

# WEST FARLEIGH PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 18<sup>th</sup> NOVEMBER 2019 AT THE GOOD INTENT, WEST FARLEIGH

**PRESENT:** Cllrs J Morgan, M Moy, H Swan, Borough Cllr L Parfitt-Reid and Mrs A Broadhurst, Clerk  
**IN ATTENDANCE:** Twelve parishioners were present.

### 1. APOLOGIES

Cllr H Pritchard, Borough Cllr Richard Webb

### 2. ELECTION OF A CHAIRMAN FOR THE MEETING

It was agreed that Cllr Morgan would Chair the meeting, with Cllr Moy Chairing in January and Cllr Swan in March. This was agreed by all present.

The meeting was then closed to allow for public discussion.

#### Public Discussion

A resident mentioned the Parish Council meetings clashing with Hunton Parish Council, resulting in Borough Councillors having to split their time between meetings. Cllr Morgan reported that Hunton had historically changed their meeting date, which had caused the issue. The Clerk was asked to contact the Hunton Clerk. **ACTION: Clerk**

A resident reported on a frightening incident which had occurred recently on Lower Road, when a car had forced her to stop in the road and a subsequent chase had ensued. The resident had wanted to make people aware and asked if anyone else had heard reports of similar incidents. It was confirmed that this had been reported to the Police and the Clerk said that she would discuss this with Kent Police, as it had not shown on the crime figures for the previous week. It was noted that the car was a silver saloon and part of the registration number had been NU55. **ACTION: Clerk**

Residents asked that thanks be minutes to the Councillors who had recently resigned from the Parish Council as nothing had been reported at the September meeting and no presentation had taken place. Cllr Morgan informed all present that, in the history of the Parish Council, she could not remember a presentation ever being held for Councillors who have resigned.

### 3. COUNCILLOR DECLARATIONS

There were no Declarations of Interest

### 4. MINUTES of the Meeting held on 16<sup>th</sup> September 2019

The Minutes of the meeting had been previously distributed and Cllr Morgan proposed that the minutes were a true record. This was seconded by Cllr Moy (the only two Councillors present at the meeting). The Chairman signed off the official copy.

### 5. POLICE MATTERS

The Clerk reported that, since the last meeting, there had been one crime in West Farleigh, which had been a shed break in along Charlton Lane. There had been 17 crimes in the surrounding villages, East Farleigh (6), Coxheath (8), Linton (2), Hunton (1).

Borough Cllr Parfitt-Reid added that she is becoming increasingly frustrated as she believes that Kent Police need to be attending meetings regularly, due to the increasing levels of crime in the area.

### 6. HIGHWAYS AND FOOTPATH MATTERS

#### 6.1 Highways Issues in West Farleigh

The Clerk reported on an email that had been received regarding vehicles turning right at the Ewell Lane triangle, where vehicles are turning right (to the left of the triangle) to try to beat the cars queuing to the right. It was noted that this was a much safer approach for larger vehicles (especially ones with a cab) as there was a better sight line along the road. The Clerk added that the email had suggested having a 'no right turn' and all present were against this idea. It was noted, that if Councillors wanted this junction to be looked at, it would need to be added to the Highways Improvement Plan (HIP). After further brief discussion it was felt that this would not be necessary as there was no real issue with the way drivers are currently accessing the junction.

It was noted that a sign has fallen off the post on the South side of Teston Bridge.

**ACTION: Clerk**

The Clerk gave an update on the current Highways Improvement Plan:

Lower Road: Traffic Survey recently completed, data to be analysed by Kent Highways. Additional roundels have been added to the road.

Lower Road Lay-by: Keep clear markings have now been painted in the layby.

Teston Bridge: KHS intend to take no action currently but will continue to monitor. A query was raised as to how they intend to monitor this and the Clerk offered to contact KHS to ask for further detail. **ACTION: Clerk**

Heath Road: No update on concerns raised to date.

Shingle Barn Lane: This has just been added to the HIP by KHS, following direct contact with residents who are concerned about the damage being caused to their property. They have made a request for a speed limit reduction. There is no further information yet, however it was noted that any funding would need to come from the Parish Council. It was highlighted that a large section of this road is outside West Farleigh and the Clerk was asked to confirm that this had also been added to Hunton Parish Council's HIP. **ACTION: Clerk**

## 6.2 Traffic Survey for Lower Road

It was noted that the survey has just been completed along Lower Road and the data has been passed to Kent Highways for them to analyse. They had confirmed that they will be looking at the mean speeds along Lower Road, which had highlighted a speed of just over 40mph. Cllr Morgan informed all present that the data had been uploaded onto the Parish Council website, if anyone wished to look at the results.

Borough Cllr Parfitt-Reid reported that the results may be positive news, as there is more chance of having a speed limit lowered; if the current speed limit appeared to be self-regulated. If the results had shown a large volume of cars speeding, a reduction would be harder to secure.

## 7. RESOURCES AND ENVIRONMENTAL MATTERS

### 7.1 Requested Meeting with the Kent Police and Crime Commissioner

The Clerk confirmed that, having spoken to the PCC's secretary, two month's notice is required for a coffee morning to be arrange. After brief discussion it was agreed that Saturday 14<sup>th</sup> and 21<sup>st</sup> March 2020 should be offered as possible dates.

**ACTION: Clerk**

### 7.2 Internet Service in the Village

The Clerk gave an update on behalf of Cllr Pritchard. He has received responses from two potential providers and the next step is to supply them with a list of residents who are interested in the fibre service. This will help them see the geographic location of the interested parties to work out how to best provide coverage. It was noted that there is no obligation at this stage. Cllr Moy gave a brief report to all present to remind them of the service and funding available. Cllr Swan offered to add a reminder to Lifeline for residents to get in touch with the Clerk. **ACTION: Cllr Swan**

### 7.3 Parish Councillor Vacancies

Cllr Morgan reported that the Clerk had had to seek advice with regards to co-opting new Councillors, as the Parish Council is in the final 6 months before elections in May. After brief discussion it was agreed by all present to continue for the final two meetings with 4 Councillors. The Clerk added that this would give any interested candidates the chance to attend some meetings to see what the Parish Council is involved with in the village.

### 7.4 Grounds Maintenance Contract (2020 – 2023)

The Clerk reported that the current contract is due for renewal in April. Since the last tender process, West Farleigh in Bloom have formed, who are now working on some of the areas currently covered by the contract. The Clerk suggested that the areas may need reviewing before the next tender process commences in December. The following were agreed, subject to further discussion with WF in Bloom:

#### **The Green (2 smaller sections towards Rookery Row), Charlton Lane**

20 cuts a year including strimming around the posts on every visit\*

#### **Small verge with seat by Elmscroft House, Charlton Lane**

12 cuts a year including strimming around the bench on every visit\*

#### **Small green with information board opposite Smiths Hall, Lower Road**

20 cuts a year including strimming around the bench and information board on every visit

#### **Verge at junction of Kettle Lane and Lower Road (known as St Helen's Corner)**

20 cuts a year on the left as you exit Kettle Lane\*

\* After daffodils/crocuses have died back

#### **Verge on both sides of Charlton Lane at the junction of Lower Road**

3 cuts a year (April, June and August)

(Contract information continued overleaf)

## **Verge on Ewell Lane at the junction with the access road from The Good Intent Pub in Charlton Lane**

1 cut a year at the beginning of May. Cut 50m to ensure a clear sight line (coming from the pub on the right hand side along Ewell Lane)

## **Junction of Ewell Lane and Lower Road triangle of grass at junction**

1 cut a year around the outside of the triangle, to a depth of 50cm only to avoid the wildflowers. To be completed in May.  
(To be confirmed with WF in Bloom) **ACTION: Clerk**

## **7.5 Parish Council Website**

The Clerk reported on The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 and the affect these will have on the Parish Council website. EIS, the company currently hosting the site, has confirmed that they are not able to continue with the service and the website will be closed down by the 31<sup>st</sup> August 2020. The Parish Council will need to meet the new regulations by September 2020, therefore a new website will need to be put in place before August. Information has been received that indicates this could cost the Parish Council between £1,000 and £2,500. Cllr Moy stated that, at a recent KALC meeting, it was suggested that this figure could be higher and there could be an ongoing fee involved. The Clerk reported that she will be monitoring this closely and is hoping that Hugo Fox is able to confirm that they will be able to meet the new regulations on their sites, as the Clerk had already started building a new website on their platform.

## **8. MATTERS OF REPORT**

### **8.1 County & Borough Councillor Reports**

Borough Cllr Parfitt-Reid reported on the Call for Sites list, which includes potential sites for development in the local area. It was noted that, whilst a large number of sites had been submitted, a high percentage of these would not go forward for development. The Clerk added that each site would need to be assessed against a certain criteria (whether they are close to a school, shops, doctors, the AONB etc) and that the final list should be available in the Spring. Cllr Moy reported that, at the KALC meeting, it had been agreed that a working party is required between MBC and KCC to deal with the infrastructure that is required. Borough Cllr Parfitt-Reid added that the assessments must be concluded on schedule to ensure that there isn't a gap in the Local Plan, which would allow developers to take advantage and obtain planning permission. Borough Cllr Parfitt-Reid also spoke about how members of the Planning Committee must always make sure they act in accordance with the Local Plan policies, to ensure that an expensive mistake isn't made, if a planning application is referred to the Planning Inspectorate. The Clerk asked whether Councillors wanted to discuss agenda item 10.3 (MBC's Local Plan Review 'Call for Sites') and they agreed that this would be acceptable.

The Clerk reported that, in the recent Call for Sites, two sites have come forward in West Farleigh for development:

Site 241 – Fox Pitt, Shingle Barn Lane – 12 no. 5 bed dwellings, with access from Smiths Hill

Site 242 – Court Lodge Mews, Lower Road – 32 no. 3 bed dwellings with garages and 8 no. 3 bed terraced houses.

Borough Cllr Parfitt-Reid reported that she had been aware of these sites approximately 18 months ago, as the developer has linked them with the Baltic Wharf/Powerhub site in Maidstone town centre.

The Clerk circulated drawings to all present so that they could look at the location of the two sites, adding that Councillors have been offered the chance to meet with an Officer at MBC to discuss the sites further. Councillors agreed that a meeting should be arranged. **ACTION: Clerk**

### **8.2 Individual Councillor Reports**

Cllr Moy reported on the Heart of Kent Hospice, who had attended the recent KALC meeting. They are trying to promote the fact that they are not just there to support end of life care and want to train local mentors. They wish to have the opportunity to meet with Parish Councils to explain their services and the Clerk asked whether councillors would like a representative to attend the Annual Parish Meeting in May to give a presentation. It was agreed that this would be a good opportunity for them and the Clerk offered to make contact. **ACTION: Clerk**

### **8.3 Clerk's Reports**

- Budget (2020 – 2021): The Clerk reported that the budget and precept for the forthcoming financial year will need to be agreed at the January meeting.
- Kent Men of the Trees Competition: The Clerk was pleased to report that West Farleigh was the overall winner of this year's competition. There is a prize of £30 and the village will be given a Hornbeam (*Carpinus betulus*) tree to plant. Councillors were overjoyed with the news and thanked the Tree Warden for all of his work, accompanying the judge around the village during the Summer.

## **9. FINANCE**

### **9.1 Budget Monitoring**

The Budget Monitoring Report to 31<sup>st</sup> October 2019 was **Noted**.

## 9.2 Income received since the last meeting

MBC – Parish Service Scheme (2<sup>nd</sup> half of annual payment) £466.00

## 9.3 Cheques for signature

It was proposed by Cllr Moy, seconded by Cllr Swan “**that the Council approve the following payments**”.

101257 - Mrs A Broadhurst – Expenses (Mileage, Office 365, McAfee, Postage)	£216.40
101258 – L A Johnson – Grounds Maintenance (inc. post renewal)	£1,310.00
101259 – Royal British Legion - Poppy Wreath Donation	£30.00
101260 - Mrs A Broadhurst (Salary owed to date – Post Dated)	£49.60

Other payments to be made before the next meeting:

### Standing Order

Mrs A Broadhurst – November Salary (£732.40 - £12.40 owed)	£720.00
Mrs A Broadhurst – December Salary (£732.40 - £12.40 owed)	£720.00

### Direct Debits:

People’s Pension – Monthly Payment (November)	£ 55.00
People’s Pension – Monthly Payment (December)	£ 55.00

## 9.4 Wreath for the Remembrance Service

Cllr Morgan reported that the Clerk had confirmed that the Parish Council would be laying their wreath at the Remembrance Service, which had been held on the 10<sup>th</sup> November. Whilst the wreaths from the previous year had been reused, the PCC had asked the Parish Council to consider still making a donation to ensure that the Royal British Legion did not lose out financially. It was proposed by Cllr Moy to give a donation of £30. This was seconded by Cllr Morgan, with all in favour. Councillors asked for thanks to be noted to Cllr Pritchard who had attended the service on the Parish Council’s behalf. (Cheque no: 101259 was signed)

## 9.4 Change to Approving Future Donation Requests

The Clerk reminded Councillors that the donations for the year are usually agreed at the March meeting, however this results in cheques not being cleared by the end of the financial year. The Clerk asked that Councillors consider the grants at the January meeting in future to avoid this situation. Councillors were in agreement that this was a sensible idea moving forward.

## 10. PLANNING MATTERS

### 10.1 Any planning applications received before the meeting

No applications had been received for discussion.

### 10.2 Planning Decisions

#### 10.2.1 Applications Approved by MBC

##### 19/503749/LBC – Ewell Manor, Ewell Lane

Listed Building Consent for conversion of barn to a single dwelling including rebuilding lean-to and wall, conversion of cattle shed and stock shed into 2 no. holiday lets, recreation of former gardens and tennis courts, installation of swimming pool and reconstruction of cart lodge and bothy to create an annex to main barn (works part complete)

#### 10.2.2 Applications Refused by MBC

##### 19/504397/FULL – The Birches, Lower Road

Demolition of existing outbuildings. Erection of 1no. four-bedroom dwelling with associated parking and enclosed private amenity space

### 10.3 Maidstone Borough Council’s Local Plan Review ‘Call for Sites’

(This had been discussed under Agenda item 8.1)

## 11. DATE OF NEXT MEETING

The next full Council meeting will be held on **Monday 20<sup>th</sup> January 2020** at 7.30pm at The Good Intent.

With no further matters to discuss, the meeting was closed at 9.15pm.