

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE
PARISH COUNCIL
HELD ON 2ND NOVEMBER 2020, 7.30 PM
VIA ZOOM CONFERENCE CALL

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 Siobhan Kirk (Kings Hill Parish Council – until 8pm)

Minute		Action by	Action taken	Response
20/467	<u>APOLOGIES FOR ABSENCE</u> were received from Mr Nick Stapleton, Mrs Yvonne Smyth and Borough Councillor Lee O'Toole			
20/468	<u>DECLARATIONS OF INTEREST</u> – none			
20/469	<u>MINUTES</u> – the minutes of the meeting held on 5 th October were approved and are to be signed at a later date.	TD	✓	
20/470	<u>MATTERS ARISING</u> - there were no matters arising			
20/471	<u>CHAIRMAN'S ANNOUNCEMENTS</u> - none			
20/472	<u>QUESTIONS FROM MEMBERS OF THE PUBLIC</u> - none			
20/473	<u>QUESTIONS FROM COUNCILLORS</u> – Ms Stacpoole asked if progress had been made regarding the dip at the entrance to Macey's Meadow (Alma Road / Norman Road junction). Mrs Dean stated that she was discussing this with KCC.			
20/474	<u>POLICING MATTERS</u>			
474.1	<u>Police Update</u> – not received			
474.2	<u>Other Policing Matters</u> Sheds – it was noted that there had been 2 more shed break-ins and an incident of a man breaking into a car in Offham Road. It was agreed that WMPC put another message on social media asking that residents be vigilant and to report any incidents to the Police.	NS	✓	
20/475	<u>LOCAL PLAN / WATES APPEAL</u>			

	<p>Local Plan - Hearings were held between 6th & 8th October at which discussions took place on the Duty to Cooperate and other legal compliance issues; the Inspector has expressed concerns in relation to legal compliance and as a result the hearings scheduled for weeks commencing 2nd & 9th November have been cancelled. A further letter from the Examining Inspectors is awaited.</p> <p>Wates Appeal – Statement of Case is due to be submitted 3rd November. As a result of the Inspector's letter (see above) and the inevitability of the Local Plan being delayed, T&MBC is consulting members of the Area 3 Planning Committee regarding whether or not the argument of prematurity should still be pursued. This letter has been shared with East Malling & Larkfield Parish Council and the Parish Council legal representatives.</p> <p>Following discussion it was agreed that WMPC would continue with the argument of prematurity until the Inspector's update letter is received and can be evaluated. The argument of prematurity should therefore be included in the Statement of Case and this decision can be reviewed on receipt of the letter.</p>			
20/476	<u>REMEMBRANCE DAY /ARMISTICE DAY</u>			
	<p>Following the latest Government lockdown announcement, St Mary's Church and the Parish Council are awaiting further Government guidance. It is hoped that the 2 services can still take place as planned, 10:50 – 11:10 on both the 8th & 11th November with wreaths being laid on the 11th November.</p> <p>Stewards and collection volunteers confirmed.</p>			
20/477	<u>WEST MALLING VOLUNTEERS SCHEME</u>			
	<p>A meeting of the organisers of the scheme took place on 14th October. At that meeting it was agreed that due to winter approaching and the strong possibility of a second wave of Covid-19 cases that the scheme should continue. It was noted that during this lockdown residents have not been asked to shield.</p> <p>It was agreed that a new rota with new volunteers would need to be organised and that customers be contacted to see if they may need help during the upcoming lockdown.</p>			
20/478	<u>WEST MALLING CHRISTMAS TREES</u>			
	<p>It was agreed to request that the lights be switched on at the end of lockdown - 2nd December.</p> <p>Costs – the figure in the 20/21 budget for trees and Christmas event is £2250 with the expected costs for the supply, transportation and lights installation to be £2510 – the additional sum of £260 was agreed.</p>			
20/479	<u>WEST MALLING CHRISTMAS WINDOW COMPETITION</u>			
479.1	It was agreed that the window competition would be judged on Saturday 5 th December at 12 noon. Arrangements could be subject to change depending on Covid 19 restrictions.			
479.2	It was agreed that WMPC would fund the engraving of the shields. The sum of £50 and under was agreed.			
20/480	<u>NALC CLIMATE CHANGE SURVEY</u>			
	<p>This survey explores what local councils are currently doing to tackle climate change in their local area, the challenges they encounter and the difficulties they face when executing decisions.</p> <p>Link https://www.surveymonkey.co.uk/r/HVNZMR6 Deadline 29th January 2021</p> <p>Ms Margetts & Ms Stacpoole agreed to consider the consultation.</p>	SM MS		

20/481	KCC BUDGET CONSULTATION 2021/22			
	https://www.kent.gov.uk/about-the-council/finance-and-budget/our-budget Deadline 24 th November 2020			
	Ms Medhurst agreed to consider the consultation.	CM		
20/482	FINGERPOSTS & NOTICEBOARDS INSTALLATION			
482.1	It was agreed that Standing Orders be suspended in order to accept Amey quotation for installation of fingerposts and noticeboards without tender quotation exercise, (Standing Orders stipulate that 3 quotes be received) in view of difficulty in locating qualified contractors willing to undertake the work. Costs are expected to be covered within the agreed budget.			
482.2	It was further agreed to delegate to Clerk in consultation with Chair, Vice Chair and Chair of Highways, decisions relating to alterations to fingerpost/noticeboard scheme which may arise from installation and or survey.			
20/483	<u>FINANCIAL MATTERS</u>			
483.1	Accounts for payment - totalling £12,727.71 were approved - see attached.			
483.2	Financial Statement – bank reconciliation as at 29 th October was received – see attached			
20/484	<u>MATTERS FOR REPORT</u>			
484.1	Amenities Committee – receipt was noted, of the draft minutes of the meeting held on 12 th October 2020 There were no questions.			
484.2	Highways, Transportation & Streetlighting Committee - receipt was noted of the draft minutes of the meeting held on 19 th October 2020. There were no questions.			
484.3	Planning Committee – receipt was noted of the draft minutes of the meeting held on 27 th October 2020. [20/462] Broadwater Farm – it has been agreed that a joint meeting be arranged with Berkeley Homes and potentially Kings Hill Parish Council. East Malling have expressed an interest in a meeting.			
484.4	Malling Action Partnership – the Malling Mail insert in the Downs Mail has previously been sponsored by MAP; the Downs Mail is now being published fortnightly and is no longer being delivered door to door, MAP is now considering how the £3000 grant is to be spent moving forward and will be looking to have discussions with other publications / renegotiate contract.			
484.5	School Governors – no report			
484.6	Malling Society - no report			
484.7	Chamber of Commerce / Christmas Lights Committee – no report			
484.8.	Tonbridge & Malling Borough Council – it was noted that the next meeting of the Parish Partnership Panel will take place on Thursday 12 th November.			
484.9	KALC/NALC/ACRK/CPRE: KALC –			

	<p>it was noted that the KALC AGM will take place virtually on Saturday 28th November. It was noted that KALC news is now available on the KALC website It was noted that the T&M KALC Committee meeting will be held on 10th December.</p>			
20/485	<p><u>MEETING DATES</u></p> <p>Amenities Committee – Monday 9th November 2020 (concentrating on allotments)</p> <p>Finance & General Purposes Committee – Monday 16th November 2020</p> <p>Planning Committee – Tuesday 24th November 2020</p> <p>Full Council – Monday 7th December 2020</p>			
20/486	<p><u>REPORT OF BOROUGH COUNCILLOR, NICK STAPLETON</u></p> <p>The road naming team have confirmed to me that the new road behind Reshape House is to be called Davison Close.</p> <p>Regarding COVID-19, should we be in a situation where we change tier or have to have another lockdown, be it local or national, TMBC will contact all of the groups that they worked with during the previous lockdown (parish councils, churches, volunteer groups) to let them know the situation and rules in place. There was a concern that if there was a local lockdown, how would all residents know exactly what was going on.</p> <p>Berkeley Homes have delivered a leaflet to parts of East Malling, West Malling, Larkfield and Kings Hill, outlining their intention to submit a planning application for the land north of Kings Hill on part of Broadwater Farm. The application is expected to be submitted over the next few months.</p> <p>There's been a number of complaints from residents regarding the litter left behind when the paper and cardboard waste is collected. Also, the food caddies continuing to be thrown on footpaths and driveways. This has been passed to the Waste Services department and Urbaser.</p>			
20/487	<p><u>REPORT OF COUNTY COUNCILLOR –</u></p> <p>1. I have authorised spending of £3,000 of my County Councillors' Fund on preparing the design for a 20 mph scheme for the whole of my County Division ie Larkfield, East Malling and West Malling. Maps have been prepared and are with KCC Highways officers who will then recommend which streets could be included in a 20mph scheme with signage and road markings only, which streets will need additional traffic calming before being appropriate, and which streets they would not recommend for a 20mph limit. The agreed design will then be subject of public consultation, and reported to the Joint Transportation Board in 2021.</p> <p>2. Residents of A20 London Road have suffered a great deal of noise and traffic increase during diversions for resurfacing, smart motorway and Brock related work. Many diversions have been during the night, leading to increased distress. I asked a formal question at the last County Council meeting about what plans KCC has for the road to alleviate this disruption, and reduce speeds and traffic noise between Wrotham and New Hythe Lane. The response was that KCC do not use noise as a reason for resurfacing, and only the section between Castle Way and New Hythe Lane require resurfacing because of the state of the road surface. On the issue of speed, I have agreed to joint fund WITH Mrs Hohler a route study of the A20, and this may help to achieve the lower speeds and quieter surface residents require.</p> <p>3. KCC has published a list of issues which need resolution before Jan 2nd in order to be sure that Kent avoids disruptive congestion and confusion with Brexit on Jan 2^{n.d}</p> <p>a) Traffic management for several junctions of M2and M20, including particularly junctions 10 and 10a Ashford.</p> <p>b)Border readiness to reduce Kent congestion</p> <p>c) a national communications plan for key consistent messages about Dover port, Eurotunnel for customers, residents and businesses,</p>			

	<p>d))and an assurance that the online ' check an HGV ' is ready to cross the border' will be ready by Jan 2ND..</p> <p>e)Proper authorisation for the lorry parks and detailed operational plans for each ,</p> <p>f) the composition of the prioritised freight to be fast tracked,</p> <p>g) Government plans for dealing with levels of freight beyond Kent's capacity outside Kent,</p> <p>h) Decisions regarding the use of Sevington</p> <p>i) additional resources for Trading Standards at inland Border Facilities</p> <p>j) resources for traffic enforcement. particularly at junctions.</p> <p>4. The National Transfer Scheme has failed to work effectively, and most other councils have taken few if any Unaccompanied Asylum Seeker Children to relieve the pressure on Kent staff, accommodation and resources. KCC continues to refuse to accommodate and care for any further UASC and demanded once again that the Transfer system should be made mandatory.</p> <p>5.. KCC has published its comments and requirements on the Panattoni plans for Aylesford Newsprint.</p>			
<p>20/488</p>	<p><u>CORRESPONDENCE</u></p>			
	<p>The following are available from the Parish Office: CPRE – Kent Voice – Autumn / Winter Open Spaces Society – Open Space Autumn 2020</p>			
	<p>There being no other business, the Chairman thanked members for attending and closed the meeting at 9.00</p> <p>Signed..... Dated.....</p>			

West Malling Parish Council

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<u>Accounts for Payment 2nd November 2020</u>						cheques to be drawn
T&MBC (cheque 2233) (planning permission fee for new streetlight & noticeboards / fingerposts)						£ 117.00
Parkers Fencing (cheque 2234) (invoice 3341 - supply & fitting of play area fencing)						4770.00 £ 5,724.00
						VAT 954.00
Kent County Council (Laser) (cheque 2235) (electricity supply for September)						438.53 £525.11
						VAT 86.58
Streetlights (single cheque 2236) (invoice 11659 - Maintenance Contract Payment 2 of 4) (maintenance £1160.48 + painting of columns £352)						1512.48 £1,814.98
						VAT 302.50
Streetlights (invoice 11762 - Maintenance Contract Payment 3 of 4) (maintenance £1160.48 + painting of columns £352)						1512.48 £1,814.98
						VAT 302.50
KALC (Cheque 2237) (invoice 1480579245 - Clerk training - finance conference)						50.00 £ 60.00
						VAT 10.00
Sara Margetts (cheque 2238) (reimbursement for High Street planter materials)						£ 37.99
November Salaries						
Mrs Claire Christmas - authorisation to pay via Faster Payments (Clerk - net salary for November £1539.49 + reimbursement for fax £1.20, sundries £3.80) +						£1,544.49
Mrs Sarah Howard authorisation to pay via Faster Payments (Ass Clerk - net salary for November £346.18) + postage £17.15 & T-Bar Driver tool £24.23.						£387.56
HMRC - authorisation to pay via Faster Payments (Deductions from salaries - November)						£566.41
Nest - authorisation to pay pension contributions by Direct Debit for November						
Employer's contributions						£ 57.94
Employee's contributions						£ 77.25
TOTAL						£ 12,727.71

