

WEST FARLEIGH PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 17th SEPTEMBER 2018 AT THE GOOD INTENT, WEST FARLEIGH

PRESENT: Cllr B Scott (Chairman), Cllrs G Martin, J Morgan, H Swan, H Pritchard, Borough Cllr Lottie Parfitt-Reid, PCSO J Pay and Mrs A Broadhurst, Clerk

IN ATTENDANCE: Ten parishioners were present.

Cllr Scott requested, if anyone intended to record the meeting, that they inform the Parish Council.

The Clerk informed all present that she wished to add an urgent item to the agenda, as it could not wait until the November meeting. This would be agenda item 8.6 – Remembrance Sunday Service Wreath. All Councillors were in agreement.

Public Discussion:

PCSO Jasmine Pay introduced herself to all present stating that she was currently covering 7 Wards and was also a member of the Maidstone Task Team. She will soon be leaving the area. It was noted that there were no crimes that had been reported since the last meeting that are relevant to the public. When asked for clarification on this, it was noted that these were crimes that are not a risk to the public, for example domestic abuse or criminal damage within a family (private parties). PCSO Pay informed all present that PCSOs are expected to attend 1 in 3 meeting. Cllr Martin commented that the Police Crime Commissioner, Mr Matthew Scott, had stated that there would be more police presence, however this had not happened. PCSO Pay asked for the dates of the forthcoming meetings and also the arrangement for Remembrance Sunday. **ACTION: Clerk**

A resident asked for an update on the Community Centre. It was noted that a letter had been sent to the Landlord after the July meeting and a further email has since followed this up. There has still not been any decision made by the Landlord as he does not appear able to commit at this present time. A resident stated that there should be various meetings of the Trustees, having been sent a copy of the constitution. Comments were made regarding the money held by the Trust and Cllr Scott responded that all of the relevant information was on the Charity Commissions website for anyone who wished to view it. Several residents continued to make derogatory remarks to Councillors and Cllr Scott registered objections to these. He asked if they wished to take over the Trust and they confirmed that they did not want to take this course of action. Cllr Swan added that the Landlord is only one person within Rookery Estates and that he may be having to speak with them, which is holding up a decision being made.

A resident queried whether the Parish Council could change the day that they meet to enable all Borough Councillors to attend, as the meeting clashes with another local Parish. Cllr Scott responded that that particular Parish has changed their meeting to the same night in more recent years. The Clerk stated that she could seek advice regarding a permanent change to the day, however, it could impact on the financial documents being available in time for the meeting. **ACTION: Clerk**

1. **APOLOGIES**

Cllr B Merritt, Cllr M Moy, Borough Cllr Richard Webb

2. **COUNCILLOR DECLARATIONS**

There were no Declarations of Interest

3. **MINUTES of the Meeting held on 16th July 2018**

The Minutes of the meeting had been previously distributed and Cllr Martin proposed that the minutes were a true record. This was seconded by Cllr Swan, with all in favour. The Chairman signed off the official copy.

4. **POLICE MATTERS**

This item had been dealt with under Public Discussion. The clerk reported that a letter had been sent to the Police Crime Commissioner, Mr M Scott, along with a follow up email and, to date, there had been no response to either.

5. **HIGHWAYS AND FOOTPATH MATTERS**

5.1 **Highways Issues in West Farleigh**

Cllr Swan stated that the area cleared in Charlton Lane looked much better. Thanks was voiced.

Cllr Swan commented that the kerbs around the village were full of dirt and weeds and really need clearing. Cllr Martin stated that he has seen these being sprayed in recent days. The triangle by Rookery Row and Lower Road opposite the lay-bye were two areas that really need attention. **ACTION: Clerk**

It was noted that the drain in Heath Road, close to The Thatched House is regularly blocked (on the right). **ACTION: Clerk**
Cllr Martin reported that, following works to the drains in Smiths Hill, the issue is not resolved. Only two drains were emptied and these are now full of grit. The work being completed is not cost effective in the long run and Cllr Martin asked that a meeting be arranged with Kent Highways to discuss this further. He added that the mess following the rain some weeks ago had been awful and had affected properties in the area. **ACTION: Clerk**

5.2 Speedwatch

The Clerk reported on the progress of Speedwatch on the Co-ordinator's behalf. The following points were noted:

- Speedwatch inquiries had begun on the 5th January 2018 and the online training concluded in July with the first session taking place just before the last Parish Council meeting.
- Gaining approval for the various sites has been time consuming but there are now 6 approved sites in Charlton Lane and one outside the Tickled Trout in Lower Road. The one in Lower Road is close to bends so may be a waste of resources.
- Two areas of the Green, alongside Ewell Lane, were not approved and there is no other safe enough for volunteers.
- The layby in Lower Road has been requested numerous times as a suitable site, as this part of the road encourages speeding and residents are aware of overtaking and racing in this area.
- Seven sessions have been held in Charlton Lane results in an average of 12 cars per hour. Only 2 of the 85 cars were exceeding the limit.
- On the 31st August the layby in Lower Road was final approved. However, later the same day, this was rescinded, as it is too close to a speed limit change. It had been noted that this site was crucial to slow motorists down and the Speedwatch Manager said that he would come out to look at the area in the week commencing 3rd September. Nothing further has been heard from him and now volunteers are pulling out. The remaining volunteers agree that there is not much point in continuing checks in Charlton Lane.
- Mags Zak offered thanks to Borough Cllr Webb for all his help and support and has strongly suggested that the Parish Council does not make any plans to purchase equipment, as this could be a waste of funds.

The Co-ordinator commented that a flashing 30mph sign could be an alternative, however these can be ignored. Another option is to have a flashing sign that shows driver's actual speed, however these can be seen to encourage speeding in certain age groups, as they try to register the highest speed.

Cllr Scott, on behalf of all Councillors, thanked Mags for all her hard work this year on getting the scheme up and running. Thanks was also noted to Borough Cllr Webb for his support.

6. RESOURCES AND ENVIRONMENTAL MATTERS

6.1 Work Required on the Village Green

Cllr Martin reported that the slabs had worked well as the benches have not been damaged by the MBC contractor's strimmer since. Cllr Scott asked that the Parish Council's contractor be asked to complete the replacement of the remaining posts. **ACTION: Clerk to speak to Cllr Merritt**

It was noted that the edge, by Ewell Lane still requires tidying and some further slabs are to be laid.

6.2 Bylaw Signs for the Village Green

Cllr Scott reported that Cllr Merritt has previously circulated some draft bylaws to be reproduced on signs for on the green. This was following an incident during the summer where a bbq had been lit. Cllr Merritt would like Councillors to discuss and agree the final list and then approve for him to speak with Iden Signs to see if they are able to make two signs (one for by the play area and the other by the pub side of the Green). Cllr Martin proposed that £300 be set aside for this work to be completed. This was seconded by Cllr Scott, with all in favour.

6.3 South East in Bloom (Village of the Year Competition)

The group's representatives reported that the village had received a Bronze award in this year's competition and Councillors congratulated them on this achievement. The sunflower competition had particularly been mentioned during the awards ceremony. The groups have purchased two large bags of daffodils to be planted around the village, with a planting day taking place in the 7th October. There was brief discussion regarding the possibility of the group receiving a donation from the Parish Council and the Clerk offered to add this as an agenda item for the next meeting. **ACTION: Clerk**

7 MATTERS OF REPORT

7.1 County Councillor Report

No report was received.

7.2 Borough Councillor Reports

Borough Cllr Parfitt-Reid reported on a meeting that is to be held with Helen Grant MP to discuss HGVs using country lanes. Cllr Scott commented that he would be interest to see what she thinks of the continued cutting of Police Services. Borough Cllr Parfait-Reid offered to try to discuss this matter with Helen Grant. **ACTION: Borough Cllr Parfait-Reid**

It was noted that the drop-in session regarding the Wateringbury and East Farleigh Crossing is taking place on Friday; comment was made that this session is before most people would be home from work. There was then discussion regarding large scale building and other housing issues in the Borough.

7.3 Individual Councillor's Reports

Cllr Martin reported that Lambing Day would be on the 17th March 2019.

7.4 Clerk's Reports

- Conclusion of External Audit: The Clerk reported that the External Audit has now been completed, with no issues found. The required documentation has been added to the website and noticeboards.
- Parish Service Scheme Funding: The Clerk reminded Councillors that she had completed a survey last year to explain what items the Parish Council required Parish Service Scheme funding for. A letter has now been received from MBC to inform the Parish Council of the areas that will be taken into consideration for the next financial year's payment. The Clerk stated that a large amount of the information had clearly been ignored from the completed survey, as the list was extremely short! The Clerk has sent back a strongly worded letter asking why Clerks have had to waste time completing a survey if the information provided was not going to be used to decide the funding for next year. The Clerk added that she hopes the items covered will be reviewed, otherwise the payment for the next financial year will be reduced.
- The Clerk reminded Councillors that she would start looking at the budget for 2019-20 soon and asked that Councillors forward any thoughts on expenditure that may be required.

8. FINANCE

8.1 Budget Monitoring

The Budget Monitoring Report to 31st August 2018 was **Noted**.

8.2 Income received since the last meeting

No income had been received.

8.3 Cheques/Payments for approval

It was proposed by Cllr Martin, seconded by Cllr Swan "that the Council approve the following payments".

101216 – Mrs A Broadhurst – September Salary	£697.65
101217 – PKF Littlejohn LLP – External Audit Fee	£240.00
101218 – Mrs A Broadhurst – October Salary (post-dated)	£697.65
101219 – West Farleigh Church Warden's – Remembrance Service Wreath	£ 18.99
101220 – Mr T Baines – Charlton Lane kerb/path clearance	£250.00

Direct Debits:

People's Pension – Monthly Payment (September)	£ 52.00
People's Pension – Monthly Payment (October)	£ 52.00

Telephone Bank Transfers:

(October) HMRC – PAYE (July - September)	£622.49
(This payment needs to be made before the November meeting)	

8.4 Amendment to Standing Orders

Cllr Martin proposed that the amended Standing Orders be approved. This was seconded by Cllr Swan; with all in favour.

8.6 URGENT ITEM: Remembrance Sunday Service Wreath

The Clerk reported that an email has been received from the PCC asking whether the Parish Council would like to lay a wreath at this year's Centenary Remembrance Sunday Service. Having viewed the link in the email, the suggest wreath on the RBL's website will cost in the region of £18.99. The Clerk had printed off alternative wreaths but Cllr Scott proposed that the 'Thank You' wreath for the Centenary be purchased. This was seconded by Cllr Martin, with all in favour.

9. PLANNING MATTERS

9.1 Any planning applications received before the meeting

No applications had been received for discussion.

9.2 Planning Decisions

9.2.1 Applications Approved by MBC

18/502283/TPO – Smith Hall, Lower Road

TPO Application to fell one Horse Chestnut Tree (1) and fell one Beech Tree (2) as numbered on plan

18/502983/FULL – Twinwood House, Heath Road

Extension of existing garage and erection of additional building to provide gym facilities with storage room above.

Erection of a glazed canopy to link both buildings

No applications to report

10. DATE OF NEXT MEETING

The next full Council meeting will be held on **Monday 19th November 2018** at 7.30pm at The Good Intent.

With no further matters to discuss, the meeting was closed at 9.17pm