

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE
PARISH COUNCIL
HELD ON 1ST FEBRUARY 2016, 7.30PM
AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present: Mrs T Dean (Chairman)
Mr K Bullard
Mr F Carroll
Mr J Galloway
Mrs L Javens
Ms H Marlor
Mr R Selkirk
Mrs Y Smyth
Mr P Stevens

Also in attendance:
Borough Cllrs Mrs Luck, Luker and Miss Shrubsole

Clerk (minute-taker)

Minute		Action by	Action taken	Response
16/65	<u>APOLOGIES FOR ABSENCE</u> were received from Mr Harriott and Mrs Lane.			
16/66	<u>DECLARATIONS OF INTEREST</u> Mr Galloway, Ms Marlor and Mr Selkirk declared an interest in 16/73 as allotment tenants			
16/67	<u>MINUTES</u> of the meetings held on 4 January 2016 and 18 January 2016 were approved and signed			
16/	<u>MATTERS ARISING</u> from the minutes not otherwise on the agenda			
68.1	(16/6.2) Streetlight, Junction Lavenders Road/Swan Street – Clerk /Assistant Clerk to report to Mr Bonner that this light had gone wrong again.	Clerk	✓	
68.2	(16/09) Review of T&MBC's Holiday Activity Programmes Mrs Dean reported that T&MBC had found an alternative contractor to deliver twelve of the Summer Playschemes. Borough Cllr Luker reported that some Playschemes would be delivered by other contractors but he was not sure about the WM Scheme; Borough Cllr Luker would check with T&MBC (Mr Mark Raymond).			
68.3	(15/419.9) T&MBC Parish Partnership Panel – Mrs Dean reported that T&MBC would retain four meetings p.a. Parish Councils would have more time to suggest items for the PPP agenda.			
68.4	(15/66) Electoral Review of Kent – receipt was noted, for information, of final recommendations from Local Government Boundary Commission Mrs Dean reported that there would be no change in respect of the Malling Central County division. There would be a consultation on the substantive proposal.			

16/	<u>CHAIRMAN'S ANNOUNCEMENTS</u>			
69.1	Reporting to HMRC - Mrs Dean reported that her husband, Mr John Dean, would like someone else to take on the task of reporting to HMRC in respect of payments to staff. This was principally done <i>via</i> the internet. Members were unable to suggest any alternatives at present. The Clerk wished to place on record her thanks to Mr Dean for all his hard work and for getting the reporting system into a satisfactory format now.	All		
69.2	St George's Day Parade – WMPC had been contacted regarding proposed road closure. Members had no objections to the proposal.	Clerk	✓	
69.3	CCTV Meeting – it was noted that a meeting would take place at WM CEP School on Tuesday 9 February 2016, 4pm. Ms Marlor would chair that meeting. Representatives from Age Concern; Town Malling Cricket Club; Macey's Meadow; School and WMPC had been invited.			
69.4	Parish Plan – Mr Harriott's draft Plan had been circulated to members. Mr Harriott was not able to attend the present meeting so it was agreed to defer this until the March Full Council. Clerk to note for agenda on 7 March 2016.	Clerk	✓	
16/	<u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u>			
70.1	Swan Street, Buses Over-riding Pavements – Mr Stevens reported that buses in Swan Street often over-rode the pavements and thereby potentially caused a hazard to pedestrians. The Clerk, who regularly used that bus service, confirmed that it was a problem but in her experience it was nearly always due to other vehicles (particularly delivery vehicles) being parked on the double yellow lines. Clerk to report this to PCSO Harrison.	Clerk	✓	
70.2	Footpath, Alma Road/Epsom Close – Mr Stevens reported that this public right of way had been blocked for a week without notification. Clerk to report to KCC Rights of Way.	Clerk	✓	
70.3	123 Bus Route – Mr Stevens queried whether this route would continue to serve WM High Street. Mrs Dean reported that this had been raised with Mr Philip Lightowler at KCC. His response would be considered at WMPC's Highways, Transportation & Streetlighting Committee meeting. Clerk to note.	Clerk	✓	
70.4	Flytipping, Leybourne Woods Car Park – Mr Galloway had reported the flytipping at this location; he considered it posed a danger because of broken glass. Mr Galloway agreed to check the current situation.	JG		
70.5	Town Hill, Wall Repairs – Mr Galloway asked if there would be a final inspection of the work. [Subsequent to the meeting Mr Galloway was advised by KCC to report this to KCC either online or by phone in the usual manner for reporting faults].			
16/	<u>POLICING REPORTS</u>			
71.1	Policing Report – PCSO Harrison's report is appended to these minutes (Appendix 1) Mrs Dean reported: <ul style="list-style-type: none"> • There was a Police presence at WM CEP School entrance to monitor parking • PCSO Harrison and Sgt Boxall attended meeting with Police Station Road residents • WMPC gave permission for installation of camera on WMPC lighting column by the bridge in Police Station Road • Mrs Dean would be contacting the new licensees of the Lobster Pot to ask if they would like to install a camera on their property 			
71.2	Mobile Police Station – the schedule for February/March/April had been received; the Clerk confirmed that this was displayed in the WMPC noticeboard.			

71.3	<p>Car Parking Charges – members agreed to discuss this additional urgent item.</p> <p>Mrs Dean reported:</p> <ul style="list-style-type: none"> • WMPC not given time to call an urgent meeting to discuss the proposals – 3 clear days being required • T&MBC need to cover more of their operating costs in respect of car parks so propose introducing car parking charges in WM • Initially proposed longer than 3 hours but this was opposed by Mrs Dean and the three Borough members • WMPC has consistently opposed the introduction of parking charges • T&MBC reported that they currently experience difficulty in enforcement • Mr Richard Selkirk (WMPC Parish Councillor) had set up an online petition with nearly 3,000 signatures to date • Paper petition signatures had been taken at the Farmers' Market • At the meeting of T&MBC's Planning & Transportation Advisory Board Borough Cllr Miss Shrubsole had opposed introduction of charges • But on balance T&MBC had voted in favour of recommending charging • Chairman of PTAB Cllr Howard Rogers had agreed to try and set up a meeting of the Parking Steering Group on 29 February 2016 • Notices will be displayed in short-stay car park on 5 February 2016 with 21-day consultation period and in newspaper • On 11 February 2016 T&MBC Cabinet to meet to discuss recommendation • Will defer to 22 March 2016 T&MBC Cabinet meeting to allow consideration of petition • 28 February 2016 end of consultation period • Will coincide with re-construction of overbridge at Junction 4 and parking for Police Station Road • Map is incorrect – T&MBC has re-issued correct documentation • Mrs Dean had e-mailed draft response to members • Need members' approval for purchase of banner costing £110 + VAT • And printing of blue posters for display in shops inviting people to sign petition 			
	<p>Borough Cllr Miss Shrubsole commented:</p> <ul style="list-style-type: none"> • She feels that senior T&MBC officers received financial info from central Government • She applauds what WMPC is doing and in particular appreciates Mr Selkirk's work 			
	<p>Borough Cllr Mr Luker commented:</p> <ul style="list-style-type: none"> • £48,000 business rates paid in respect of car park • Enforcement is better than it used to be and this has an attendant cost 			
	<p>Mrs Dean reported further:</p> <ul style="list-style-type: none"> • KCC to install machines in its Country Parks with Automatic Number Plate Recognition i.e. no need for motorist to key in number 			
	<p>Members agreed with Mrs Dean's draft response. Mrs Dean would submit this the following day.</p>	TD	✓	
	<p>Working Party – Mrs Dean suggested that a working party was needed to deal solely with this issue: agreed that this would consist of Mrs Dean; Mr Bullard; Mr Selkirk.</p>			
16/72	<p><u>KCC TONBRIDGE GATEWAY CONSULTATION</u></p> <p>Members were invited to consider a response to the consultation on the relocation of KCC services (available from KCC's website) [deadline for response 21 February 2016]</p> <p>Mrs Dean reported that the Gateway was a one-stop shop; the one in Maidstone had recently closed. Few of the enquiries related to KCC.</p> <p>It was proposed to provide the service elsewhere in Tonbridge.</p> <p>Members had no comments to offer.</p>			

	[Mr Galloway, Ms Marlor and Mr Selkirk declared an interest in the following item as allotment tenants. They remained in the room but took no part in the decision]			
16/ 73	<p><u>ALLOTMENT POLICY DOCUMENT 2015-2019</u></p> <p>This document was recommended by the Amenities Committee for approval. Mrs Dean proposed approval of the document; this was seconded by Mrs Smyth and agreed unanimously with three abstentions.</p> <p>Mr Galloway suggested that this ought to be sent to all allotment tenants, not just the Allotment Society.</p> <p>Mr Stevens agreed that the Amenities Committee would implement this.</p> <p>Mr Stevens reported that the document set out good practice, including an inspection regime</p>	PS		
16/ 74	<p><u>MOBILE LIBRARY CONSULTATION</u></p> <p>Members were invited to consider a response to: http://consultations.kent.gov.uk/consult.ti/mobilelibraries/consultationHome deadline 4 March 2016</p> <p>The Mobile Library did not visit WM parish.</p> <p>Members had no comments to offer.</p>			
16/ 75	<p><u>QUEEN'S 90TH BIRTHDAY CELEBRATIONS</u></p> <p>Receipt was noted of the guide; members were invited to consider possible provision of Beacons.</p> <p>Mrs Dean reported that WMPC had never purchased a beacon for WM. Mrs Dean had forwarded the information to Mr Doyle for consideration by the Macey's Meadow group and suggested possibly a bonfire on Macey's Meadow.</p> <p>Mr Selkirk proposed that WMPC NOT purchase a beacon; seconded by Ms Marlor and agreed unanimously.</p> <p>It was noted that possibly individual streets might arrange street parties.</p>			
16/ 76	<p><u>POSTAL ADDRESSES</u></p> <p>Concern had been expressed by East Malling residents that there were anomalies in the postal system, in that "West Malling" was the postal town for e.g. East Malling, Kings Hill, Leybourne. This led to confusion when visitors were looking for unfamiliar addresses.</p> <p>Clerk to bring this to the attention of the Post Office.</p>	Clerk		
16/ 77	<p><u>DONATION TO CHRISTMAS LIGHTS GROUP</u></p> <p>Mrs Dean reported that the donation of £1,800 as requested was to cover cost of trees and contribution towards lights. Mr Cornford did not have details of contributions from stallholders or businesses. Mr Cornford had paid for the trees personally pending reimbursement from WMPC. He had agreed that in future WMPC would be invoiced.</p> <p>Mrs Dean had made the point to him that in future no expenditure should be made unless specifically authorised.</p> <p>It was agreed that the amount of £1,800 would be paid this year. Clerk to note.</p>	Clerk		
16/ 78	<u>ACCOUNTS FOR PAYMENT</u> totalling £5,120.24 were approved.			
16/ 79	<p><u>FINANCIAL STATEMENT</u></p> <p>The bank reconciliation as at 23 January 2016 had been circulated to members.</p>			

16/80	<p><u>DATES OF MEETINGS (CHANGES)</u></p> <p>Because of a holiday commitment the Clerk was not available for the scheduled date of the April Full Council. Having discussed it with the Chairman and the Assistant Clerk it was suggested that the dates of the April Full Council and April Amenities Committee be swapped.</p> <p>This was agreed. i.e. Amenities committee to be Monday 4 April 2016 Full Council to be 11 April 2016.</p> <p>It was noted that because of the May Bank Holiday it would be necessary to re-schedule the May Amenities meeting. This would be considered at the next Amenities meeting</p> <p>Annual Parish Meeting It was noted that this had to be held between 1st March and 1st June each year.</p> <p>It was hoped to hold the meeting at WM School before 22 March. [subsequent to the meeting the date was agreed for Tuesday 8 March 2016 as the School was available only on Tuesdays]</p>			
	Clerk to update Schedule of Meetings and circulate to members.	Clerk	✓	
16/	<u>MATTERS FOR REPORT</u>			
81.1	Amenities Committee – the draft minutes of the meeting held on 11 January 2016 were received.			
81.2	Highways, Transportation & Streetlighting Committee – the draft minutes of the meeting held on 25 January 2016 were received.			
81.3	Planning Committee – the draft minutes of the meeting held on 19 January 2016 were received.			
81.4	Malling Action Partnership (M.A.P.) – it was noted that the AGM would be held on 25 February 2016.			
81.5	Rotary House – no report			
81.6	Village Hall Management Committee – no report			
81.7	School Governors – no report			
81.8	Malling Society – no report			
81.9	Christmas Lights Committee – no report but see 16/77 above			
81.10	Chamber of Commerce – no report			
16/82	<p><u>MEETING DATES (AGREED)</u></p> <p>Next Full Council: Monday 7 March 2016</p> <p>Amenities Committee – Monday 8 February 2016 (concentrating on Churchyard) Finance & General Purposes Committee – TBA Planning Committee – Tuesday 16 February 2016 Highways, Transportation & Streetlighting Committee – Monday 21 March 2016 @ the Clout, 9 High Street</p> <p>Macey's Meadow Advisory Committee – Wednesday 10 February 2016</p>			

<p>16/83</p>	<p><u>REPORT OF BOROUGH COUNCILLORS</u></p> <p>Mrs Luck's report is appended to these minutes (Appendix 2)</p>			
<p>16/84</p>	<p><u>REPORT OF COUNTY COUNCILLOR</u></p> <p>Mrs Dean reported as follows:</p> <ul style="list-style-type: none"> • Small Country Parks: KCC propose selling e.g. Bluebell Hill – no notices posted, no consultation ! • So proposals withdrawn 			
<p>16/85</p>	<p><u>CORRESPONDENCE</u> was received as detailed on the separate sheet</p>			
	<p>There being no further business, the Chairman thanked members for attending and closed the meeting at 10pm</p> <p>Signed.....</p> <p>Date.....</p>			

APPENDIX 1

Parish council

West Malling Council, monthly update for JANUARY 2016
 Report 1st-27th January 2016 only due to absence.

Crimes of note

- Theft by finding
- On the allotment area of Ryarsh lane a number of wooden pallets have been stolen and the barbed wire fence to macey's field damaged, by persons unknown.
- No lines of Enquiry.

- Criminal Damage
- Police station road two cars were scratched and damaged by a sharp implement by a person or persons unknown.
- No lines of Enquiry.
- A residents meeting will be held to discuss the matter.
- Police and council are looking into CCTV coverage.

- Vehicle Interference
- A passenger side window of a car was smashed; it was parked on a driveway overnight in front of a house in Frog lane. There was no other damage to the vehicle and the vehicle had not been entered.
- No lines of Enquiry.

- Criminal Damage
- A rear window to a car was smashed, it was parked overnight on a driveway in front of a house in Fartherwell Avenue , the car had not been entered and no property was taken.
- A suspect has been identified.
- Enquiries are on-going

- Theft Miscellaneous/ Theft by Finding
- Norman Road, the village cricket Pavilion has reported that two of the exterior light fittings have been found broken off and are now hanging off the wall, the LED panels from these lights have been taken by persons unknown.
- No lines of Enquiry.

- Vehicle Interference
- Station approach/ Station Road a car was parked overnight and was damaged when

attempts were made to make entry and steal the vehicle. Entry was successfully made and a NAT SAV was taken but there was an unsuccessful attempt to start the vehicle.

- No lines of Enquiry.

Anti-social behaviour and other incidents of note

Anti-social behaviour by youths has been recorded, in Kings st , macey's meadow, Norman road and at the village hall, police patrols are finding a number of youths congregating in these areas, they are being dispersed and dealt with accordingly .

Updates of previous reported issues

Due to a number of reports made to the police regarding vehicles being keyed and scratched on Police station Road a CCTV camera has now been erected and in is in operation.

Crimes of a serious nature may not be disclosed as it may effect an investigation

APPENDIX 2

West Malling Parish Council 1st February 2016

Councillor's Report

Police Station Road damage to cars. I have arranged with Andrew Garnet and The Police to install a Skype Camera in Police Station Road, hopefully the offender will be caught.

I have put a planning application in to change the 4 HMO bedsits above my premises The Old Clock Shop into two 1 bed flats

The raised granite sets by the Village Green have been reset, also I have reported pink raised blocks outside Tesco

A local resident from Town Hill was concerned out the gray looking sludge that was in the drain in Town Hill. KCC came and looked at it said it was clay, inspected the site and there was no problem

Teston Road Offham 40 speed limit 25th January for 2 days.

Willow Wents Mereworth closed from 26th January for through traffic, due to scaffolding.

Closure of M20 junction 3 to 4 starting 29th January at 10pm.

Leaflet from Kent Resource Partnership to go to all Kent households called MetalMatters to encourage greater recycling of metals

Thames Crossing. Consultation launched this week, J1 of the M2 to the end of M25 between 20-30, going under the Thames just east of Gravesend and Tilbury (Option C)

London Road. Replied to residents' concerns about why parking permits could not be issued, because of the fibre optic cable just under the ground

Recommendations

Activate 8-16, many very interesting activities, the panel want to give financial assistance to families who qualify for a Leisure Pass, and encourage their participation and promote similar programs by other providers Y2 Crew, a support program run in partnership with KCC. The Panel decided because of the low cost and it added social benefits, the Borough Council will support, provided funding partners, continuing their support Play schemes. Retain the three commissioned Play schemes centre at Trench, Eat Malling and Snodland

Parish Partnership Meetings four per year, if there are insufficient items put forward, the meeting will be cancelled. Parish Councils will be given longer time to put agenda items forward, presentations from KCC, Police, to submit brief reports highlighting any updates, including contact details to allow Parish Councils to follow up issues. They will start at an earlier time of 6pm