

# WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE  
PARISH COUNCIL  
HELD ON 7<sup>TH</sup> OCTOBER 2019, 7.30 PM  
AT WEST MALLING VILLAGE HALL, WEST MALLING

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

**Also present:**

Minute		Action by	Action taken	Response
19/539	<b>APOLOGIES FOR ABSENCE</b> were received from Mr Peter Stevens and Borough Councillor Lee O'Toole..			
19/540	<b>DECLARATIONS OF INTEREST</b> – none			
19/541	<b>CASUAL VACANCY</b>			
541.1	It was noted that T&MBC had advised that the vacancy could now be filled by co-option.			
541.2	It was noted that two applications had been received and that interviews took place on Friday 4 <sup>th</sup> October. The interviewing committee has been unable to reach agreement as both candidates were equally suited.  It was agreed that both candidates would be asked to attend the next Full Council meeting (or next suitable meeting) to meet the council as a whole and to briefly address them.  <i>Subsequent to the meeting, one candidate withdrew from the process.</i>			
19/542	<b>MINUTES</b> – the minutes of the meeting held on 2 <sup>nd</sup> September were approved and signed.			
19/543	<b>MATTERS ARISING</b>			
543.1	<b>19/486– Boots Chemist</b> –Mrs Javens to enquire as to whether or not the anticipated review with the senior management team had taken place.  Members expressed concern that members of the public might be able to help themselves to	LJ		

	drugs that are behind the counter.			
543.2	<b>19/497 - Draft Kent and Medway Housing Strategy 2019-23</b> – Mrs Dean had been unable to respond to the consultation, but would review the draft.			
19/544	<b><u>CHAIRMAN'S ANNOUNCEMENTS</u></b>			
544.1	<b>Bellway / Lavenders Road planning application</b> – Mrs Dean reported that the appeal had been dismissed. On reading the decision, the Inspector had paid great attention to the evidence of the WMPC heritage expert, Kit Wedd.  Bellway now only have one route of appeal which is a Judicial Review; this can only be brought on a point of process.			
544.2	<b>Apple Fest at Macey's Meadow</b> – the Apple Fest took place on Saturday 5 <sup>th</sup> October during which the KALC Community award was presented to the Macey's Meadow volunteers. Mr Doyle accepted the award on behalf of all of the volunteers.  The Clerk reported that in excess of £600 has been raised at this event with some monies still to be received at the office.			
19/545	<b><u>QUESTIONS FROM MEMBERS OF THE PUBLIC</u></b> – none			
19/546	<b><u>QUESTIONS FROM COUNCILLORS</u></b> –			
546.1	<b>New waste services scheme</b> – Mrs Smyth reported that Water Lane had not received the T&MBC booklet which explained the new scheme and that there appears to be general confusion amongst residents as to collection dates. Members reported that bins had not been emptied. It was agreed that the situation be monitored as the scheme had only been running for one week.			
546.2	<b>Blaise Farm Quarry meeting</b> – Ms Barkham enquired as to whether or not a new date had been set for the next meeting.  <i>Subsequent to the meeting it was confirmed that date for the next meeting was Tuesday 10<sup>th</sup> March 2020</i>			
546.3	<b>RAF in West Malling</b> – Mrs Javens reported on the progress of the new stained glass window which is to be installed at St Mary's Church; the window will commemorate the RAF in West Malling. General discussion as to when the RAF first became active in West Malling.  Mr Stapleton to ask T&MBC if they have any information on when the RAF were active in West Malling.	NS		
19/547	<b><u>POLICING MATTERS</u></b>			
547.1	<b><u>Police Update</u></b>  Police report was circulated.			
547.2	<b><u>Other Policing Matters</u></b>  Ms Stacpoole and Clerk reported on the recent incident that had occurred at the allotment during which 2 children were verbally abusive and threw missiles at allotment tenants, leaving one tenant in particular very shaken. The incident was reported to the PCSO by the Clerk who was advised that people must report all incidents and that at this particular time he was on patrol in Leybourne and would have been able to attend.			

	<p>Clerk to ask PCSO if he is suggesting that this is a matter that warrants a 999 call.</p> <p>Clerk and members reported that there had been a number of recent incidents involving children who are believed to be resident in the town. Residents are to be advised to report any incidents that occur to both the police and the housing association and to keep diary sheets of incidents.</p>			
<b>19/548</b>	<b><u>LOCAL PLAN</u></b>			
	<p>There is to be a public consultation exercise on the documents published since January; after the conclusion of the consultation a summary of the responses will be sent to the Inspectors. A work programme is to be prepared to inform the Inspectors of when the first part of the Hearing sessions could commence.</p>			
<b>19/549</b>	<b><u>BELLWAY/LAVENDERS ROAD APPEAL</u></b>			
<b>549.1</b>	<p>It was noted that the Bellway appeal had been dismissed. Mrs Dean expressed her thanks to all those that had supported the parish council and the fight against this development; all members agreed that this was a tremendous community effort.</p>			
<b>549.2</b>	<p>Costs – the office is now in receipt of the final invoices. The total cost for all representation and expert witnesses is £78,321.36,</p> <p>WMPC are to pay £20,000 from general reserves as previously agreed. EM&amp;L Parish Council have agreed to pay £20,000 CrowdJustice receipts and funds raised through the office total £20,751.90 The remaining costs are to be funded by a private individual.</p>			
<b>549.3</b>	<p>Protection of the site – WMPC will seek to have the site included within the Conservation Area.</p> <p>It was noted that the West Malling Conservation Area appraisal document is out of date. Clerk to note November planning agenda.</p>	<b>Clerk</b>	✓	
<b>19/550</b>	<b><u>NEIGHBOURHOOD PLAN</u></b>			
	<p>Recommendations from the planning committee were considered and agreed as follows:</p> <ul style="list-style-type: none"> <li>(a) to create a single Neighbourhood Plan Steering Group (membership TBC) to develop and draft the Neighbourhood Plan.</li> <li>(b) to use the existing WMPC committee structure to allow the wider membership to contribute to areas of specific relevant interest;</li> <li>(c) that the policy themes to be recommended to the steering group be limited to the three themes of housing, historic environment and natural environment;</li> <li>(d) a WMPC application for a Neighbourhood Plan grant, seeking all available financial support and any available technical expertise be progressed</li> <li>(e) as such, to refrain from commissioning professional legal support at this stage, but to return to this option as necessary;</li> <li>(f) to arrange a public meeting to canvass the views of local residents and gather the evidence necessary to begin formulating the Neighbourhood Plan;</li> <li>(g) and to seek volunteers to help collate vital background and subject-specific data.</li> </ul> <p>It was further agreed that a public meeting be scheduled for Sunday 17<sup>th</sup> November subject</p>			

	to the availability of West Malling Primary School.			
<b>19/551</b>	<b><u>WATES DEVELOPMENT</u></b>			
	<p>Mrs Dean reported that she had attended a meeting with the developers alongside the East Malling &amp; Larkfield Chairman. Mr Thompson to draft comments.</p> <p>Subsequent to the meeting, the following comments were submitted to T&amp;MBC:</p> <p>West Malling Parish Council object to this application for the following reasons:</p> <ol style="list-style-type: none"> <li>1. The site is not shown for housing on the current Local Plan and is instead shown as rural countryside. The majority of the area of this site was not submitted to the call for sites, with development upon it not included in the submitted Local Plan. The submission already includes sufficient sites to deliver the housing supply required by Government.</li> <li>2. The site is proposed Green Belt on the submitted Local Plan. In addition to preserving a pristine green space, the inclusion of this site within the Green Belt extension is designed to preserve the distinctiveness of the historically separate settlements of West Malling, East Malling and Larkfield.</li> <li>3. The site is crossed by virtually two diagonal, rural public footpaths which are used extensively and should be protected. Importantly, these paths provide easy access to West Malling station and therefore reduce the environmental impact of journeys to and from it by encouraging more people to walk. This application includes proposals to upgrade the footpaths, which may mean laying a hard surface. This type of work would spoil the rural character of these ancient pathways, making them much more urban in the process and spoiling their aesthetic and the enjoyment of local residents and walkers.</li> <li>4. The site comprises high-quality agricultural land in continuous use since at least the last war. The site is classified as 'best and most versatile' agricultural land and records show that it has been in agricultural use for at least the last three quarters of a century. The previous Local Plan included reference to its special significance as agricultural land.</li> <li>5. Even without the Green Belt designation, the site is vital in preserving the historic distinction between the settlement boundaries of West Malling, East Malling and Larkfield. These proposals will extend the urban area through this important green space which not only marks the edge of the settlements to the north of the A20, but also the edge of both East and West Malling. The application itself acknowledges that these plans will mean a substantial extension to the build-up area.</li> <li>6. Already struggling transport infrastructure will be stretched by this development. Neighbouring roads, such as the A20, are regularly heavily congested, particularly at morning and afternoon peaks and during disruption on the nearby M20. Rail capacity too is already limited during peak hours and the uncertainty around additional rail services into London and down further into Kent is further cause for concern. Specifically, the inclusion of a new access road linking the A20 to Winterfield Lane will place unmanageable pressure on Winterfield Lane, a narrow, rural thoroughfare and create a 'rat-run' from the A20 towards southerly destinations via East Malling and into West Malling.</li> <li>7. The site contains a number of trees protected by Tree Preservation Orders which should be maintained. With the Council having recently declared a Climate Emergency, maintaining and upgrading green spaces with trees is a vital component of the Council's efforts to tackle irreversible climate change. This application proposes the removal of ten trees, three of which have TPO status. The application also requires four other trees to be removed away from the site, along with 51m of a hedgerow with 'important' status under the Hedgerow Regulations (1997) for access roads.</li> </ol> <p>WMPC would wish to point out that this application falls within East Malling and not Leybourne.</p>			
<b>19/552</b>	<b><u>ARUNDEL HOUSE – SITE VISIT</u></b>			

	<p>Mrs Dean , Mr Thompson, Mr Stapleton and Clerk attended a site visit with the Arundel House project manager on 25<sup>th</sup> September. Those that attended were in agreement that the property looked to be in reasonable condition considering the length of time that it had been empty.</p> <p>The project manager was keen to explain to residents the owner's plans for the property and it was agreed that a public meeting would be organised, potentially this could take place after the Neighbourhood Plan meeting on 17<sup>th</sup> November – TBC.</p>			
<b>19/553</b>	<b><u>ARRANGEMENTS FOR REMEMBRANCE PARADE / DAY</u></b>			
	<p>Sunday 10<sup>th</sup> November:                      11 o'clock service at the War Memorial,                      2pm parade starting from the Bull Bridge with the service of remembrance at 2.30.                      Wreath laying service at the War Memorial following the service.</p> <p>Monday 11<sup>th</sup> November:                      11 o'clock service at the War Memorial,</p> <p>Road closures have been applied for and stewards to be confirmed.</p>			
<b>19/554</b>	<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><b><u>Staffing matters</u></b></p> <p>It was agreed that the Clerk be paid 18 hours overtime accrued during the Bellway Inquiry.</p> <p>Arrangements for Christmas lunch were agreed</p> <p>It was agreed that the Assistant Clerk increase her hours by a maximum of 7 hours per month; the hours will be worked over 2 days per month, working 3.5 hours on each.</p>			
<b>19/555</b>	<b><u>FINANCIAL MATTERS</u></b>			
<b>555.1</b>	<b>Accounts for payment</b> - totalling £6868.88 were approved - see attached.			
<b>555.2</b>	<p><b>The following payments made since the last Full Council Meeting were noted:</b>                      £3627.82 authorised at Amenities Committee on 9<sup>th</sup> September                      £70,270.54 authorised at F&amp;GP Committee on 30<sup>th</sup> September</p>			
<b>555.3</b>	<b>Financial Statement</b> – bank reconciliation as of 19 <sup>th</sup> September was received – see attached			
<b>19/556</b>	<b><u>MATTERS FOR REPORT</u></b>			
<b>556.1</b>	<p><b>Amenities Committee</b> – receipt was noted, of the agreed minutes of the meeting held on 9<sup>th</sup> September.</p> <p>19/508 The Clerk updated members regarding the complaints received about The Five Pointed Star and Baldocks.</p>			
<b>556.2</b>	<p><b>Planning Committee</b> – receipt was noted, of the draft minutes of the meeting held on 24<sup>th</sup> September</p> <p>There were no questions</p>			
<b>556.3</b>	<p><b>Finance &amp; General Purpose Committee</b> – a verbal report of the meeting held on 30<sup>th</sup> September. Mrs Dean reported:</p>			

	<p>Donations: Having considered their accounts, it was agreed not to award a donation to Citizens Advice Bureau. Donations to Music at Malling and Chamber of Commerce (for Xmas lights) were agreed as per the budget.</p> <p>Repairs to playground bin and village hall height barrier were agreed.</p> <p>There were no questions</p>			
<b>556.4</b>	<b>Malling Action Partnership – no report</b>			
<b>556.5</b>	<b>Rotary House</b> – Mrs Dean reported that there had been no progress with the lease / purchase of the property. Members reported that the beeping sound from within the empty building was still ongoing and that the verge is now becoming very overgrown. Mrs Dean to discuss with KCC.	<b>TD</b>		
<b>556.6</b>	<b>School Governors – no report</b>			
<b>556.7</b>	<p><b>Malling Society</b></p> <ul style="list-style-type: none"> <li>• The Chairman, Chris Mercer has announced that he will not be seeking re-election as Chairman at the AGM on 19<sup>th</sup> November.</li> <li>• Mrs Barbara Earl has announced that she will be standing down as Secretary. Members wished to express their gratitude to both Mr Mercer and Mrs Earl for all their hard work.</li> <li>• The next Executive Committee date of Friday 15<sup>th</sup> November was noted.</li> <li>• The AGM date of Tuesday 19<sup>th</sup> November was noted. The AGM is to take place at West Malling CE Primary School and will start at 4.30.</li> </ul>			
<b>556.8</b>	<b>Chamber of Commerce / Christmas Lights Committee</b> – it was noted that a new contractor is to be used to install the Christmas lights. The lights are to be installed after Armistice Day.			
<b>556.9</b>	<p><b>Tonbridge &amp; Malling Borough Council</b></p> <p><b>Parish Partnership Panel meeting</b> – receipt was noted of the draft minutes of the meeting held on 5<sup>th</sup> September</p>			
<b>556.10</b>	<p><b>KALC/NALC/ACRK</b></p> <p>KALC– receipt of KALC News September 2019 was noted.</p>			
<b>19/557</b>	<p><b><u>MEETING DATES</u></b></p> <p>Amenities Committee – Monday 14<sup>th</sup> October (concentrating on Churchyard)</p> <p>Highways Committee – Monday 21<sup>st</sup> October at The Clout, 9 High Street</p> <p>Planning Committee – Tuesday 29<sup>th</sup> October - TBC</p> <p>F&amp;GP – Monday 25<sup>th</sup> November 2019</p> <p>Macey's Meadow Advisory Committee – Wednesday 6<sup>th</sup> November</p>			
<b>19/558</b>	<p><b><u>REPORT OF BOROUGH COUNCILLOR -</u></b></p> <p>Borough Councillor Stapleton reported that The Farmhouse licence review is to take place on Tuesday 29<sup>th</sup> October.</p> <p>There has been a robbery at Castle Lake Leybourne</p>			

	Leybourne Parish Council are to organise a Kent Messenger photo opportunity to highlight the Wates application.			
<b>19/ 559</b>	<b><u>REPORT OF COUNTY COUNCILLOR –</u></b>			
	<ul style="list-style-type: none"> <li>• Mrs Dean reported that a defibrillator has been installed at the Green Café in Manor Park</li> </ul>			
	<p>There being no other business, the Chairman thanked members for attending and closed the meeting at 9.50</p> <p><b>Signed</b>..... <b>Dated</b>.....</p>			

<b><u>Accounts for Payment 7th October 2019</u></b>							<b>cheques to be drawn</b>
<b><u>Payments authorised under Section 137</u></b>							
Music @ Malling (cheque 2102 ) (donation towards school / young musician element)							<b>£ 1,000.00</b>
The West Malling Chamber of Commerce (Cheque 2103 ) (Grant for West Malling Christmas Lights)							<b>£ 1,800.00</b>
Malling Memorial Institute (single cheque 2104) (invoice 61/19 room hire 30/9/19 & invoice 65/19 room hire 21/10/19)							<b>£ 33.00</b>
Nurture Landscapes Ltd (cheque 2105) (invoice 115379 September maintenance, churchyard cut x1, playing field cut x2 pitch re-mark x3 & village green x1)				VAT	355.20 71.04		<b>£ 426.24</b>
Castle Water (cheque 2106) (invoice 2234309, allotment water fees, including adjustment for 1/7/18 - 30/6/2019)							<b>£ 806.92</b>
Mr Mervyn Carr (cheque 2107) (installation of rubbish bin in children's playing area)							<b>£ 103.25</b>
Viking Direct (cheque 2108) (invoice 239927, stamps and stationery)				VAT	79.99 2.00		<b>£ 81.99</b>
Mrs Claire Christmas - authorisation to pay via Faster Payments (Clerk - net salary for October + reimbursement) £1494.84 + £2.40, sundries £7.01, postage £2.70							<b>£1,506.99</b>
Mrs Sarah Howard authorisation to pay via Faster Payments (Asst. Clerk - net salary for October & reimbursement for cable ties & postage £406.44 + postage £3.80 + £2.75)							<b>£412.99</b>
HMRC - authorisation to pay via Faster Payments (Deductions from salaries - October)							<b>£566.25</b>
Nest - authorisation to pay pension contributions by Direct Debit for October							
Employer's contributions							<b>£ 56.25</b>
Employee's contributions (Employees's contributions have already been deducted from salary)							<b>£ 75.00</b>
				<b>TOTAL</b>			<b>£ 6,868.88</b>



<b>WEST MALLING PARISH COUNCIL</b>							
<b>Financial Statement as at 19 September 2019</b>							
<b>Reconciliation</b>							
Balance b/f from 2018/2019						£	99,830.54
<u>plus</u>							
total receipts 1.04.19-31.03.20						£	162,128.25
<u>less</u>							
total payments 1.04.19-31.03.20						£	99,020.62
						<b>Total</b>	<b>£ 162,938.17</b>
Deposit account						£	71,634.55
Current account				£91,925.85			
	less unrepresented cheques			£622.23			
						£	<u>91,303.62</u>
						<b>Total</b>	<b>£ 162,938.17</b>
<b>Unrepresented Cheques</b>				<b>Date Issued</b>			
	2044 M Stacpoole	£	25.80	23/05/2019			
	2077 The Safe Shop	£	225.18	02/09/2019			
	2084 Gala Tent	£	240.00				
	DD Nest	£	<u>131.25</u>	16/09/2019			
		£	622.23				