

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE
PARISH COUNCIL
HELD ON 6TH SEPTEMBER 2021, 7.45 PM
AT WEST MALLING VILLAGE HALL NORMAN ROAD

Present: Mrs Trudy Dean (Chairman)
Ms Gwyneth Barkham
Mrs Linda Javens
Ms Sara Margetts
Mrs Yvonne Smyth
Ms Min Stacpoole
Mr Nick Stapleton
Mr David Thompson

Also Present: Mr Keith Mann-co-opted member of the Planning Committee

Minute		Action by	Action taken	Response
21/439	<u>APOLOGIES FOR ABSENCE</u> were received from Ms Camilla Medhurst and Mr Peter Stevens.			
21/440	<u>DECLARATIONS OF INTEREST</u> – none.			
21/441	<u>CASUAL VACANCY</u>			
441.1	The resignation of Mr Keith Bullard was noted			
441.2	It was noted that there is now one casual vacancy. T&MBC have notified the Parish Council that the statutory period will expire at midnight on 7 th September and that if an election is not called, the Council will be able to co-opt.			
441.3	It was noted that one application had been received to date and that this letter of application would be circulated to all members after the 7 th September deadline.	Clerk	✓	
21/442	<u>MINUTES</u> – the minutes of the Parish Council Meeting held on 6th July 2021 were approved and signed.			
21/443	<u>MATTERS ARISING</u> 21/372 – Mr Stapleton updated members on the occupation of woodland in Birling Road, Leybourne.			
21/444	<u>CHAIRMAN'S ANNOUNCEMENTS</u> – Kings Hill and West Malling Eco Hub are to hold a meeting at Ragamuffins café on 23 rd			

	<p>September at 7.30.</p> <p>Ms Stacpoole requested that climate change / emergency be added to the October agenda. Clerk to note.</p> <p>Household Waste Recycling Centres – KCC is currently undertaking a consultation on the future use of a booking system – deadline 30th September. Booking to visit a Kent Household Waste Recycling Centre Let's talk Kent</p> <p>Heritage Weekends, including the opening of St Leonards Tower were noted. Music @ Malling dates were noted Music@Malling (musicatmallong.com)</p> <p>Green space next to K2 Flooring – it was noted that residents of King Street were wishing to take on the maintenance of this site. Ms Margetts commented that much of the rubbish within this area is from the ID restaurant.</p> <p>Clerk to check with the Assistant Clerk as to her enquiries with KCC as to ownership.</p>	Clerk	✓	
21/445	QUESTIONS FROM MEMBERS OF THE PUBLIC - none			
21/446	QUESTIONS FROM COUNCILLORS - none			
21/447	POLICING MATTERS			
447.1	Police Update – receipt of the July Tonbridge & Malling police update was noted.			
447.2	<p>Other Policing Matters</p> <p>Ms Barkham reported that homeowners should be aware of houses being marked in an attempt to see if the homeowners are away on holiday. Rubbish/food is left on the doorstep or driveway which if not cleared up could be an indication that the householder is away. This was reported on Nextdoor.</p> <p>Mrs Dean reported that she had attended a meeting with David Thornewell and Sgt Ballard at which Sgt Ballard had suggested that Speedwatch groups would be supported by the police with the possibility of police being in attendance during the sessions.</p>			
21/448	LOCAL PLAN			
	It was noted that T&MBC has decided not to contest the decision of the Inspector and the current plan has been withdrawn.			
21/449	ROTARY HOUSE			
449.1	<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>Since the last meeting, a leaflet had been distributed door to door asking residents if they supported the purchase of the Rotary House site by WMPC and to detail their preferred usage options if they were in favour.</p> <p>There were 185 returns with 181 residents supporting the purchase and 4 residents opposing.</p> <p>Mrs Dean thanked Ms Margetts and Mr Stevens for compiling the information.</p> <p>WMPC is in the process of contacting local organisations to determine their interest in hiring the building for their activities. Grow 19 and other groups are to visit the site at the end of September.</p> <p>It was agreed that WMPC would support seeking pre-application advice from T&MBC (as the</p>			

	planning authority) and it was further agreed that the Clerk make enquiries about costs and services offered.	Clerk	✓	
449.2	It was agreed that WMPC would pay the sum of £385 for an asbestos survey of the building. KCC to draft a licence to enable Medway Insulations to undertake the survey as the building is not owned by WMPC who will be paying for the service.			
21/450	<u>WEST MALLING PUBLIC TOILET PROVISION/WELCOME BACK FUND</u>			
	<p>Portaloos - T&MBC to be provided with possible locations within the Tesco car park and dates of when the portaloos will be in situ.</p> <p>It was noted that T&MBC have indicated that if they were to agree to porta loos being located in the Tesco car park that there would be a cost of £4.57 per space per day. Members agreed this cost.</p> <p>The Chamber of Commerce has asked its members whether or not they would be agreeable to helping with the upkeep costs of public conveniences.</p> <p>The Changing Places Scheme was discussed and it is understood that T&MBC are aware of the scheme.</p>	TD	✓	
21/451	<u>POTENTIAL BELLWAY APPLICATION</u>			
	<p>Receipt was noted of an email from DHA Planning which advised that Bellway Homes intend to submit to T&MBC a revised Detailed Planning Application in respect of Lavenders Road / Swan Street. In addition, DHA Planning suggested that they would be happy to meet with WMPC so as to discuss the draft proposals.</p> <p>Following a vote, it was agreed (7:1) that WMPC would not meet with DHA Planning. Clerk to advise DHA Planning</p>	Clerk	✓	
21/452	<u>WEST MALLING VOLUNTEER SCHEME</u>			
	<p>It was noted that Rev'd David Green, Mrs Dean, Mr Thompson, Ms Medhurst & Mr Stapleton are to meet on 14th September to discuss the future of the scheme now that the Covid restrictions have been lifted.</p> <p>Mr Thompson reported that he had not received a call on the volunteer phone for a number of months and Mrs Javens reported that she is still speaking to 2 residents via telephone.</p>			
21/453	<u>LICENSING</u>			
	<p>It was noted that The Farmhouse have applied to vary their premises licence so as to extend the licencing hours in the garden until 11pm.</p> <p>It was agreed that the Council would not object to the application and the following comments were sent to T&MBC:</p> <p>Re: Application 21/00699/PREM - Premises License Application in respect of The Farmhouse, 97 High Street, West Malling, ME19 6NA</p> <p><i>West Malling Parish Council has considered this application to remove and replace Condition 1 and 2 of Annex 3 and does not object to the application.</i></p> <p><i>The Council is pleased to note that the rear outside area is to be used for table service only until 23:00 daily and that no live music will be provided between 22:00 and 23:00 in that area.</i></p> <p><i>We would ask that The Farmhouse management remind patrons to leave the premises quietly so as to minimise disruption to neighbouring residential properties.</i></p>			
21/454	<u>AMENITIES</u>			

	Recommendation from the Amenities Committee that the sum of £440 be taken from reserves for the clearance of Plot 4B. This was agreed.			
21/455	<u>REMEMBRANCE DAY</u>			
455.1	Mrs Dean reported that she will be meeting with Rev'd David Green and David Cooper to discuss the arrangements for Remembrance 2021. It is to be decided if the main parade should take place this year. Mr Stapleton will be organising stewards and Mrs Dean will apply for the road closure orders. Mrs Javens reported that the Aylesford & Malling branch of RAFA has closed.			
455.2	It was agreed to purchase an additional 20 large poppies. The figure of £100 was agreed. <i>Subsequent to the meeting, 20 large poppies were purchased on behalf of WMPC by the owner of Soles with Heart at a cost of £3.00 per poppy. A total of £60. Ms Hutchinson to be reimbursed.</i>	Clerk	✓	
21/456	<u>QUEEN'S PLATINUM JUBILEE 2022</u>			
	Bank Holiday dates of Thursday 2/6/22 & Friday 3/6/22 were noted. Arrangements to commemorate the Jubilee to be discussed at a future date.			
21/457	<u>FINANCIAL MATTERS</u>			
457.1	Accounts for payment - totalling £6,900.82 were approved - see attached.			
457.2	Financial Statement – bank reconciliation as at 31 st August 2021 was received – see attached			
21/458	<u>MATTERS FOR REPORT</u>			
458.1	Amenities Committee – receipt was noted, of the agreed minutes of the meeting held on 13 th July and the draft minutes of the meeting held on 9 th August 2021 There were no questions.			
458.2	Planning Committee – receipt was noted, of the draft minutes of the meeting held on 27 th July 2021 There were no questions.			
458.3	Highways Committee – receipt was noted of the draft minutes of the meeting held on 16 th August 2021 There were no questions. Mrs Dean reported that a site meeting had been held with KCC to discuss road safety issues in Swan Street.			
458.4	Macey's Meadow Advisory Committee – the Clerk and Ms Margetts provided a verbal report of the meeting held on 1 st September. It was noted that the committee had agreed not to proceed with an Applefest event this year. A small number of committee members will be meeting to discuss and to ultimately draft a Macey's Meadow Management Plan which will concentrate on the how the meadow is maintained moving forward.			
458.5	Malling Action Partnership – it was noted that the next meeting is to be held on 22 nd September.			

458.6	School Governors – no report			
458.7	Malling Society – no report			
458.8	Chamber of Commerce / Christmas Lights Committee – it was reported that there would not be the usual Christmas lights festival this year but there is the possibility of a scaled down event to coincide with the November Farmers Market.			
458.9	Tonbridge & Malling Borough Council – Parish Partnership Panel – Mrs Dean provided a verbal report of the meeting held on 2 nd September.			
458.10	<p>KALC/NALC/ACRK/CPRE:</p> <p>KALC:</p> <p>Receipt was noted of the KALC Chief Executive Bulletin for July & August 2021</p> <p>Receipt was noted of the KALC News July 2021.</p> <p>KALC AGM – it was noted that the KALC AGM is to be held virtually on Zoom and will include a presentation from Rachel Coxcoon, Director of Climate Guide and Director of the Climate Emergency Support Programme at the Centre for Sustainable Energy on the Climate Emergency Action Plan for local government, communication and carbon footprinting. Motions for the AGM will need to be submitted to chief.executive@kentalc.gov.uk by Friday 17 September 2021</p>			
2//459	<p><u>MEETING DATES</u></p> <p>Amenities (concentrating on allotments) – Monday 13th September 2021</p> <p>F&GP – tbc</p> <p>Planning Committee - Tuesday 28th September 2021</p> <p>Full Council</p> <p>October Full Council – Monday 4th October 2021</p>			
21/460	<p><u>REPORT OF BOROUGH COUNCILLOR, NICK STAPLETON</u></p> <p>I've received a number of complaints again regarding full dog waste bins. I have reported this to Simon Collard of TMBC Waste Services and urged them to increase visits to both Leybourne and West Malling. There's also been a couple of broken bins which have been reported.</p> <p>The Borough Council's boundary review submission changed again - now features W Malling, Leybourne, Offham, Ryarsh and Birling as a 3 member ward. The Conservatives circulated this last minute on the day of the Council meeting. The Boundary Commission will announce their proposal later this year.</p> <p>Unsurprisingly, I have received a huge number of complaints regarding waste collection, or lack of. In particular, the suspension of the garden waste collection. I don't support the decision made by TMBC leadership, and feel we are being far too lenient with the contractor.</p> <p>Kent Police have said they have started training more PCs and PCSOs with speed monitoring equipment. I've requested that perhaps they have a few visits to our local area, given the constant speeding issues and concerns, and to support my efforts, and the Speedwatch scheme's efforts.</p> <p>Following complaints received by Claire, I have discussed the Ryarsh Lane business car park with TMBC. Currently the car park runs at approximately 1/3 full, but there's still businesses requiring parking facilities. TMBC have said they will do regular checks on permits and release new ones as soon as possible. I've also had a chat with the Leader of the Council about any possible new schemes which could be brought in to provide a better turnover of permits, ensuring the car park gets properly used.</p> <p>TMBC made the decision to withdraw their current local plan, given comments from the inspectorate. A new plan will now have to be drawn up, hopefully making better use of brown</p>			

	field sites.			
21/461	<u>REPORT OF COUNTY COUNCILLOR</u> – to follow.			
	<p>There being no other business, the Chairman thanked members for attending and closed the meeting at 9.55</p> <p>Signed..... Dated.....</p>			

West Malling Parish Council							
<u>Accounts for Payment 6th September 2021</u>						cheques to be drawn	
Kent County Council (Laser) (Single cheque 2312)						9.91	£ 10.41
(Electricity supply period July 21 at 5% VAT)						VAT 0.50	
Kent County Council (Laser)						407.28	£ 488.74
(Electricity supply period July 21 at 20% VAT)						VAT 81.46	
C&A Landscapes Ltd (cheque 2313)						710.00	£ 852.00
(invoice CA31947 - Churchyard maintenance 9th July 21. Cutting & strim with additional 3rd man employed)						VAT 142.00	
Wrotham Computer Care Ltd (cheque 2314)						55.00	£ 66.00
(invoice 217577 - work undertaken to re-install Office 365 / Macafee & configure Outlook email)						VAT 11.00	
Kents Handyman (cheque 2315)							£ 165.00
(invoice 10049 to supply & fit 3 x 3in fence posts to existing fence at allotment Plot 21B)							
Malling Memorial Institute (cheque (2316)							£ 33.00
(invoice 5/21 room hire fees for 9th & 16th August)							
Mr P R L Jenner (cheque 2317)							£ 440.00
(clearance of waste from plot 4 B)							
West Malling Village Hall (cheque 2318)							£ 2,078.00
(Annual contribution £2000 & room hire chrges for May - August £78.00)							
September Salaries							
Mrs Claire Christmas - authorisation to pay via Faster Payments							£1,597.66
(Clerk - net salary for September £1566.16 + reimbursement for fax £2.40, key cutting £8.60, refuse sacks £10.20, sundries £10.30)							
Mrs Sarah Howard authorisation to pay via Faster Payments							£434.42
(Ass Clerk - net salary for September £410.40 Reimbursement for brackets £18.80 postage £4.50 + £0.72 for photocopying)							
HMRC - authorisation to pay via Faster Payments							£597.69
(Deductions from salaries - September)							
Nest - authorisation to pay pension contributions by Direct Debit for September							
Employer's contributions						£	59.10
Employee's contributions						£	78.80
TOTAL						£	6,900.82

WEST MALLING PARISH COUNCIL							
Financial Statement as at 31 August 2021							
Reconciliation							
Balance b/f from 2010/21							£ 115,499.31
<u>plus</u>							
total receipts 1.04.21-31.03.22							£ 69,381.63
<u>less</u>							
total payments 1.04.21-31.03.22							£ 50,617.48
Total							£ 134,263.46
Deposit account							£ 72,055.66
Current account					£62,462.70		
less unrepresented cheques					£254.90		
							<u>£ 62,207.80</u>
Total							£ 134,263.46
Unrepresented Cheques				Date Issued			
2280	T&MBC	£117.00	15.03.21				
	DD Nest	£137.90	16.08.21				
		<u>£254.90</u>					