

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE
PARISH COUNCIL
HELD ON 4TH NOVEMBER 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 Sara Margetts
Ms Camilla Medhurst
Ms Min Stacpoole
Mr Peter Stevens
Mr David Thompson

Also present:

Minute		Action by	Action taken	Response
19/621	APOLOGIES FOR ABSENCE were received from Mr Nick Stapleton, Mrs Yvonne Smyth and Borough Councillor Lee O'Toole..			
19/622	DECLARATIONS OF INTEREST – none			
19/623	CASUAL VACANCY			
623.1	It was noted that T&MBC had advised that the vacancy could now be filled by co-option.			
623.2	It was noted that one applicant had withdrawn from the process and it was unanimously agreed that Ms Sara Margetts be co-opted to the council.			
19/624	MINUTES – following an amendment at minute number [19/554] the minutes of the meeting held on 7 th October were approved and signed. The minutes were amended to read 'It was agreed that the Clerk be paid 18 hours overtime accrued during the Bellway Inquiry'.			
19/625	MATTERS ARISING			
625.1	19/543.1 – Boots Chemist – Mrs Javens had had the opportunity to speak with one of the pharmacists who has confirmed that management are looking to move the pharmacy lines nearer the dispensing till. Members had previously expressed concern that members of the public could reach behind the unmanned till and take medicines. It was confirmed that there is not the funding for a second till to be manned. Ms Medhurst commented that there are issues of privacy as conversations between the			

<p>625.2</p> <p>625.3</p>	<p>pharmacist and customer can be overheard.</p> <p>19/547.2 - anti-social behaviour / criminal damage etc – it was confirmed that should incidents arise again that they should be reported to both the Police and Clarion Housing Association.</p> <p>19/546.3 – RAF in West Malling – Mrs Javens was able to provide the following information taken from Tonbridge and Malling Commemorative Brochure 1989 which was written by Robin Brooks.</p> <p>June 1940 RAF West Malling became operational as regular airmen arrived. Not an active Battle of Britain Airfield. Battle of Britain dates 10th July to 31st October 1940. Guy Gibson was with 29 Squadron 1941/42.</p> <p>The following information is taken from one of Robin Brooks books. 30th October 1940 Fighter Squadron No 66 arrived. 14th April 1941 the Station was ready to accept full Squadron status.</p>			
19/626	<u>CHAIRMAN'S ANNOUNCEMENTS</u>			
	<p>Major Browne – Mrs Dean reported that Major Browne had passed away. It was understood that the funeral is to take place on Friday 15th November, Clerk to confirm timings.</p> <p><i>Subsequent to the meeting, the timing of the funeral was confirmed as 11.30</i></p> <p>There was general discussion regarding the possibility of a blue plaque to commemorate Major Browne's association with West Malling.</p>			
19/627	<u>QUESTIONS FROM MEMBERS OF THE PUBLIC</u> – none			
19/628	<p><u>QUESTIONS FROM COUNCILLORS</u> –</p> <p>Staffing Matters - Mr Stevens asked if appraisal dates for both the Clerk and Assistant Clerk had been confirmed. It was agreed that Monday 11th November was a convenient date – timings to be confirmed.</p> <p>Remembrance Day signage – Ms Barkham commented that a number of the road closure signs were not positioned correctly. To be noted for next year.</p> <p>Pavements – Ms Margetts commented that a resident had slipped on leaves on Lavenders Road. It was agreed that there were a number of areas within the town which were dangerous due to fallen / slippery leaves. Clerk to contact TMBC</p>	Clerk	✓	
19/629	<u>POLICING MATTERS</u>			
629.1	<p><u>Police Update</u></p> <p>Police report was circulated. Mrs Dean asked members to encourage residents to report all incidents via 101 as it was noted that recent incidents of anti-social behaviour had not been recorded as they had not been reported.</p>			
629.2	<p><u>Other Policing Matters</u></p> <p>Mr Bullard reported that members of the Joint Parishes Traffic Group were unhappy that the Police are not attending the volunteer Speedwatch sessions that take place borough wide. It was agreed that a Police presence does provide the scheme with more weight. The Clerk reported that she had emailed PCSO Robinson to ask if he would be able to attend sessions in the future.</p>			
19/630	<u>GENERAL ELECTION</u>			

	The General Election date of 12 th December was noted. Mrs Dean explained the period of purdah during which a parish council must not appear to suggest support for one particular person or party.			
19/631	<u>LOCAL PLAN</u>			
	The public consultation exercise on the documents published since January will conclude on 16 th December (<i>subsequent to the meeting it was confirmed that the consultation had been extended to 23rd December</i>). Link to consultation: https://www.tmbc.gov.uk/services/planning-and-development/planning/planning-local-plans/local-plan-examination-contents/local-plan-post-submission-consultation It is anticipated that the pre-hearing will take place at some point in February / March.			
19/632	<u>NEIGHBOURHOOD PLAN</u>			
632.1	It has previously been agreed that a streamlined Neighbourhood Plan be progressed. Public meeting – a public meeting is to be held on Sunday 17 th November 2-4pm at West Malling Primary School. The meeting will commence with a presentation on the Neighbourhood Plan followed by a question and answer session. Comments and suggestions will be collated as part of the evidence gathering process. During the second part of the meeting, a representative of the owners of Arundel House will be present to outline plans for the property.			
632.2	Steering group – it was agreed that a steering group be established. The following members volunteered, Mr Thompson, Mrs Dean, Mr Bullard and Ms Medhurst; Mrs Smyth had previously confirmed her interest and Mr Stapleton and Ms Stacpoole confirmed their interest following the meeting. It is hoped that after the initial meeting that members need only attend if the agenda item relates to a specific interest.			
632.3	Leaflet design & print costs – it was agreed that the costs in the sum of £80 +VAT be paid Distribution of leaflets for delivery was agreed.			
19/633	<u>BLAISE FARM QUARRY</u>			
633.1	<u>Letter from Offham Parish Council</u> Receipt was noted of a letter from Offham Parish Council regarding the build of the Anaerobic Digestion Plant and the impact of the plant on neighbouring communities. Offham Parish Council expressed concerns about nuisance from flies, odours, the impact of vehicle movements on local communities and hours of construction and have written to T&MBC, KCC, EA, as well as New Earth Solutions and Bio Construct asking that the planning permission be adhered to and that the best possible build is carried out on site. A site visit (with neighbouring parish councils if they so wish) has been requested. Following discussion, it was agreed that WMPC would request to be part of any future site meetings. Members were in particular concerned about the number of vehicle movements and that vehicles are not prohibited from driving through Offham, West Malling and Mereworth, there are signs on site advising that HGV drivers that they should not travel through the settlements 'unless they are collecting waste from within those settlements'; but there is a lack of enforcement should they breach this. Members were also concerned as to the very wide catchment area from which waste is accepted and were in agreement that additional Anaerobic Digestion Plants should be built within other counties. Clerk to write to Offham Parish Council	Clerk	✓	
633.2	<u>Planning Applications</u>			

WMPC noted receipt of 4 planning applications relating to Blaise Farm Quarry. It was agreed that a request for an extension of time be made to KCC and that comments would be drafted outside of Full Council and emailed to all members for comments.

Subsequent to the meeting, the following comments were submitted to Kent County Council, Planning Applications Group:

KCC/TM/0211/2019 (TM/19/02396/MIN) – Blaise Farm Quarry - Temporary development of an Anaerobic Digestion plant with ancillary gas-to-grid plant and associated infrastructure (part retrospective)

KCC/TM/0202/2019 (TM/19/02397/MIN) – Blaise Farm Quarry - Section 73 application to vary conditions 7 (documents & drawings), 19 (Combined tonnage) and 22 (HGV movements) of planning permission TM/12/2549 (AD/ATC Plant) and consequentially vary conditions 4 (surface water drainage scheme), 5 (lighting scheme), 12 (external colour treatment) & 18 (Advanced Thermal Conversion percentage inputs)

KCC/TM/0203/2019 (TM/19/02398/MIN) – Blaise Farm Quarry - Section 73 application to vary condition 13 (combined tonnage) of planning permission TM/14/532

KCC/TM/0204/2019 (TM/19/02399/MIN) – Blaise Farm Quarry - Section 73 application to vary condition 3 (documents and drawings) of planning permission TM/13/3657

West Malling Parish Council have considered the above applications and would wish to object / comment as follows:

Tonnage

These proposals request an exponential increase in the total tonnage of waste permitted to be processed on the site. The real terms increase of 86,000 tonnes is dramatic and the Parish Council has significant concerns around the impact of this increased tonnage on the local environment, including the potential generation of harmful or unpleasant odours, the effects on localised air quality and the way this may encourage flies to the area.

Traffic

The Parish Council has significant concerns about the impact of increased vehicle movements in what is an already overburdened road network. The real increase in the number of vehicle movements as detailed in the plans is for 84 additional movements Monday to Friday and 38 additional movements on Saturdays. This is a significant increase and will place great pressure on approach roads, such as the Ashton Way by-pass for those vehicles approaching from the North and King Hill for those approaching from the south. Accordingly, the number of permitted vehicle movements should be reduced.

In addition, there must be an absolute prohibition on vehicles entering West Malling, Offham and other surrounding settlements unless they are collecting waste from these areas. This must obviously be properly enforced and the Parish Council would encourage KCC to consider technological solutions such as GPS tracking to encourage compliance. KCC should also consider how vehicles movements can be incentivised to take place outside of peak hours to limit the impact on local roads during rush hours.

Catchment area

While anaerobic digestion is more environmentally sustainable means of handling waste than other methods, the catchment area of this plant will mean lorries travelling significant distances in order to deliver waste from as far afield as West Sussex and parts of East Anglia. This is not only undesirable, but also makes the operation as a whole much less sustainable owing to the extra CO₂ which will be generated by such regular and long distance lorry movements. Accordingly, the proposals should be amended to limit the

	<i>geographic area that the plant is able to accept waste from in order to limit the environmental damage of increased carbon emissions.</i>			
19/634	<u>SWAN STREET STREETLIGHTING</u>			
	<p>Recommendation from the Highways Committee that an additional streetlight be installed and funded from general reserves. Costs would be £2270 for Streetlights to install the column and an estimated £1153 for UKPN works.</p> <p>It was agreed that an additional column should be installed, but that this was to be funded from the 2020/21 precept. Clerk to note draft budget.</p>	Clerk	✓	
19/635	<u>TWITCH</u>			
	Members were asked to consider the payment of £89.00 plus VAT for a key fob to allow Malling Society members vehicular access to Douces Manor on the dates that The Twitch is open to the public. Agreed.			
19/636	<u>KEY HOLDING / EMERGENCY CONTACTS</u>			
	<p>Recommendation from the Amenities Committee to consider emergency contact arrangements for the barriers at both the cricket meadow and village hall.</p> <p>There followed a general discussion regarding the need for out of hours access in emergency situations and the possibility of the Clerk having a separate mobile phone as the point of contact in an emergency.</p> <p>It was agreed that in an emergency situation the emergency services cut through the height barriers. A sign should be erected displaying the parish office daytime number. The Clerk detailed which hall / playing field users had a key to the barrier and this was considered satisfactory.</p> <p>Clerk to discuss further with Community Safety Unit</p>	Clerk		
19/637	<u>ARRANGEMENTS FOR REMEMBRANCE SUNDAY / ARMISTICE DAY</u>			
	<p>Arrangements noted:</p> <p>Sunday 10th 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 11th November: 11 o'clock service at the War Memorial.</p> <p>Mrs Dean to send instructions to volunteers.</p>	TD	✓	
19/638	<u>FINANCIAL MATTERS</u>			
638.1	Accounts for payment - totalling £14,241.21 were approved - see attached.			
638.2	Financial Statement – bank reconciliation as of 23 rd October was received – see attached			
638.3	Draft Budget 2020/21 – progress was reported, to be reviewed further at F&GP Committee.			
19/639	<u>MATTERS FOR REPORT</u>			
639.1	<p>Amenities Committee – receipt was noted, of the draft minutes of the meeting held on 14th October</p> <p>19/564 – the committee welcomed the new Chairman of the Village Hall Committee, Julian.</p>			

	19/571 – the Autumn litter pick was successful with 17 people attending.			
639.2	Highways, Transportation and Streetlighting Committee - receipt was noted, of the draft minutes of the meeting held on 21st October There were no questions			
639.3	Planning Committee – Mr Thompson gave a verbal report of the meeting held on 29 th October. Elite Pubs, Office at The Coach House – application for a change of use from office and holiday let to bed and breakfast. WMPC did not object to the application, but did comment on the lack of windows and fire escape in guest room 2 on the ground floor. The Farmhouse – application to vary premises licence – Mr Thompson reported on the review hearing and the changes to the licence. The Farmhouse have requested a meeting with representatives of WMPC and it was agreed that a meeting be fixed, if possible, on Monday 18 th November. Clerk to arrange.	Clerk	✓	
639.4	Malling Action Partnership – an application is to be made to cover the cost of volunteer insurance and a display board.			
639.5	Rotary House – no update			
639.6	School Governors – no report			
639.7	Malling Society <ul style="list-style-type: none"> • The next Executive Committee date of Friday 15th November was noted. • The AGM date of Tuesday 19th November was noted. The AGM is to take place at West Malling CE Primary School and will start at 4.30. 			
639.8	Chamber of Commerce / Christmas Lights Committee – it was noted that the Chamber of Commerce had invited members of WMPC to judge the Christmas Window Dressing Competition. Judging is to take place on Saturday 30 th November. Mrs Javens, Ms Barkham volunteered as did Mr Stapleton following the meeting.			
639.9	Tonbridge & Malling Borough Council Parish Partnership Panel meeting – meeting date of 14 th November was noted. Clerk to forward agenda once published	Clerk	✓	
639.10	KALC/NALC/ACRK/CPRE: KALC – AGM date of Saturday 30 th November at Ditton Community Centre was noted CPRE – AGM date of Friday 22 nd November at Lenham Community Centre was noted.			
19/640	<u>MEETING DATES</u> Amenities Committee – Monday 11 th November (concentrating on allotments) F&GP – Monday 25 th November 2019 at The Clout Planning Committee – Tuesday 26 th November 2019 Macey's Meadow Advisory Committee – Wednesday 6 th November Highways – Monday 16 th December at The Clout Blaise farm Liaison Meeting – Tuesday 10 th March 2020 at T&MBC offices			

19/641	REPORT OF BOROUGH COUNCILLOR - no report			
19/ 642	REPORT OF COUNTY COUNCILLOR –			
	Mrs Dean reported that Roger Gough is the new leader of Kent County Council.			
	<p>There being no other business, the Chairman thanked members for attending and closed the meeting at 9.44</p> <p>Signed..... Dated.....</p>			

WEST MALLING PARISH COUNCIL						
Financial Statement as at 23 October 2019						
<u>Reconciliation</u>						
Balance b/f from 2018/2019						£ 99,830.54
<u>plus</u>						
total receipts 1.04.19-31.03.20						£ 190,786.08
<u>less</u>						
total payments 1.04.19-31.03.20						£ 176,229.64
					Total	£ 114,386.98
Deposit account						£ 71,634.55
Current account				£44,949.48		
less unrepresented cheques				£2,197.05		
						<u>£ 42,752.43</u>
					Total	£ 114,386.98
<u>Unrepresented Cheques</u>			<u>Date Issued</u>			
2044	M Stacpoole	£ 25.80		23/05/2019		
2103	Chamber of Commerce	£ 1,800.00		07/10/2019		
2084	Gala Tent	£ 240.00				
	DD Nest	<u>£ 131.25</u>		21/10/2019		
		<u>£ 2,197.05</u>				