

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE
PARISH COUNCIL
HELD ON 7TH JANUARY 2018, 7.30 PM
AT WEST MALLING VILLAGE HALL, WEST MALLING

Present: Mrs Trudy Dean (Chairman)
Mr Keith Bullard
Mr Richard Byatt
Mrs Linda Javens
Ms Camilla Medhurst
Mrs Yvonne Smyth
Ms Min Stacpoole
Mr Nick Stapleton
Mr David Thompson

Also present Borough Councillor Sasha Luck & Borough Councillor Brian Luker

Minute		Action by	Action taken	Response
19/10	<u>APOLOGIES FOR ABSENCE</u> were received from Mr Stevens and Miss Barkham			
19/11	<u>DECLARATIONS OF INTEREST</u> – none			
19/12	<u>MINUTES</u> – the minutes of the meeting held on 3 rd December 2018 were approved and signed.			
19/13	<u>MATTERS ARISING</u> from the minutes not otherwise on the agenda			
19/14	<p><u>CHAIRMAN’S ANNOUNCEMENTS</u> –</p> <p>Mrs Dean reported on 3 meetings that she had attended:</p> <ul style="list-style-type: none"> • Big Conversation Mrs Dean had a preliminary meeting with other parish councillors to discuss changes to the number 58 service the potential ‘feeder’ bus service. • Town Malling Cricket Club Mrs Dean met with John Paton to discuss amongst other things potential work to the cricket pavilion and security fencing. • The Twitch Mrs Dean was pleased to report to members that following a meeting with Mr Greenwood (Douces Manor Property Holdings Ltd) it had been agreed that the disputed outstanding insurance sum be split 50/50. 			

	<p>Mrs Dean further reported that:</p> <ul style="list-style-type: none"> • A20 London Road roadworks – there are to be temporary traffic lights at the junction with new Road as the existing traffic lights are being upgraded. • Christmas Lights – There was an unidentified fault on a string of lights above The Lovely take away. The Chamber of Commerce and Malling Town Day made the difficult decision to turn the string lights off (motifs were kept on) for the rest of the festive season. There is to be a meeting to discuss the incident and the way forward. 			
19/15	<u>QUESTIONS FROM MEMBERS OF THE PUBLIC</u> - none			
19/16	<u>QUESTIONS FROM COUNCILLORS</u> - none			
19/17	<u>POLICING MATTERS</u>			
17.1	Policing report – updated crime figures are being produced by Mr Bullard			
17.2	<p>Other Policing matters –</p> <ul style="list-style-type: none"> • There have been a number of serious incidents (including serious assaults) within West Malling over the last month. Mrs Dean reported that East Malling and Larkfield were also experiencing problems. Cllr Luker stated that it is believed that an East Malling group are now causing trouble outside of East Malling itself. Mrs Dean is to meet with the East Malling & Larkfield Housing Association – Ms Medhurst volunteered to attend. • Highways Committee to consider the location of columns within the town and any dark stretches. • The Clerk reported that one of the Macey's Meadow containers had been broken into (and a lawn mower stolen) and that a number of allotment sheds had also been broken into, 			
17.3	<p>PCSOs – KALC area committees are to consider what level of engagement parish councils wish to receive from their local PCSO with responses to be discussed initially at the next KALC meeting and then with the Crime Commissioner. Observations as follows:</p> <ul style="list-style-type: none"> • Members would wish to see the PCSO more regularly in the town. • Would ask that PCSOs provide updates on incidents other than those that they have attended. • Would encourage communication between the parish council and the PCSO to be improved with perhaps a monthly meeting at the parish office. The need for better communication has become apparent following the recent spate of incidents – see 17.2 above; the parish had no communication with the Police at any level. 			
19/18	<u>LOCAL PLAN</u>			
	<ul style="list-style-type: none"> • Land Rear of 239-259 London Road Appeal decision was made public on 19th December. The appeal against refusal was allowed. The decision weighs heavily on T&MBC's lack of a 5 year housing supply. In 2017 the housing supply figure was 4.7 years and it is understood that the figure is now 3.7 years. Cllr. Luker believed that 4000 permissions had been granted but not implemented. It was agreed to explore the possibility of appealing the decision and to buy private consultancy in the future for Local Plan/Lavenders Road, Bellway application. • Local Plan Deadline for submission is 24th January. T&MBC are aiming to submit on the 23rd January. 			
19/19	<u>BUDGET</u>			
19.1	Notification has been received from T&MBC that the Council Tax Base for West Malling 2019-20 is 1125.37 (this being the number of equivalent Band D properties)			
19.2	Mrs Dean reported that the F&GP Committee met on 4 th January to discuss the 19/20			

	<p>budget and made the following recommendations:</p> <p>F&GP: Clerk's salary to be increased to £22,500 per year – agreed. Pension and NI contributions (WMPC) to be amended accordingly. Assistant Clerk's salary to be increased to £5080.40 per year – agreed. Staff training to be increased to £1000 – agreed. This figure would reflect the additional costs of Clerk's registration for CILCA. F&GP total budget = £50,563.38 – agreed</p> <p>Highways: One off repairs reduced to £2000 – agreed Highways total budget £26,487.00 agreed</p> <p>Amenities: Cricket Meadow - the sum of £3000 that is currently earmarked for the cricket meadow loan is to remain in the budget to assist with a potential cricket pavilion project – agreed. Final loan payment is due end of February 2019. Security fencing – figure reduced from 10141.00 to £5141.00 – agreed. A further meeting to be arranged with TMCC and WMPC to discuss the extent of the works needed. Village hall - It was agreed that the annual contribution be reduced from £3000 to £2000. Mrs Dean, Mrs Javens and Mrs Stevens to meet with the Village Hall Committee to discuss future projects. Mrs Javens was in receipt of an email from the Village Hall Committee that outlined plans and costings to install solar panels onto the village hall roof. Mrs Dean to meet with Mr Gosney to discuss the plans. Twitch Service charges – reduced to £800 – agreed. Amenities total budget £23,824.32 – agreed.</p> <p>Allotments Allotments total budget £2351.04 – agreed</p> <p>Churchyard Churchyard total budget £2871.20 agreed</p> <p>Macey's Meadow An income of £261.20 was added to the budget – agreed. Macey's Meadow total budget £9500.00</p> <p>Planning Committee Local Plan consultant's fees to be reduced to £3000 – agreed. Planning total budget £3210.00</p> <p>Committee budgets total £118,806.94 – agreed.</p>			
19.3	<p>Precept: Following a general discussion regarding the level of precept to be set, Mr Thomson proposed that the precept be increased by 2% (to reflect inflation / wage increases), this was seconded by Mr Stapleton and this was agreed unanimously. It was agreed that the precept be set at £120,778.00</p>			
19/20	<p><u>LIBRARIES, REGISTRATION & ARCHIVES DRAFT STRATEGY 2019-2022</u></p>			
	<p>Ms Medhurst has drafted the draft response and this has been circulated to all members. Response to be finalised at the next F&GP meeting on 21st January. Members to send additional comments to the Clerk .</p> <p>Clerk to note agenda</p>	Clerk	✓	
19/21	<p><u>THE BIG CONVERSATION</u></p>			
	<p>Kent County Council are looking to withdraw the number 58 bus (currently running from Addington to Maidstone) and to replace it with a 'feeder' bus. Original proposal was that the</p>			

	<p>feeder bus would terminate at Tesco Larkfield, following representations the proposals have been revised as follows. Proposal 1 – the feeder bus would terminate at Martin Square Larkfield Proposal 2 – the feeder bus would terminate at Maidstone Hospital. Once at either Martin Square or Maidstone Hospital, passengers would then board existing services that run into Maidstone Town Centre. A number of councillors expressed a preference for proposal 2.</p> <p>There is to be a public consultation and this will run from 22nd January to 19th February.</p> <p>To be discussed further at F&GP on 21st January. Clerk to note agenda.</p>	Clerk	✓	
19/22	<u>KALC COMMUNITY AWARDS SCHEME 2019</u>			
	<p>West Malling Parish Council adopted the KALC scheme at their October 2018 Full Council meeting. It was unanimously agreed at this meeting to nominate the volunteers of Macey's Meadow for the award. Mrs Dean to draft wording for the certificate. Clerk to notify KALC</p>			
19/23	<u>STAFF MATTERS</u>			
	<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>			
	<p>Mrs Dean was pleased to report on the satisfactory outcome of appraisals for both the Clerk and Assistant Clerk. Salary – increases as per budget - agreed. Assistant Clerk (as previously) to work additional hours to cover Clerk's absence or assist with busy workload.</p> <p>Office matters: IT (in particular back up and laptop for assistant Clerk) to be reviewed. Clerk to note for F&GP agenda. Accounting system to be reviewed. Clerk to note for F&GP agenda. Mrs Dean to speak with the trustees of the Clout building regarding the door intercom which is no longer working. List of handymen to be drawn up.</p>			
19/24	<u>FINANCIAL MATTERS</u>			
24.1	Accounts for payment - totalling £3416.37 were approved - see attached.			
24.2	To note the following payment made since the last Full Council Meeting £482.58 authorised at Amenities Committee on 10 th December 2018. £8380.27 authorised at Planning Committee on 18 th December 2018			
24.3	Financial Statement – bank reconciliation as of 23 rd December was received – see attached			
24.4	Inside Track no. 256 – receipt noted			
24.5	Bank Mandate – it was agreed that Mr Nick Stapleton be added to the Santander bank mandate			
19/25	<u>MATTERS FOR REPORT</u>			
25.1	<p>Amenities Committee – receipt was noted, for information of the draft minutes of the meeting held on 10th December 2018.</p> <p>There were no questions</p>			

25.2	<p>Highways Transportation & Streetlighting Committee – verbal report was noted, of the meeting held on 17th December 2018.</p> <p>Points to note:</p> <ul style="list-style-type: none"> • Speedwatch to resume within a few weeks. Email to be sent to all residents on the WMPC database requesting volunteers. • The Committee had responded to the consultation regarding the no right turn from Birling Road Leybourne • Remembrance Day road closures and potential improvements were discussed. 			
25.3	<p>Planning Committee - receipt was noted, for information of the draft minutes of the meeting held on 18th December 2018</p> <p>It was noted that the following application was refused by T&MBC TM/18/01755/FL, 61 Offham Road, West Malling ME19 6RB Erection of a small detached 2 storey dwelling to the rear of 61 Offham Road.</p>			
25.4	<p>Malling Action Partnership – no report</p>			
25.5	<p>Rotary House – no report</p>			
25.6	<p>School Governors – no report</p>			
25.7	<p>Malling Society – committee meeting date of 22nd January was noted.</p>			
25.8	<p>Chamber of Commerce / Christmas Lights Committee – no report however it was noted that there will be a meeting in the immediate future to discuss the Christmas lights incident and the way forward.</p>			
25.9	<p>Tonbridge & Malling Borough Council</p> <ul style="list-style-type: none"> • Parish Partnership Panel meeting – next meeting date of 7th February 2019 was noted. • Community Safety Partnership Newsletter – receipt was noted 			
25.10	<p>KALC/NALC/ACRK</p> <ul style="list-style-type: none"> • KALC T&M – next meeting date of 10th January 2019 was noted. Mr Bullard hoped to be in attendance. 			
19/26	<p><u>MEETING DATES</u></p> <p>Amenities Committee – Monday 14th January (concentrating on allotments)</p> <p>F&GP Committee – Monday 21st January @ The Clout, 9 High Street.</p> <p>Planning Committee – Tuesday 22nd January</p> <p>Macey's Meadow Advisory Committee – 23rd January 2019</p>			
19/27	<p><u>REPORT OF BOROUGH COUNCILLOR -</u></p> <ul style="list-style-type: none"> • Cllr Luck's report – see below • Cllr Luker's report – 1) Reports of travellers causing a nuisance with dogs etc in the Broadwater area. 2) Concern about the M20 roadworks which are behind schedule – the new compound building is not in use. 			
19/28	<p><u>REPORT OF COUNTY COUNCILLOR –</u> to follow</p>			
	<p>There being no other business, the Chairman thanked members for attending and closed the meeting at 9.55</p>			

	Signed..... Dated.....		
--	------------------------	--	--

West Malling Parish Council						
Accounts for Payment 7th January 2019						cheques to be drawn
Day Tree Fellers (single cheque 5588)				£ 200.00		£ 240.00
(invoice 1116, fell 2 cherry trees in ball park area)	VAT			£ 40.00		
(invoice 1130, fell 5 conifers next to tennis courts)				£ 595.83		£ 715.00
	VAT			£ 119.17		
Roth Creative (cheque 5589)				£ 26.00		£ 31.20
(invoice 3235 - print costs for Xmas cards)	VAT			£ 5.20		
West Malling Village Hall (cheque 5590)						£ 78.00
(Committee room hire fees Oct-Dec 18)						
Mrs Claire Christmas - authorisation to pay via Faster Payments						£1,432.24
(Clerk - net salary for January £1430.04 + faxes £1.20 + sundries £1.00)						
Mrs Sarah Howard authorisation to pay via Faster Payments						£336.35
(Asst. Clerk - net salary for January)						
HMRC - authorisation to pay via Faster Payments						£506.58
(Deductions from salaries - January)						
Nest - authorisation to pay pension contributions by Direct Debit for January						
Employer's contributions						£ 35.00
Employee's contributions						£ 42.00
(Employees's contributions have already been deducted from salary)						
				TOTAL		£ 3,416.37

WEST MALLING PARISH COUNCIL

Financial Statement to be presented to Full Council 7 January 2019

Reconciliation			
Balance b/f from 2017/18			£ 91,892.24
<u>plus</u>			
total receipts 1.04.18-31.03.19			£ 139,231.31
<u>less</u>			
total payments 1.04.18-31.03.19			£ 111,740.27
		Total	£ 119,383.28
Deposit account			£ 91,095.71
Current account		£37,469.42	
	less unrepresented cheques	£9,181.85	
			<u>£ 28,287.57</u>
		Total	£ 119,383.28
Unrepresented Cheques		Date Issued	
5498	Kent Asbestos	£ 144.00	09/07/2018
5564	ATC Squadron	£ 150.00	21/11/2018
5571	Malling Memorial	£ 25.00	03/12/2018
5576	Elm	£ 62.58	10/12/2018
5577	Thomas Ford	£ 420.00	
5578	Elm	£ 111.05	18/12/2018
5579	Mr Carr	£ 300.00	
5580	Outdoorsy	£ 480.00	
5581	Streetlights	£ 1,236.00	
5582	KCC	£ 690.45	
5583	KCC	£ 668.17	
5584	Janice Laker	£ 25.00	
5585	Gavin Jones	£ 341.40	
5586	Malling Memorial	£ 15.00	
5587	Tonbridge Fencing	£ 4,513.20	
		£ 9,181.85	

West Malling Parish Council 7th January 2019

Councillor's report

The recent muggings in the Town, I contacted Alison Finch.

The Police have not received any further incidents, they have been doing extra patrols in the area and will this will continue. There is an active investigation into the muggings, but no further updates.

Trudy's report.

I am please to read that KCC has taken a stand with the developer of the 900 homes and access problems. We all knew that it was unrealistic and they have taken note of our complaints

King Street the gas main.

I told the contractor about the "extra residents" they will find when they reach the Public Toilets area. Also complained to Southern Water, to where they are residing.

Land at the rear of 239 -259 London Road

The Retirement Development, they won the appeal mainly because Tonbridge & Malling took it out The Green Belt