

WEST FARLEIGH PARISH COUNCIL
MINUTES OF THE MEETING
HELD ON MONDAY 19th JANUARY 2009
AT ALL SAINTS CHURCH, WEST FARLEIGH

PRESENT: - Cllr. B. Scott in the Chair, Cllrs. D. Bailey, B. Hards, G. Martin, B. Merritt, J. Morgan, F. Underdown and Mrs V. Stancombe, Clerk

IN ATTENDANCE:- Cllrs. C. Parr and J. Wilson were present until Item 9, PCSO. Joanne Watts, PCSO. Rural Supervisor Nicola Morris and seven parishioners were present at the start and left during the course of the meeting and one parishioner remained throughout the meeting.

1. APOLOGIES

Were received and accepted from County Cllr. P. Stockell and Borough Cllr. B. Mortimer.

2. COUNCILLOR DECLARATIONS

There were no declarations made.

3. MINUTES of the Planning Meeting held on 17th December 2008 and the Full Council Meeting held on 3rd November 2008

The Minutes of the meetings had been previously distributed and were **Agreed** unanimously. The Chairman signed off the official copies.

4. POLICE BUSINESS

4.1 New PCSO

Nicola Morris, the PCSO. Rural Supervisor introduced Joanne Watts, the replacement for PCSO. Hannah Percival who has transferred to another unit and explained they wanted to maintain a good working relationship with the Parish Council. The Council raised the issues of speeding and HGVs on Teston Bridge and requested any available assistance with these issues. PCSO. Joanne Watts reported two crimes since the last meeting being one incident of theft and one attempted theft.

4.2 Maidstone Rural Policing Meeting

Members **Noted** the next meeting of the Rural Neighbourhood Police West Area Parish Council Forum will be held at Loose Parish Pavilion, King George V Playing Field, Loose on Wednesday 18th February and Cllr. Merritt will attend.

ACTION: CLLR. MERRITT

5. FREEDOM OF INFORMATION ACT 2000

Members reviewed the revised Model Publication Scheme issued by the Information Commissioner and **Resolved** to adopt the document as presented with immediate effect.

6. QUALITY COUNCIL

Members discussed the areas that will need to be addressed before QPS could be achieved and it was Agreed to re-visit the items relating to Promoting Democracy and Citizenship and Training at the next meeting.

ACTION: ALL CLLRS

7 HIGHWAY AND FOOTWAY MATTERS

7.1 PROW Bottom of Teston Lane

It was Agreed to defer this item to the next meeting.

7.2 Charlton Lane - Erosion of Highway

Members **Noted** the response from Highways regarding the repair to the eroded corner on Charlton Lane and it was Agreed to have a site meeting with Highways to discuss this issue and Teston Lane. The Clerk was asked to arrange.

ACTION: CLERK

8 RESOURCES AND ENVIRONMENT MATTERS

8.1 Community Centre

A parishioner expressed concerns about the size of the new Centre and the desire to improve the facilities on the current Football Field rather than use the new facilities further up the Lane. Following discussion the Council confirmed that parishioners would be consulted on requirements for the new Centre once the land had been secured.

The letter from Whitehead Monckton had been reviewed by Cllr. Morgan and comments discussed. It was Agreed to appoint Cllrs. Scott and Morgan as the two Parish Councillors to sign the lease and the Clerk was asked to reply accordingly.

ACTION: CLERK

8.2 Village Green

8.2.1 Play Area Repairs

Members considered quotations received for the repair to the Play Equipment and **Resolved** to accept the quotation from Park Leisure at £1200.

8.2.2 New Roundabout

Members considered Park Leisure's offer of a maintenance contract for the new Kidabout at £375.00 per annum but **Agreed** to decline as Member's felt the cost could not be justified. Members **Agreed** the press release to go to local newspapers with the photograph provided by Cllr. Merritt.

ACTION: CLERK

8.2.3 New Finger Post

Members Agreed the press release to go to local newspapers with a photograph provided by Cllr. Merritt.

ACTION: CLERK

8.2.4 Playground Sign

Members **Noted** Highways has advised the location for the new Highways Play Area sign in Charlton Lane was chosen as there were no other suitable sites and the Clerk was asked to arrange a site meeting with the Highways Transportation and Development Engineer to discuss.

ACTION: CLERK

8.2.5 Land

Members discussed the disputed parcel of land adjacent to the triangular section of the village green. Cllr. Merritt had obtained three old Ordinance Survey maps that showed the land as being Village Green. It was Agreed to try and register the land accordingly.

ACTION: CLERK

8.2.6 Posts

The ongoing problem of maintenance of the wooden Village Green posts was discussed and it was Agreed to replace the wooden posts with concrete posts on the corners of the Village Green. Cllr. Merritt to obtain a quotation.

ACTION: CLLR. MERRITT

8.3 Parking Problems in Charlton Lane

Following reports of problems on football days with inconsiderate parking members of the West Farleigh Sports Clubs attended the meeting to discuss. Various points were discussed and the Sports Club assured the Council it would do what it could to alleviate the problems. There followed an explanation of proposals for parking on the Cricket Field to increase parking for the Church and the Club.

8.4 Litter/Salt Bins

Members **Noted** MBC have confirmed the litter bin outside the Good Intent will be re-instated and the broken litter bin under the tree is a Parish Council bin. Members **Agreed** the purchase of another bin on the Village Green is not necessary at the present time.

Members further **Noted** the litter bin outside Oliver North House is the responsibility of SITA who have been contacted to empty as necessary.

Members **Noted** Highways has provided two new salt bins at the top of Charlton Lane. Members **Agreed** a salt bin is also required at the bottom of Charlton Lane. Following discussion regarding the gritting of Charlton Lane, the Clerk was asked to contact Highways to get Charlton Lane on the gritting schedule and a salt bin installed at the bottom of Charlton Lane.

ACTION: CLERK

8.5 KALC Area Committee

Members **Noted** the next Area Committee is to be held on Tuesday 3rd February commencing at 7.30 pm at the Town Hall, Maidstone and Cllr. Scott will attend.

ACTION: CLLR. SCOTT

8.6 Parish Fete

Cllr. Hards reported the Church had approached the Parish Council regarding a Parish Fete. Members **Agreed** to offer their full support to the event.

9 MATTERS OF REPORT

Reports were received as follows:

9.1 County and Borough Councillors' Reports

Cllr Stockell was unable to be present.

Cllr. Parr reported on attendance at meetings to discuss increase in car park charges, including Sunday charges and park and ride fees; the expected Council Tax rise; the problems that the Borough Council is facing in the current economic climate and the need for Parish Councils to seek alternative sources of funding.

9.2 Chairman's Report

The Chairman had nothing specific to report.

9.3 Individual Councillors Reports

Cllr. Morgan reported the provision of a staggered junction sign at Kettle corner is ongoing.

Cllr. Underdown commented on the poor condition of the roads.

Cllr. Merritt informed the Council that there are moles on the green at Smiths Hill and Members **Agreed** to action to resolve the problem. Cllr. Merritt reported problems with a diseased tree opposite the entrance to Jewel Ultra on Cornwallis land and the Clerk was asked to contact Lambert & Foster accordingly.

Cllr. Martin provided an update on the travellers' ponies on Cornwallis land.

9.4 Clerk's Reports

9.4.1 Clerk - Vacation

Members **Noted** the Clerk's vacation dates for 2009.

9.4.2 CiLCA

Members congratulations the Clerk on achieving a pass, with distinction, for her portfolio submitted for the CiLCA and **Noted** there is still one section to be completed on the Power of Well Being and once the relevant legislation has been released, the section is required to be submitted and passed to achieve the Certificate.

10. PLANNING MATTERS

10.1 PLANNING APPLICATIONS

The following planning applications were considered and recommendations made:

10.1.1 Grooms Cottage, Court Lodge, Lower Road - MA/08/2298

Change of use from residential to office use for a temporary period of two years.
Recommendation: No objection.

10.1.2 Little Hoot Oast, Church Lane - MA/08/2491

Erection of a two storey side extension and single storey rear extension and extended raised patio. Recommendation: No objection.

10.2 PLANNING DECISIONS

The following decisions were Noted:

10.2.1 The Estate Office, Smiths Hall, Lower Road - MA/08/1879

Erection of tractor store, boiler house for biomass boiler and wood store. Council recommended: No objection. MBC: Granted Planning Permission.

10.2.2 Diamondbrite House, Ewell Lane - MA/08/2226

Retrospective planning application for external alterations to building and parking areas to including incorporation of extended site area for B1 business use. Council recommended: Approval. MBC: Granted Planning Permission.

10.3 PLANNING ENFORCEMENT

Members considered the letter from MBC regarding Enforcement issues and it was **Resolved** to discuss any Enforcement issued in closed session; that is without any members of the press or public in attendance.

11 FINANCE

11.1 Bank Reconciliation and Expenditure to date

The Budget Monitoring Report to 31st December 2008 was **Noted**.

11.2 Income received since the last meeting

The Chairman perused the records and was satisfied that the balances in hand agreed with the Clerk's records. Actual payments received since the last meeting were:-

Co-op - Interest on Direct Plus Account - Nov/Dec 2008	£14.80
HMRC - Refund VAT	£363.22

11.3 Confirmation of payments already made

It was **Resolved** that the Council approve the following payments made since the last Meeting:-

Mrs. V. Stancombe - Net salary for November	£300.80
Mrs. V. Stancombe - Net salary for December	£312.90
100806 - L. A. Johnson - Annual Grass Cutting Maintenance Charge	£285.00
100807 - Lenham Oak & Fencing Ltd - Posts	£295.43
100808 - Park Leisure Ltd - Roundabout	£9395.50
100809 - The Kent Men of the Trees - Annual Subscription	£25.00
100810 - P. W. Lloyd - Construction Village Green Post	£250.00
100811 - F. Underdown - Materials for Village Green Post	£31.44

11.4 Cheques for signature

It was **Resolved** that the Council approve the following payments made since the last Meeting and the cheques were signed:-

100812 - L. Johnson - Village Green Posts	£60.00
100813 - Churchwarden, All Saints West Farleigh - Hire of Church, 17/12/08 & 19/1/09	£40.00
100814 - B. Scott - Convex Mirror	£107.95
100815 - Mrs. V. Stancombe - Reimbursement of Expenses - November & December	£48.69

11.5 Concurrent Functions - 2009/10 Budget and Parish Precept

Members **Noted** the Concurrent Functions Grant for 2009/10 will be £4,500 and discussed a budget paper produced by the Clerk and it was **Agreed** to set a Precept of £9,500 which will increase the approximate charge for a Band D property to £44.29 - an increase of £7.68 per annum.

11.6 Donations to Voluntary Organisations

Members considered requests for financial contributions and **Resolved** that a donation of £500.00 is made to Evergreens (cheque no. 100816) in recognition of the excellent work the organisation does for the Parish.

11.7 Internal Auditor

While recognising Kim Owen has been an excellent auditor for the Council for a number of years, Members **Resolved** to appoint Kevin Funnell, a professionally qualified Internal Auditor for Parish Councils, which would be a move towards Quality Council Status and the Clerk was asked to write an appropriate letter to Kim Owen.

ACTION: CLERK

12 DATE OF NEXT MEETING

The next full Council Meeting is on Monday 16th March 2009 at All Saints Church. Members considered moving to monthly meetings but due to the extra cost involved **Agreed** to retain the current arrangements for the time being.

There being no further business to be discussed the meeting closed at 10.25 pm.