

PLAXTOL PARISH COUNCIL

Minutes of meeting held in Plaxtol Memorial Hall on Monday 3 February 2020 at 8.00pm

Present: Cllrs P Thomas (Chairman), M Carboni, J Denham, G French, M Julio, S Knights, R Simpson; L Thomas (Clerk); 1 member of the public

Apologies: Cllrs J Budworth, M Brewin; Boro Cllrs W Palmer, T Shaw, M Taylor

1. Matters raised by the public / Borough Councillors

A member of the public was present to discuss planning application TM/20/00096/FL. He advised that pre-planning advice had been sought and that the new building had been designed following that advice and was sympathetic to its environment.

The Chairman thanked the parishioner for his input.

2. Declarations of interest

None.

3. Minutes of last meeting

The minutes of the meeting of 6 January 2020 were approved and signed by the Chairman with the following amendment: item 10(ii), amend '7 March' to '7 or 14 March'.

4. Matters arising

Item 1: TMBC meeting with Urbaser. The Chairman reported that TMBC had imposed financial penalties on Urbaser for poor service delivery. Urbaser's Director was now working with local teams to get the service on track.

5. Planning

This item was moved up the agenda for the benefit of the member of public present.

i) Planning applications. Councillors noted that a supplementary planning application for Box Cottage, TM/20/00019/TNCA had been submitted amending the original to propose felling, rather than pruning, the pittosporum. The Tree Warden and the Parish Council had already approved this change and a response of no objection had been made.

It was noted that the appeal (reference APP/H2265/W/19/3238322) against TMBC's decision to refuse permission for planning application TM/19/01281/FL, land south of Shrubshall Meadow, had been dismissed. The Parish Council had objected to the planning application.

Parish council decisions

Chance Cottage, Long Mill Lane TM/20/00096/FL

Construction of detached dwelling. **No objection.**

Crowhurst Farm, Crowhurst Lane TM/20/00016/FL

Demolition of existing cottage and erection of new dwelling (amendment to extant planning permission reference TM/03/00743/FL). **No objection.**

Sand School, Roughway Farm, Roughway Lane TM/20/00108/FL

Variation of condition 3 to change the number of horses in the sand school from 2 to 5 pursuant to planning permission TM/16/02123/FL (Change of use of agricultural land to allow the construction of a sand school, with associated access and hard standing, for private and commercial equestrian use (north of May Cottage)). **No objection.**

Malling Well House, The Street TM/20/00034/TNCA

T1 Mixed Hedge- remove, including stumps, T2 Row of Ivy clad Hawthorns in poor form, suppressed by scrubs- remove, including stumps and land adjacent to property, marked T3 on map in purple - to remove the existing boarder to open up the garden and form a new boundary line. **No objection.**

TMBC decisionsBox Cottage, Church Hill TM/19/02978/TNCA

T1 Walnut - crown reduction of 1.5m from upper crown and 1m from side laterals, pruning to suitable growth points, T2 Cypress - fell due to tree becoming too large for position and T3 Pittosporum - crown reduction of 1m from upper crown and 0.5m from side laterals, pruning to suitable growth points. (Application amended to fell pittosporum.) **No objection.** Parish Council had not objected to this application.

Nutwood House, The Street TM/19/02658/FL

Mezzanine level, 5 skylights and glazed feature panel on south elevation of outbuilding. **Granted permission.** Parish Council had not objected to this application.

Summer Court, School Lane TM/19/02780/TNCA

T1 and T4 Silver Birch to fell; T2, T3, T5, T8, T9 and T10 Ash trees to fell; T6 Damson to fell; T7 Maple to reduce away from neighbours house and reduce in height by 2m, shaping the side by reducing by 1m; and T11 group of trees to be reduced by 1-2m to suitable growth to maintain them at a height and size. **No objection.** Parish Council had not objected to this application.

ii) Planning training. The Chairman reported that he had met with 2 Councillors from Hildenborough Parish Council and that a shared seminar was being planned for around 12 attendees. He had drawn up an outline of the training needs discussed, which once finalised, would be sent to the trainer for a seminar date, to be made in the near future.

Action:
Cllr
Thomas

6. Council Matters

- i) GDPR. The Clerk reported that the latest advice from KALC was that the ICO was moving beyond the 'start-up' phase of GDPR towards more accountability and evidence of understanding of data management and risks. It was recommended that Councillors should not use personal email addresses or personal devices for Council business so that the management of data could be properly controlled. A full IT guide was being prepared by NALC. Councillors agreed to consider the current advice and incorporate a statement on data management in the Risk Assessment document when it is updated.
- ii) Parish Council membership. The Chairman reported that he had received a letter of resignation from Cllr Simpson, to be effective from 4 February 2020. Cllr Simpson had expressed his pleasure in working as a Councillor during his 11 years of service. The Chairman

and Councillors present thanked Cllr Simpson for his service on the Council and wished him well for the future.

The Chairman advised that a casual vacancy would be notified to TMBC who would post notification of the vacancy. Provided no election was called, the Council would be able to co-opt at the expiration of 14 days from the date of the notice. Notices requesting expressions of interest would then be placed in the Herald, on the website and on Facebook.

7. Correspondence

KCC

Adult Social Care & Health: Local Account for Kent Adult Social Care 2019.

Area Education Office: Kings Hill School consultation; Valley Invicta Academy Trust consultation.

Consultations: Keep Maidstone Moving highways improvement scheme.

Highways & Transport: monthly bus update, January 2020.

TMBC

Area 2 Planning Committee: meeting papers, 22.1.20.

Environmental Projects Co-ordinator: Great British Spring Clean, March-April 2020.

Housing Services: SWEP activation alerts.

Parish Partnership Panel: meeting papers, 6.2.20.

Other

Bluebird Care: Community Grants 2020.

Citizens Advice: Big energy Saving Week, 20-26 January 2020.

Campaign to Protect Rural England: campaigns update.

Highways England: Operation Brock update.

KALC: NALC bulletins on national developments: 13-17.1.20; KCC Parish Highways Improvement Plan - it was agreed that Cllrs Carboni and Julio would consider the terms of this plan with regard to possible improvements to the highways to address Parish parking issues; M20 Smart Motorway updates; CEO bulletin, Issue 4, January 2020; National CSSC alerts & bulletins, 20-28.1.20; KCC Select Committee consultation on affordable housing.

Kent Police: Neighbourhood Watch 10 tips and alerts; Warn & Inform increased burglaries alert; Rural Task Force Report, December/January, Rural Matters, Winter 2019/20.

Kent Science: British Academy air pollution talk, 26.3.20.

KSS Air Ambulance: letter of thanks for donation.

Kent Wildlife Trust: local group event, 20.1.20; Newsletters, 15-27.1.20.

E-watch nos 1723-1732.

Action:
Cllrs
Carboni,
Julio

8. Payments/Finance

i) Councillors noted that a request for funding had been received from Plaxtol School to assist with payment for unanticipated tree work following a tree risk assessment. Councillors approved a donation of £500.

ii) Councillors approved the renewal of the grounds maintenance contract for 2020-2021 with Landscape Services at a cost of £2,036.

iii) Councillors received the Internal Audit report for 2018-19 and noted that there were no outstanding issues. Councillors expressed their thanks to Marian Hemsted for her hard work and commitment to the audit.

iv) Receipts & Payments. Councillors were advised that, since the last meeting, a donation to West Kent Mind in support of local fund raising had been approved by Cllrs Knights and Simpson. Councillors also approved an increase of £200 to the budgeted figure of £2,200 to assist with churchyard maintenance costs.

A financial statement and bank reconciliation was distributed to members.

The following payments were approved:	£
National Allotment Society: subscription	66.00
Memorial Hall: hall hire Oct-Nov 2019	38.00
Victim Support: donation	150.00
West Kent Mind: donation	165.00
Clerk salary & reimbursements January 2020	680.75
Plaxtol PCC: churchyard maintenance 2019-20	2,400.00
Eon Energy: street lighting January 2020 supply	127.00

9. Parish Plans

Parish Emergency Plan. Cllr French reported that the Plan had been updated and that permission for the inclusion and publication of personal contact details was being sought. Councillors agreed that the Plan should be tested for its robustness once finalised.

10. Communications

It was reported that the revised website was nearing completion and that it would be compliant with the new website accessibility regulations. Arrangements were in hand to have the new site audited for compliance before it goes live. An Accessibility Statement would also be required.

11. Community Affairs

This item was held over to the next meeting.

12. Environment

Cllr Denham advised that an offer for the purchase of tree packs had been received from Kent Downs AONB. Suitable trees for Parish Council land would be hornbeam, oak and wild cherry. Each pack would contain 45 saplings which it was felt would be excessive for Parish Council acreage. She was seeking the views of the Tree Warden on how best to proceed.

Cllr Denham also reported that replanting of the apple trees in the Garratt orchard would be deferred to January 2021 in order to allow the soil to replenish.

Action:
Cllr
Denham

13. Recreation Grounds

i) Cllr Carboni advised that he was awaiting responses from Waitrose and Tesco bags of help regarding attendance at the 'thank you' event

scheduled for 14 March, but that most invitees would be attending. Cllr French would assist with organising refreshments.

ii) Cllr Denham advised that she had several items of equipment used at the Garratt orchard which she could no longer store. Councillors accepted Cllr Knights offer of storage.

14. **Basted Mill Public Open Space**

Cllr Simpson reported that the two Parish Councils remaining on the BMPOS management committee had now also resigned and would be withdrawing from the committee at the end of March 2021.

Management of the land would then revert to TMBC alone. Plaxtol Parish Council's responsibilities would be re-allocated for the 2020-2021 year. Cllr Simpson will continue to supervise the repairs to steps as these are scheduled to be completed before the end of March 2020, when Plaxtol Parish Council will cease to be a member of the management committee. BMPOS reserves currently stand at c£23k.

15. **Highways & Transport**

i) The Chairman reported that he had met with representatives of Go Coach and Autocar regarding their difficulties with the route through Plaxtol. It had been agreed that the provision of double yellow lines at the pinch point below the Papermakers Arms should be pursued with the highways authority and Kent County Cllr Rayner had offered to take this up direct with KCC. Cllr Carboni had consulted with the immediate neighbours and had received no objections to the proposal.

ii) St Hildas bus stop. The Chairman reported that he had been advised that the bus stop at St Hildas could not be relocated to Reed House island because there was no 'gathering space' for passengers at that location. It was agreed that the main issue with the current location was the overgrown vegetation and that this would be cut back and the tree pruned and rebalanced.

Councillors also noted that the hedge at St Hildas footpath was also overgrown and that at Shrubshall Meadow was overhanging the highway. It was agreed that quotes would be sought for work to remedy all issues.

**Action:
Clerk**

iii) Councillors noted receipt of a TMBC consultation regarding off-street parking charges in various locations in the Borough. Cllr Julio will respond to the consultation to the effect that increases in parking charges should return to the infrastructure to support public transport provision.

**Action:
Cllr
Julio**

16. **Any Other Business**

i) Cllr French reported that the Memorial Hall committee meeting had taken place on 30 January 2020. Finances at the Hall remained sound and the committee had agreed to waive the fee for the use of the Hall for VE Day celebrations on 8 May.

ii) It was reported that as the Borough Council's response to the consultation regarding the telephone lines in Plaxtol had been received late by BT, adoption of the red telephone box on Spoute Island had gone by default to the Community Heartbeat Trust.

Enquiries had revealed that they would supply a defibrillator for this location which would benefit from free power. The Trust would also maintain the defibrillator and supply replacement parts. They could also supply red paint for refurbishment. The telephone box on Church Hill was scheduled for removal.

- 17. Date of Next Meeting:**
Monday 2 March 2020 at 8 pm.

The meeting closed at 9.30pm