WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD ON 8TH MAY 2017, 7.30 PM AT WEST MALLING VILLAGE HALL, WEST MALLING

Present: Mrs Trudy Dean

Miss G Barkham Mr Keith Bullard Mr Richard Byatt Mr Larry Collins Mr Steve Harriott Mrs Linda Javens Mr Ben Merchant Mrs Yvonne Smyth Mr Peter Stevens

Also present:

Mrs Sasha Luck (Borough Council)

PCSO Harrison

Minute		Action by	Action	Response
17/252	APOLOGIES FOR ABSENCE were received from Mr Selkirk, also from Mrs Potts (Chairman, Malling Society)			
17/253	ELECTIONS & APPOINTMENTS			
253.1	Election of Chairman Mr Harriott proposed that Mrs Dean continue to serve as Chairman; this was seconded by Mr Stevens and agreed unanimously. There being no other nominations Mrs Dean was re-elected and signed her Declaration of Acceptance of Office in the presence of the Clerk. Clerk to notify T&MBC.	Clerk	✓	
253.2	Election of vice-Chairman Mr Byatt proposed that Mr Selkirk serve as vice-Chairman; this was seconded by Mr Stevens and agreed unanimously. There being no other nominations Mr Selkirk was duly elected.			
253.3	Tree Wardens Members were pleased to confirm the re-appointment of Mr Cosier and Ms Margetts as WMPC's Tree Wardens and wished to thank them for all their efforts.			
17/254	APPOINTMENT OF REPRESENTATIVES			
254.1	WM Village Hall Management Committee – Mrs Turner was confirmed as WMPC's representative. Although Mrs Turner was no longer a member of WMPC she remained a Trustee of the VHMC; she had indicated to the Clerk that she would be prepared to continue. Mr Selkirk and Mr Collins were also willing to attend the VHMC meetings and would report to WMPC.			
254.2	Kent Association of Local Councils – it was agreed that attendance at the local T&M meetings would be on an <i>ad hoc</i> basis; but both Mr Byatt and Mr Selkirk indicated that they would attend meetings where possible.			
254.3	Parish Partnership Panel – it was agreed that attendance at the meetings would be on an ad			

	MEMBERSHIP OF COMMITTEES Following a general discussion regarding the committee structure, it was agreed that the Clerk would consider this in her written report. It was noted that within this year there may be the		_
	Following a general discussion regarding the committee structure, it was agreed that the Clerk		
	need for a Neighbourhood Plan sub- committee.		
	Amenities Committee Ms Barkham indicated that she wished to join this Committee. Mrs Trudy Dean (ex officio); Ms Gwyneth Barkham; Mr Larry Collins; Mrs Linda Javens; Mr Richard Selkirk; Mrs Yvonne Smyth; Mr Peter Stevens,		
	Planning Committee Mr Keith Bullard; Mr Richard Byatt; Mrs Trudy Dean (ex officio); Mr Steve Harriott; Mr Ben Merchant; Mrs Yvonne Smyth		
	Highways, Transportation & Streetlighting Committee Mr Keith Bullard; Mrs Trudy Dean (ex officio); Mr Steve Harriott; Mr Richard Selkirk; Mrs Gwyneth Barkham		
	Document Review Group Mr Richard Selkirk and Mr Peter Stevens		
	CCTV / Anti-Social Behaviour Group Open membership		
17/256	ELECTION OF COMMITTEE CHAIRMEN		_
	It was agreed that committee Chairmen be elected at the present meeting		
	Amenities Committee Mrs Dean proposed that Mr Stevens chair the Amenities Committee; seconded by Mrs Linda Javens and agreed unanimously.		
	Planning Committee Mr Harriott proposed that Mr Selkirk chair the Planning Committee; seconded by Mr Byatt and agreed unanimously.		
	Highways, etc Committee Mr Bullard proposed that Mr Harriott chair the Highways Committee; seconded by Mrs Dean and agreed unanimously.		
17/257	ACCOUNTS/ AUDIT		
	The statement of Receipts & Payments for financial year $1.4.15 - 31.3.16$ was approved, the Statement of Assurance for Audit purposes is to be completed at the next Full Council on 5^{th} June 2017.		
257.2	Internal Audit		
	Internal Audit The Clerk notified members that the internal audit was to be carried out by Mrs Hazel Marlor on 16 th May 2017.		
	Mr Harriott agreed to carry out a quarterly internal audit in July; a rota is to be organised amongst members who are not signatories to the Parish Council bank account.		
	DECLARATIONS OF INTEREST - none other than those routinely declared		
17/259	MINUTES of the meeting held on 3 rd April 2017 were approved and signed		
17/260	MATTERS ARISING from the minutes not otherwise on the agenda		_
260.1	(196.7) The Cascade – The Malling Society had previously raised concerns about the condition of the Cascade and the lack of flowing water. Mrs Dean explained to members that the Cascade had the highest level of protection and that it would not be necessary to clean the Cascade. It was noted that the water was now flowing faster since the recent rainfall.		

The Abbey have asked for help with leaf clearing etc; members expressed an interest in assisting and encouraging members of the community to voluniteer. 260.2 (186.2) Drs Surgery - Mrs Dean confirmed that a meeting with the Practice Manager is still to be scheduled. 177.261 CHAIRMAN'S ANNOUNCEMENTS West Malling Village Hall - WMVH are currently participating in the Bags of Help scheme in West Malling Tesco to raise funds for the renovation of the village hall roof. 177.262 QUESTIONS FROM COUNCILLORS - none 177.263 POLICING MATTERS Policing report - updated crime figures for the last 3 months were discussed. The Clerk had broken the offences down to those solely committed in West Malling. 177.264 SOUTH EASTERN RAIL FRANCHISE CONSULTATION The Highways Committee recommended that the draft response written by Mr Stevens be adopted as the formal response on behalf of WMPC . Members thanked Mr Stevens for drafting the document and it was agreed to adopt the document in full. Clerk to submit. See response attached Costs for Phase 3 of the planned, ongoing streetlight maintenance have been considered and agreed at a recent meeting of the Highways Committee; the Highways Committee recommend that the costs be agreed by Full Council. This work is to take place alongside the structural survey and it is hoped that by September / October that the bulk of the maintenance work will have been completed. The Committee has budgeted 520,000 for Phase 3 work. Members accepted the recommendation of Highways Committee and agreed to accept the quote. Clerk to notify Mr Bonner of Streetlights. 17/266 STREETLIGHT MAINTENANCE CONTRACT The initial 12 month streetlight maintenance contract has recently expired; a 3 year renewal is offered with the first year being the same price as the year which has just been completed and the second and third rising in line with inflation. Mr Harriott stated that the Parish Council had struggled to find an effective contractor and that both Ken (of Streetlights) and his team have been eve	assisting and encouraging members of the community to volunteer. 260.2 (186.2) Drs Surgery - Mrs Dean confirmed that a meeting with the Practice to be scheduled. 17/261 CHAIRMAN'S ANNOUNCEMENTS West Malling Village Hall - WMVH are currently participating in the Bags of West Malling Tesco to raise funds for the renovation of the village hall roof. 17/262 QUESTIONS FROM COUNCILLORS - none 17/263 POLICING MATTERS Policing report - updated crime figures for the last 3 months were discusse broken the offences down to those solely committed in West Malling. 17/264 SOUTH EASTERN RAIL FRANCHISE CONSULTATION The Highways Committee recommended that the draft response written by Madopted as the formal response on behalf of WMPC . Members thanked Mrs drafting the document and it was agreed to adopt the document in full. Clerk to submit. See response attached 17/265 STREETLIGHTS - PHASE 3 Costs for Phase 3 of the planned, ongoing streetlight maintenance have bee agreed at a recent meeting of the Highways Committee; the Highways Committat the costs be agreed by Full Council. This work is to take place alongside the structural survey and it is hoped that October that the bulk of the maintenance work will have been completed. The budgeted £20,000 for Phase 3 work. Members accepted the recommendation of Highways Committee and agreed quote. Clerk to notify Mr Bonner of Streetlights. 17/266 STREETLIGHT MAINTENANCE CONTRACT The initial 12 month streetlight maintenance contract has recently expired; a offered with the first year being the same price as the year which has just be the second and third rising in line with inflation. Mr Harriott stated that the Parish Council had struggled to find an effective of both Ken (of Streetlights) and his team have been very responsive. It was agreed to enter into a further contract with Streetlights but to look into having a break clause, perhaps at the end of two years. Clerk to discuss with Ken Bonner 17/267 CONCRETE SLAB – LAND WEST OF AGE CONCERN Recommendation from the Ame			1	1
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268.1 Accounts for payment - totalling £5693.56 were approved- see attached. It was noted that payments totalling £12,179.37 had been approved at quorate meetings (Highways Committee on 24 th April 2017) since the previous Full Council.					
	268.2 Financial Statement – was received – see attached.				

17/269	MATTERS FOR REPORT		
	Amenities Committee – receipt was noted, for information of the draft minutes of the meeting		
269.1	held on 10 th April 2017.		
269.2	Highways, Transportation & Streetlighting Committee – receipt was noted, for information of the draft minutes of the meeting held on 24 th April 2017.		
269.3	Planning Committee - – receipt was noted, for information of the draft minutes of the meeting held on 18 th & 25 th April 2017.		
269.4	Macey's Meadow Advisory Committee – receipt was noted, for information of the draft minutes of the meeting held on 5 th April 2017		
269.5	Anti-Social Behaviour Meeting - receipt was noted, for information of the notes of the meeting held on 27th April 2017		
269.6	Malling Action Partnership – no report		
269.7	Rotary House – no report		
269.8	School Governors – no report		
269.9	Malling Society – no report		
269.10	Christmas Lights Committee – no report		
269.11	Chamber of Commerce – no report		
269.12	Tonbridge & Malling Borough Council – cancellation was noted of the Parish Partnership Panel meeting which was due to take place on 15 th June. The next scheduled date of the 7 th September was noted.		
269.13	KALC/NALC/ACRK – no report		
17/270	MEETING DATES		
177210			
	Amenities Committee – Monday 15 th May 2017 (concentrating on allotments)		
	Finance & General Purposes Committee – Monday 22 nd May 2017 (at The Clout, 9 High Street)		
	Planning Committee – Tuesday 23 rd May 2017		
	Highways, Transportation & Streetlighting Committee – Monday 19 th June 2017 (at The Clout, 9 High Street) tbc		
	Anti-social behaviour meeting – Wednesday 24 th May 2017 Macey's Meadow Advisory Committee – Wednesday 26 th July 2017		
17/271	REPORT OF BOROUGH COUNCILLOR See attached report		
17/272	REPORT OF COUNTY COUNCILLOR		
	Due to the KCC elections, business at County Hall has been closed.		
	There being no other business, the Chairman thanked members for attending and closed the meeting at 10.05		

Minutes Full Council 170508	Minutes	Full	Council	1	70508
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Page **5** of **12**

Signed		
Dated		

Response to South Eastern Rail Franchise Consultation

South Eastern Rail Franchise Consultation Co-ordinator Zone 4/13 Department for Transport Great Minister House 33 Horseferry Road London SW1P 4DR

Dear Sirs,

I am writing this response on behalf of the members of West Malling Parish Council ('the Council'). The Council represents the residents of West Malling, a market town situated on the railway line between Swanley and Maidstone East, and served by the *West Malling for Kings Hill* station.

The response was considered by the members of the Highways, Transportation and Streetlighting Committee on 24 April 2017 and ratified at a meeting of the full Council held on 8 May 2017.

The Council's responses are as follows:

1. Do our priorities correctly reflect your views?

Although we believe that the priorities to:

- i.) make trains run on time;
- ii.) improve passenger satisfaction;
- iii.) limiting the number of late-running or cancelled trains;
- iv.) improving communication for passengers;
- v.) optimising current and planned infrastructure; and
- vi.) taking full advantage of the new Thameslink routes

reflect our views, we are very concerned that the priority to provide more space for customers - with an emphasis on Greater London and High Speed Routes - will lead to mainline services through Maidstone East being downgraded, given even less priority than now, and lead to a poorer service for residents of West Malling, with more passengers having to stand for longer.

2. Do you agree that more space is needed for passengers at the busiest times of the day?

More space is needed for passengers at peak times generally. However, the introduction of increased space on Metro services (subject to the ability to increase platform lengths) would be welcome, if, and only if, it leads to a knock-on benefit for passengers on Mainline services from West Malling.

We believe that consideration must be given to reducing the number of stations Mainline trains serve within the Metro area, so that passengers in that area must make use of local stopping services. For instance, we suggest that Mainline trains from West Malling should only stop at Otford and Bromley South to facilitate connections rather than at Swanley and St. Mary Cray as well.

Consideration should also be given to making down trains from London pick-up only at Bromley South during peak periods. Although we appreciate that this is unenforceable, it would act as a deterrent if sufficient local services are available.

Any increase in space for passengers must not be at the expense of comfort. Making passengers stand for longer, or from more stations further out of London, would not be welcome.

- 3. What comments, if any, do you have on options for providing more space through:
 - a.) Longer trains;

We do not believe that longer trains are likely to be an affordable solution, given the constraints on needing to build longer platforms at almost every station on the Maidstone East line, and significant engineering issues surrounding the layout at Maidstone East and London Victoria.

b.) Metro style carriages with larger entrances and more standing room and handholds?

We do not support the introduction of Metro style carriages on Mainline services through to Maidstone East. A journey time of over an hour in peak periods is excessive for being required to stand.

4. Would you support removing First Class seating on the busiest routes to provide more space?

We would support the removal of First Class seating on the busiest routes. The number of instances of First Class being declassified is increasing significantly and First Class provides little additional benefit to passengers, other than slightly more comfortable seating and greater leg room.

5. What comments, if any, do you have on our plans to improve customer service and the overall passenger experience?

We strongly support the plans to improve customer service and the overall passenger experience. The present franchise holder has performed poorly on both measures for several years and this needs to be rectified as a matter of urgency.

6. Do you have any other ideas or priorities for improving customer service?

We have no other priorities for improving customer service.

7. What changes to the fares structure would be of benefit to you?

Simplifying the fare structure should be a priority. There are far too many fare types, discounts and inconsistent restrictions. We note, however, that many of these inconsistencies are across other train operators and regions which would require national agreement.

We also believe that consideration must be given to introducing fairer season ticketing arrangements for part-time and flexible-hour workers.

8. What else could be done to improve the way tickets are sold and provided?

The implementation by the present franchise holder of the smart ticket system was rushed, poorly executed and continues to cause significant problems. We would strongly urge that the new franchise holder is required to scrap the existing smart ticket system as being unworkable and broken, with a new system being introduced that is:

- i.) Properly advertised and explained with a sufficient lead-in time;
- ii.) Implemented in full at the time of launch, taking into account the requirement of ticket-holders to be able to prove eligibility for Gold Card discounts when purchasing other tickets; and
- iii.) Considers the logistics of its use at rural stations.

Further, where ticket offices are advertised to be open at certain times each day, the operators' failure to open said ticket office as advertised will be subject to penalty. The advertised opening times for *West Malling for Kings Hill* is to 7pm on weekdays. It is very rare for the station ticket office to be open at that time.

9. What further comments, if any, do you have on our plans to improve access and facilities at stations?

We welcome plans to upgrade facilities. However, upgraded facilities are only of use if they are maintained to the correct standards and are open as advertised. The station facilities at West Malling have been upgraded in recent years but for a number of months over the past year, the toilet facilities have been closed and inaccessible.

10. What more could be done to improve access and provide facilities for those with disabilities or additional needs?

We believe that the best way to improve access and facilities would be to ensure that stations remain open to their advertised hours, such that passengers are able to rely on access and plan their journeys accordingly.

11. How far do you support, or oppose, the extension of High Speed services from London St. Pancras to Hastings, Bexhill and Rye, where this would represent value for money to the taxpayer?

We oppose the extension of High Speed services if this will lead to a reduction in Mainline services.

12. How far do you support, or oppose, reducing journey times to key destinations in Kent and East Sussex, by reducing stops at less well used intermediate stations to create hourly fast services?

We oppose cutting out less well used intermediate stations (generally rural stations, which although sparsely populated, rely on the rail service). As stated in our answer to question 2 above, we would rather see intermediate Metro stations which are still served by Mainline trains being cut from the stopping pattern in order to improve the journey times.

13. If you support this proposal, which services do you think would most benefit from this approach?

Not applicable.

- 14. Which journeys do you make today which are difficult?
 - a.) By rail?
 - b.) By road, which would be easier by rail?
- 15. Which additional services would you wish to see provided in the next franchise?

A large number of residents who commute to London, do so to work in the City of London. At present, there are a limited number of direct services to the City (morning and evening peak services to and from London Blackfriars). Although we welcome the introduction of Thameslink services via London Bridge to Cambridge in due course, we would like to see more consideration given to direct off-peak services to London Blackfriars or London Cannon Street. This however, must not be at the expense of services to London Victoria.

Residents who make journeys to work in Canary Wharf would welcome connections at Lewisham to the DLR (in conjunction with an improvement in services to London Blackfriars or London Cannon Street).

16. How far do you support, or oppose, options to simplify the timetable?

We support options to simplify the timetable.

17. How far do you support, or oppose, options to reduce the choice of central London destinations served from individual stations with the aim of providing a more regular, evenly spaced timetable, and a more reliable service?

We oppose options to reduce the choice of central London destinations. For West Malling residents, reducing the options leads to:

- a.) More car journeys locally to start journeys at alternative stations, i.e. Sevenoaks for access to London Charing Cross or Ebbsfleet for High Speed Services. We would wish to see a reduction in car use on congested rural routes and more use of local rail services rather than the opposite; or
- b.) Convoluted journeys via central London terminals or via the Medway Valley Line to get from, say, West Malling to Bexley.

where improving options for interchange at London Bridge or Lewisham would benefit passengers.

18. How far do you support, or oppose, plans for the train operator and Network Rail to form a close alliance with the aim of reducing delays and improving performance?

We support plans for closer alliances between the train operator and Network Rail.

19. What are your views on how this alliance should be incentivised and held to account for its performance?

We believe that the new franchise should include sufficient, enforceable and punitive penalties for poor performance, and the contract should automatically strip the operator of the franchise should they not meet their targets.

The targets set must be clearly defined, transparent, designed so as not to be subject to manipulation and widely publicised. Oversight and reporting of the targets must be undertaken by an independent body and should not be a matter of self-assessment by the alliance or the franchise holder. There should be no

ability for the Department for Transport or ministers to not enforce cancelling the franchise if conditions are not met.

- 20. How would you prefer the next South Eastern operator to engage with you:
 - a.) As an individual?

We believe that communication is essential from the new operator, something that has been sadly lacking with the current franchise holder.

'Meet The Manager sessions' must be held at many more stations and at times more suitable to the majority of passengers. For instance, starting a session at London Victoria at 8am is of no use to most people when, in order to avoid the daily closure of the Underground station due to overcrowding, they have already left the station by that time.

Further, the operator must make better use of email and social media – and accept that passengers will be critical when things do not go as they should.

b.) As an organisation (if appropriate)?

As a parish council we have received no communication from the current franchise operator. The new operator must engage with all local councils and user groups, whether it is by regular newsletters regarding services, letters directly to councils, or spreading 'Meet The Manager' sessions to more stations.

21. What approaches to customer service in other companies could be adopted by the next South Eastern operator?

We believe that there are many better examples of customer service within the UK rail industry, most notably on the West Coast and East Coast Mainline operators, and with the existing South West Trains franchise. We acknowledge that the intensity of the South Eastern services and relatively shorter journey distances mean that some Customer Services of airlines and long-distance train franchises might not be appropriate but we believe there is much to gain from examining their processes.

22. Where do you think private sector investment would be of most benefit to the railway?

We believe that the best way to encourage improvements to the railway is through ensuring that the operators are incentivised to invest – through longer franchise agreements that encourage investment in new rolling stock, improving facilities at stations and encouraging more passengers.

23. Should we consider using the more lightly used sections of the railway in a different way? If so, how should this be done?

We would object to seeing any 'Beeching-style' cuts to rural routes. Similarly any considerations to changes to more lightly used sections must look at the broader picture of the rural economy, the provision of other public transport services and the impact on social cohesion. Further, the impact of tourism on the rural economy must be considered and any changes to more lightly used sections should rather ask what can be done to increase usage.

24. Looking to the future, beyond this franchise, what, if any, benefits do you consider there would be for passengers from a franchise with a different geographical boundary?

We are very concerned as to the potential impact of any future carving-out of the Metro routes to an expanded Transport for London. We do not believe that a much smaller Kent mainline franchise would be attractive to potential bidders. Furthermore, we believe that a more powerful TfL will lead to greater pressure on Network Rail to give priority to their services resulting in an ever diminishing quality of service to Mainline passengers.

	West Malling P	arish	Cou	ncil			
<u>Acc</u> ounts	for Payment 8th May 2017					che	eques to be
							drawn
D	(-h 5000)		0	05.00			20.00
	(cheque 5306) 202758 photocopies March 2017)	VAT	£	25.00 5.00		£	30.00
(ITIVOICE 42	202736 priotocopies iviaicii 2017)	VAI	L	5.00			
West Mall	ling Village Hall (cheque 5307)					£	78.00
	se of committee room Jan - March 2017)						
0, 4, 1,	(1, 500)		0.4.0	00.00			0.050.00
	ts (cheque 5308)			00.00		£	2,352.00
(invoice 87	742 - to replace column 73, Water Lane)		£ 3	92.00			
Four Seas	sons (Cheque 5309)		£	61.50		£	73.80
	182 Allotment weed killer x 1,		£	12.30			
cricket me	eadow staples x1, memorial stone cut x1)						
Turfsoil (S	ingle cheque 5310)		£ 2	46.00		£	295.20
	St Marys Churchyard, strim & mow x2)	VAT		49.20			
Touris - !!			0 0	24.00			200.00
Turfsoil inv 49278	Norman rd playing field, mow 3, strim 2)			24.00 44.80		£	268.80
111V 43410	Norman id piaying ileid, mow 3, Stilli 2)		<u> </u>	1 .00			
John Colli	ns (Cheque 5311)						£330.00
(Litter pick	king & other duties - 44 hours @ £7.50 per	hour)					
Mr R Selk	irk (cheque 5312)					£	39.59
	ement of March MailChimp fees)						
Mrs Claire	Christmas (Single cheque 5313 dated 15/5	5/17)				£	1,350.76
	et salary for May 2017						,
	ement for copying of plans for planning mee	ting				£	48.60
/ cost of fa	ax and stamps)						
Mrs Sarah	Howard (Single cheque 5314 dated 15/5/	17)				£	319.29
	rk - net salary for May 2017						
Reimburs	ement for signage costs)					£	31.68
HMRC - a	uthorisation to pay via Faster Payments					£	446.98
	ns from Clerks' salaries May 17						
Nest - aut	horisation to pay pension contributions by I	Direct C	ahit fo	r May	17		
	s contributions	JII C UL L	CUIL IU	i iviay	17	£	16.03
	's contributions					£	12.83
	es's contributions have already been deduct	ed from	salar	y)			
					Total	r	E 602 E6
					Total	£	5,693.56

		WEST M	ALLING	PARIS	H COUN	CIL	
	Financ	ial Statemer	t to be pre	sented to	Full Counci	l 8 May 2	2017
Reconcilia	ation_						
Balance b/	f from 201	6/17					£ 98,172.44
<u>plus</u>							
total receip	ots 1.04.17	7-31.03.18					£ 58,082.38
less							
total paymo	ents 1.04.	17-31.03.18					£ 6,368.92
						Total	£149,885.90
Bank Acco	ounts as a	at 21.04.17					
Deposit ac	count						£ 90,414.75
Current acc	count				£62,339.42		
	less unpr	esented cheq	ues		£2,868.27		
							£ 59,471.15
						Total	£149,885.90
<u>Direct Debi</u>	<u>ts</u>						

Report of Borough Councillor Sasha Luck

West Malling Parish Council 8th May

Councillor's Report

Congratulations to Trudy for winning the KCC Election

Closure of Swan Street 17th June for 2 days outside the Post Office, luckily it will be shut over a week end.

Appledene Farm has replanted the hedge that was removed.

Sophie is standing as a Conservative parliamentary candidate for Birmingham Selly Oak on 8th June