 16 June 2015 Finance & General Purposes Committee – Monday 20 July 2015 [subsequently re-scheduled]  Macey's Meadow Advisory Committee – Wednesday 24 June 2015  * Mrs Dean and Mr Bullard were to call at Simmons Lighting's premises on Wednesday 3 June 2015 to discuss their carrying out of the contract.			
15/ 248	<b><u>REPORT OF BOROUGH COUNCILLORS</u></b>  Borough Cllr Mr Luker reported that some cabinet posts had been deleted and portfolios compressed.			

15/ 249	<p><b><u>REPORT OF COUNTY COUNCILLOR</u></b></p> <p>Cnty Cllr Mrs Dean reported:</p> <ul style="list-style-type: none"> <li>• Cost of Young Person's Pass to increase by £50 from September 2015</li> <li>• Timing unfortunate as parents will have chosen schools by now</li> <li>• Third and subsequent children will travel free</li> <li>• Streetlighting report regarding "non-consultation" on part-night lighting is on KCC website</li> </ul>		
15/ 250	<p><b><u>CONFIDENTIAL URGENT 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>		
15/ 251	<p><b><u>CONTRACT OF EMPLOYMENT FOR ASSISTANT CLERK, SICK LEAVE</u></b></p> <p>The Chairman reminded members that although the employment of the Assistant Clerk had been confirmed (minute 15/124 refers) no written contract of employment had yet been drawn up.</p> <p>In particular the Assistant Clerk had asked what her entitlement to paid sick leave would be as she had been unable to work for several days owing to having severe gastric flu.</p> <p>The Clerk reported that her own contract of employment stated:</p> <p>".....Your entitlement to sick pay and the conditions attaching thereto will be as set out in the scheme of conditions of service for local government officers. "</p> <p>The Clerk had ascertained from the National Joint Council For Local Government Services website that the sick leave entitlement was:</p> <p>"Employees are entitled to receive sick pay for the following periods:  During 1st year of service 1 month's full pay  and (after completing 4 months service) 2 months half pay  During 2nd year of service 2 months full pay and 2 months half pay  During 3rd year of service 4 months full pay and 4 months half pay  During 4th and 5th year of service 5 months full pay and 5 months half pay  After 5 years' service 6 months full pay and 6 months half pay  Authorities shall have discretion to extend the period of sick pay in exceptional cases."</p> <p>Members agreed that the Assistant Clerk's sick leave entitlement would be based on this on a <i>pro rata</i> basis.</p>		
	<p>Mrs Dean would liaise with the Clerk to draw up an appropriate contract for the Assistant Clerk's employment.</p>	TD	
	<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**

### **(FROM HAZEL MARLOR)**

Scheduled as an event to meet the *SECambS* governors and service staff, this was a very interesting and informative two hours!

The governors are volunteers/members of the public, elected to hold the National Health Trust to account and to provide a liaison service with local government at all levels. New members are always welcome; see contact card for further details.

The *SECambS+* staff members were very forthcoming and enthusiastic about the changes to the ambulance service.

Basically the revised service, including first response to 999 and 111 calls will be delivered from a network of 110 sites across a geographical area of 3,600 square miles (Brighton & Hove, East Sussex, West Sussex, Kent, Surrey, and North East Hampshire).

Locations listed on [http://www.secamb.nhs.uk/about\\_us/our\\_locations.aspx](http://www.secamb.nhs.uk/about_us/our_locations.aspx)

The call centre staff are trained to assess and action the most appropriate response which meets the needs of the patient. This can include an emergency ambulance response for life-threatening situations; a Critical Care Paramedic who can provide treatment on scene for the critically injured e.g. a car accident; a Paramedic Practitioner who can provide treatment in the home for minor injuries caused by falls or burns; Clinical advice provided over the phone by a nurse or paramedic when appropriate; followed up with working with partners to provide referrals to a GP, Community Nurse or Mental Health Team to lead to each patient receiving the care they need and reduce the number of visits to hospital.

I recommend Parish Councillors to check out the [www.secamb.nhs.uk](http://www.secamb.nhs.uk) website as the restructuring and revised operation of the ambulance service is being "road tested" over the next few months and there may be tweaks to the service if required.

#### **Summary**

The remit of the ambulance service has changed dramatically. Para-medics are trained to university degree level and are qualified to carry out complex medical procedures.

The ethos of the service is to take people to hospital if that is the only place they can receive the level of medical help they need.

It is recognised that going into hospital can be traumatic (even if the treatment itself is relatively minor) and often the best place for treatment is in the patients home or in the local surgery. Thus *SECambS* paramedics will increasingly operate in tandem with doctors' surgeries and other established care pathways, such as mental health and social care.

## **SECamb Members - Governor Contact Card**

### **Your Kent Public Governors:**

**Marguerite Beard–Gould**

marguerite.beard-gould@secamb.nhs.uk

**Maggie Fenton**

maggie.fenton@secamb.nhs.uk

**Robin Kenworthy**

robin.kenworthy@secamb.nhs.uk

**Michael Whitcombe**

michael.whitcombe@secamb.nhs.uk

### **Appointed Governor:**

**Michael Hewgill**

ftmembership@secamb.nhs.uk

(East Kent Hospitals Uni. NHS FT)

### **Membership Office:**

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T: 01273 484 821

www.secamb.nhs.uk

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## APPENDIX 2 (POLICING REPORT)

### Parish council

West Malling Council, monthly update for MAY 2015

### Crimes of note

#### Burglary

- A garage that was an annex to a house on St Leonards street was broken into and a number of -
- Petrol garage tools were taken, entry was gained by the removal of the roof tiles.
- Enquiries are on-going.

#### Theft-shoplifting

- 1 from a London Road petrol garage shop( meat taken )
- 1 from the same London Road petrol garage shop (meat taken)
- Two males identified for both thefts are helping police with their enquiries.
- 1 from London Road petrol garage shop (meat taken) suspect identified
- Enquiries are on-going

#### Theft

- A petrol garage on London Road a driver made off without payment of fuel
- CCTV evidence collected
- Enquiries are on- going

#### Theft

- A insecure pedal cycle stolen from front garden of a house on Alma Road
- No lines of enquiry

#### Theft from person

- A man had his mobile phone stolen whilst he was making a purchase in a newspaper shop on ---
- the High street.
- CCTV evidence collected
- Enquiries on -going

#### Criminal Damage

- A full length of a car was scratched on one side, whilst it was parked in the Tesco's car park off -
- the high street, sometime during the day whilst the owner was shopping.
- No CCTV and No lines of enquiry.

#### Criminal Damage

- A car parked in Swan Street was damaged ,during a assault outside the Swan public house

-a dent to the rear wheel arch and some scratches, the offender has been identified and is -----  
-helping police with their enquiries.

#### **Anti-social behaviour and other incidents of note**

#### **Updates of previous reported issues**

Crimes of a serious nature may not be disclosed as it may affect the outcome of an investigation.

## APPENDIX 3

### T&MBC Economic Regeneration Strategy

#### Structure of the document

##### 1.1 The lack of pagination, and policy numbering is a hindrance to responders.

1.2 We welcome the main thrust of the document and support the themes identified by Nick Heslop and the recent study commissioned by the West Kent Partnership.

It would be helpful to the reader if the document was then organised along one of these lists of themes.

A clear division between the first introductory description of the Borough economy, and the later sections setting out future policy would also be helpful.

1.3 Members were disappointed that the document is heavily Tonbridge centric. Setting aside those communities affected by flooding, there is one reference to East Malling Research Station, but otherwise no reference to any settlement outside of Tonbridge, even though the latter represents only a third of the population of the Borough and is rarely visited by Malling residents. Reference is usually to "other local centres". These should be defined and named please so we can be sure where we are being included, and where not.

1.4 Parish Councils are often ignored, most noticeably in the final Action Plan where they are not listed at all as partners.

Our specific comments on the text are set out below under the relevant section headings.

#### Working with our Partners.

**2,1 We would like to see Parish Councils referred to here.** We note that the recent scheme to support economic activity in local centres has suffered in West Malling and Larkfield as a result of having been offered direct to the Chambers of Commerce without involvement with the Parish Council. As a result the Chambers have been hindered by a lack of knowledge of procedures relating to highway regulation and planning requirements, and in available manpower to implement schemes when the majority of businesses have only one or two employees. We would like to be considered a partner in any future such schemes.

#### Planning for Growth

3.1 The Borough Council's approach to encouraging **Neighbourhood Plans** should be referred to in this section.

3.2 "Every effort should be made to meet the housing ..... needs " The Borough Council is correct to identify the need to provide affordable housing in this affluent area of West Kent. We would like to point out that West Malling Parish began the process a few years ago of getting approval for a small exception site for housing for local young people. The Borough Council agreed to fund the second stage of consultation but, despite reminders, has failed to do so and the project is stalled. **We would like the Borough Council's support in this to be renewed please.**

3.3 The Malling area generally has contributed to the housing needs of the Borough significantly at Kings Hill, Leybourne Grange, Holborough, Peters Village and north Larkfield. All have resulted in increased traffic on local roads, particularly the A20, which apart from A Quality Bus route, has seen little investment to improve traffic flows. This issue **MUST** Be addressed through the Local Plan by **support for local highway improvements to keep vehicles on main routes, and traffic speeds slowed in residential areas.**

#### Funding for Key Infrastructure ;

4.1 The A21 dualling, already largely funded, is listed for further improvement, **but the J5 M25 east facing slip roads need to be specified.** This is a project supported by KCC and KALC and is of enormous importance to all the Tonbridge and Malling villages from Wrotham to Leybourne along the A20 between J5 and J4 M20 as they suffer increased congestion and unacceptable pollution from through traffic as a result, and this is an inhibitor for further housing and commercial development.

**4.2 The need to improve traffic flows on the severely congested A20 corridor eastward from Leybourne to the Borough boundary urgent .** It affects West Malling, Leybourne, East Malling, Ditton and Aylesford. KCC has accepted the junctions are at and beyond capacity at intervals during the day. Further development is planned for Western side of Maidstone Borough which will aggravate this situation. The A20 capacity will be key to the Local Plan policies required to address the future land use of the commercial and industrial area of Malling where there is already competition between housing and employment uses.

**4.3 We welcome the commitment for support for East Malling Research Station and the high quality research business which could be further developed there. .**

## Supporting Business

5.1 The brief reference to supporting farmers, foresters and other rural based industries needs to be more targeted. **We hope the Borough Council would be concentrating on supporting those businesses which increase the sustainability of rural business, particularly home workers, the promotion of local foods, AND the protection of the countryside** which is of such great importance to the tourist industry.

5.2 The Borough Council is right to identify the problem of workless young people and the need for apprenticeships. However, there is an entry requirement for Level 2 qualifications before apprenticeships become a possibility, and the **Borough needs to work with local colleges to help deliver these apprenticeship access courses** which are increasingly scarce.

## Our Town and Local Retail Centres

- 6.1 Continuation of the crucial policy of free shoppers parking** to support local rural centres including West Malling and Martin Square Larkfield.
- 6.2 A commitment to adequate enforcement of parking regulations** is key to keeping retail centres operating efficiently and safely.
- 6.3 Planning policies are required to balance the retail offer in local centres, including specifically West Malling,** to ensure there is a breadth of retail shopping on offer to local residents to prevent overwhelming domination by food and drink, licensed and not, premises. This may also apply to Borough Green and Kings Hill.
- 6.4 Safer Towns :** This scheme needs explanation please . **We would like to see the need for improved broadband reception in West Malling** specifically mentioned, as its absence means we cannot currently operate Police schemes such as Pub Watch and Shop Watch.
- 6.5 The tourism policies almost exclusively refer to Tonbridge town. We are aware that it is the countryside, country houses, country walks and rides which are the main driver for tourism and as such the promotion of small B &Bs, pubs , walks events and so on should be explicitly Borough wide.**

## Open for Business

7.1 The Borough Council needs **to improve its COMMUNICATIONS practice** to deliver these excellent aims.

In recent months we have had to complain to the Borough Council that

- support for the Heritage Weekends in the Malling area has fallen far short of good practice, with arrangements made far too late, leaflets not produced at all or too late to be of any use, and heavy reliance on local volunteers to make the scheme workable,

- lack of promotion for West Malling Farmers' Market

- absence of reference to the switch-on of West Malling Christmas Lights on the TMBC website which was nevertheless promoting heavily the Tonbridge event.

7.2 We note various references to the LEADER and ESCALATE programmes. Once again we would like **Parish Councils to receive details of how the Borough Council accesses these programmes in order to promote them with local businesses.**

We are not aware of any " free training events" for local businesses concerning regulatory processes and would like to know how to access these for our business community.

We would also like to know how the Borough Council "keeps businesses advised of discounts and reliefs".

7.3 We would like to see the Borough Council **assisting businesses in the matter of waste collection and disposal**. The Borough Council should use its contacts and experience to work with business to reduce their waste costs and streamline collection services to reduce the impact of waste stored in public shopping areas.

## **APPENDIX 4**

From Ann Turner

### **WEST MALLING VILLAGE HALL**

#### **QUARTERLY/AGM MEETING, HELD ON 20<sup>TH</sup> MAY, 2015**

All trustees stood down, and duly re-instated.

All committee members willing to carry on their positions for another year, so were duly re-elected and seconded.

Financial report adopted. £8116 grants obtained by ChrisGosney.

Booking secretary reported continual support from regular hirers, leaving little room for potential further hirers. A waiting list is still in existence.  
Children's parties were down in number, mainly due to the fact that the hall has a regular all day Saturday hirer.

A key was given to assistant Parish Council Clerk, so that she is able to open and close when Carole not in attendance.

New cubicle doors in ladies toilets now fitted. Curtain winder on stage repaired.  
Disabled toilet still requires painting. New non-smoking sign to include e-cigarettes to be ordered.

£600 to be donated towards defibrillator

Yearly performing rights bill £423.00.

Article celebrating 40 years of opening hall posted in Downsmail, and also due to go in Oast to Coast.

Discussion of possible refurbishment to village hall sign by main gate.  
To make note that the Village hall sign in the High Street keeps getting turned in opposite direction.

Discussion for need of hearing loop.

A long discussion was held regarding hire prices. Our tariffs compare favourably with other halls. Chairman to e-mail Trustees to confirm agreement of new rates, probably to take effect from September, 2015.

A special thanks was given to Chris Gosney, for all his hard work during the last year.

Date of next meeting 26<sup>th</sup> August, 2015.