

**MINUTES OF A MEETING OF YALDING PARISH COUNCIL HELD ON
TUESDAY 21 JANUARY 2020 AT 7.30 P.M. IN YALDING VILLAGE HALL**

PRESENT

Geraldine Brown (Chairman)
June Chapman (JC)
Ken Gough (KG)
Andy Sanders (AS)

Jason Bryant (JB)
Sue Gerrish (SG)
David Law (DL)
Dee Ann Stead (DS)

DECLARATION OF INTENTION TO RECORD PROCEEDINGS

There were none declared.

PUBLIC SESSION

There was one members of the public present who did not wish to speak.

1. APOLOGIES FOR ABSENCE

Councillor Patricia Robbins sent her apologies due to family commitments; they were accepted.

2. DECLARATION OF INTEREST OF COUNCILLORS IN ANY ITEM

2.1. DECLARATION OF CHANGES TO THE REGISTER OF INTERESTS

None were declared.

2.2. DECLARATION OF INTEREST IN ITEMS ON THE AGENDA

KG declared an interest in agenda item 22.1 as he had bills for payment.

2.3. REQUESTS FOR DISPENSATION

None were requested.

2.4. DECLARATION OF ANY GIFTS RECEIVED

None were declared.

3. DECISION TO TAKE AGENDA ITEMS UNDER CLOSED SESSION

It was agreed to take item 25 and 26 in Closed Session.

4. PLANNING

4.1. TO DECLARE ANY LOBBYING OR FORMAL REPRESENTATION

There was none declared.

4.2. PLANNING APPLICATIONS

4.2.1. to 4.2.6 Planning decisions are recorded at the end of the minutes.

4.2.7. TO NOTE AMENDMENTS TO YALDING ENTERPRISE PARK (YEP) APPLICATIONS WHICH ADDRESS THE QUERIES FROM STATUTORY CONSULTEES.

Yalding Parish Council (YPC) agreed to make no further comment at this time.

4.2.8. 18/504395/FULL - THREE SONS HAMPSTEAD LANE NETTLESTEAD - APPEAL REF. APP/U2235/W/19/3224066

It was noted that the appeal will be held on: 28 January 2020 at 10:00am at The Town Hall, Maidstone.

4.2.9. ANY OTHER PLANS NOTIFIED PRIOR TO THE MEETING

No other plans were received.

4.3. ANY OTHER PLANNING MATTERS

There were no other planning matters.

5. POLICE MATTERS AND NEIGHBOURHOOD WATCH (NhW)

Police Forum has not met, a meeting to be arranged.

Hampstead Marina- The Chairman has met with the CEO of MBC and the Community Protection Team and is awaiting comments. CCTV has been tabled but who will pay is always the question

6. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 3 DECEMBER 2019

Proposed DS seconded DL and all agreed that the minutes be signed as a correct record.

7. MATTERS ARISING FROM THE PREVIOUS MEETING

7.1. PROPOSAL TO MOVE ELECTRICITY SUB-STATIONS AT BURGESS BANK AND LYNCS FARM HOUSE ABOVE FLOOD LEVEL – UPDATE

The Chairman has now received a contact at UK Power Network (UKPN).

7.2. CATTLE ON THE FEN – REMOVED EARLY DUE TO SECURITY PROBLEMS

KG/AS to look for other escape routes. The Chairman has asked YEP to write to their Network Rail contact and asking them to repair its fence. Community Payback have started putting in posts.

7.3. FINGERPOSTS – LEES CORNER AND WOODFALLS

This has now been promised for end of February beginning of March. The Clerk has told the supplier that this deadline must not be missed as potentially Kent County Council (KCC) could ask for their grant back if it has not been confirmed by 31 March.

7.4. PLANNING APPLICATION FOR NEW FACILITIES AND COMMUNITY CENTRE AT THE KINTONS

The Chairman proposed that an outline planning application for the new facilities be submitted; all agreed. An architect has been recommended to The Clerk who will be able to draw up outline plans at a reasonable cost. Maidstone Borough Council (MBC) have sent us a link to a pre-application visit.

7.5. PAVEMENT PARKING

If the footway is obstructed, police can take action.

7.6. WEBSITE

The new website just requires The Chairman to carry out a final review. BK to attend a Kent Association of Local Council (KALC) training session to ensure we comply with the Accessibility regulations.

7.7. NEW ENTRY SYSTEM FOR THE CAR PARK

KG meet with Flowbird on 20 January. It is believed the equipment was damaged with flood water.

7.8. AGREE DATES TO CLOSE OFF THE TATT TO PUBLIC ACCESS

Access will be closed-off for at least 24 hours to confirm rights of access. Only Tatt Cottage and Bramling House have official access. KG to agree with the permitted users a convenient time, maybe during holiday time.

7.9. TO INVESTIGATE AND COMPARE UNITY TRUST AND METRO BANK FOR DAY TO DAY BANKING AND ONLINE PAYMENTS

The initial application form with Unity Trust has been completed but we need to be careful as we do not want to close the NatWest account as to be compliant, we need to share our funds across banks. The Clerk will investigate.

7.10. DITCH AT THE FEN

The drainage board have asked KG to check if there are any cables there.

7.11. DEFIBRILLATORS – CLEANING AND CHECKING

The electrics has been completed at The Woolpack. Other backboards still need fitting.

7.12. JUBILEE FIELD DOMESTIC GATE INTO FIELD

A site meeting was held, The Chairman will look up the original documentation and establish if a charge can be added to the land.

7.13. REQUEST FOR A BIN NEXT TO EACH OF THE SEATS BETWEEN YALDING AND LADDINGFORD

MBC have indicated that they can't confirm their current position on providing and emptying bins until the New Year. The clerk will chase a few weeks into the new year.

7.14. MBC MEMBERS' COMMUNITY GRANT 2019/20, THERE IS £900 AVAILABLE - TO AGREE A PROJECT/S

The Grant has been awarded.

7.15. PARKING ON THE VILLAGE GREEN

There were 20 bollards requested, the cost of these are now £150 much more than expected. Councillors agreed that this project should still go ahead.

7.16. YALDING AND LADDINGFORD SPORTS ASSOCIATION (YALSA) - TO ARRANGE A RESTART MEETING

The Chairman of YALSA has confirmed that the association has been inactive for a number of years and new officers and members are required. DL has agreed to be the YPC representative. A meeting will be organised to restart this.

7.17. MOTION THAT ALL COUNCILLORS ARE GIVEN A YALDING PARISH COUNCIL EMAIL ADDRESS

DL provided the Chairman with a quotation, but this was considerably more than using our existing domain. The Chairman has set-up an address for DL but he has had difficulty in loading.

7.18. REMEMBRANCE DAY - ISSUES WITH THE ROAD CLOSURE

The Clerk has written to The Parochial Church Council (PCC) requesting a meeting to discuss how this can become more of a civic event.

7.19. YOUTH AND COMMUNITY CENTRE - TO DISCUSS THE NAME

A letter has been sent to Godfrey Featherstone to clarify this. Godfrey has replied The sign outside the building was erected in March 2012 the name refers to its' role in the community, serving as it does a wide selection of Youth and Adult Groups and individuals.

8. COUNTY COUNCILLOR'S REPORT

Councillor Paulina Stockell was not present.

9. BOROUGH COUNCILLOR'S REPORT

No borough councillors were present.

10. PARISH COUNCILLORS

10.1. REPORT ON ANY ACTIVITIES

A report was received from DS with respect to the play equipment.

10.2. VISUAL UPDATE INSPECTIONS OF COUNCIL OWNED LAND - TO CONFIRM INSPECTION AND REPORT ANY ISSUES

All inspections completed, no issues.

The Tatt - Southern Water to be asked to contribute towards the cost of the repair to the track.

11. CONSULTATIONS

No Consultations have been received this month.

12. WELCOME PACK - TO DISCUSS ANY NEW RESIDENTS KNOWN TO COUNCILLORS

The Glebe will be used to launch the website welcome pack.

One pack was delivered on Vicarage Road and in Laddingford.

The letter is ready to go once the website is live.

13. MAIDSTONE BOROUGH COUNCIL LOCAL PLAN REVIEW

13.1. CALL FOR SITES UPDATE

MBC officers have reported that allocation of sites will not be available until end of 2020. Several members not happy due to the uncertainty it causes.

13.2. MBC LOBBY OF GOVERNMENT IN UNION WITH OTHER KENT DISTRICT AUTHORITIES

13.2.1. METHODOLOGY OF CALCULATION OF HOUSING NEEDS

The district authority union is challenging the central government methodology.

13.2.2. GARDEN COMMUNITIES – FLEXIBILITY ON 5 YEAR HOUSING LAND SUPPLY AND THE HOUSING DELIVERY TEST

The district authority union is asking central government for flexibility on 5 year housing land supply and the housing delivery test to allow for the lead-time needed to deliver Garden Communities.

14. NEIGHBOURHOOD PLAN (NP) – UPDATE

The Steering Group continues to meet every month to progress the plan. Since the last update, meetings were held on 8th November 13th December and 10th January. The group is pleased with the large number of responses to the survey. The results of the survey can be viewed on the Neighbourhood Plan website. In summary, the responses to the survey indicate that the 12 objectives are all still relevant. Some new suggestions were made which the group will incorporate into the existing objectives. For example; climate change, infrastructure concerns, renewable energy and disability access. The survey indicates a preference for homes for local people, the retired and smaller dwellings. There was a strong preference for small sites of 10 or fewer properties and sites using infill, conversion of redundant buildings and brownfield sites in preference to greenfield sites. The desire to improve traffic flow around The Parish featured highly on people's priority lists and the group is keen to look at this. Following the completion of our local Call for Sites it has been decided not to allocate sites in our plan. However, the survey gave further evidence that rural housing is desired and this is something that the group continues to investigate. The Yalding Parish Wide Neighbourhood Plan will be policy based. The Steering Group will now finalise the objectives for the Neighbourhood Plan, and write policies incorporating the ideas from the survey. The Grants application for consultant's fees has been lodged and we should hear back in about 10 days. The Rural Housing Trust has been contacted regarding Rural Needs Housing in the Parish; a meeting to be set up. The next meeting of the Group is on Friday 14th February.

15. FLOODING

15.1. TO DISCUSS RECENT FLOODING EVENTS

The setting up of the Communications Group was a huge improvement to share information and get help. KCC will be approached to see if grants monies (£13k) can be used for permanent, metal gates.

The flood wardens worked really well.

The residents were wonderful; the community engagement was a Godsend.

15.2. PROPERTY FLOOD RESILIENCE (PFR) UPDATE

Some PFR failed in Acott Fields during the recent flood this is now being tested. All PFR equipment in all properties is to be water tested. Not all installations are yet complete

An event is to be held on 5th and 8th Feb in Yalding and 7th in Laddingford/Queen Street.

15.3. ANY OTHER UPDATES

The Environment Agency (EA) are taking on UKPN re the raising the sub stations. This is not a comparable exercise to the government initiative.

16. THE LEES PICNIC AREA – TO REVIEW 2019 AND AGREE 2020 RUNNING

This will be discussed at the March meeting.

17. PLAYScheme – ACTION PLANS AND CHARGES 2020

The cost of Playscheme to YPC last year was £2,569. The outgoings can be reduced by around £500 but this is offset by the loss of a £500 grant from KCC as it is unlikely this grant will be available again. It was recommended that the fee be increase by £1 to £6 for YPC residents and grant givers and £1.50 to £8.50 for all others, if the attendance is the same as 2019, this will raise an extra £400. All Councillors agreed,

18. PLAY EQUIPMENT, MBC GRANT – TO DISCUSS THE PROPOSAL FOR JUBILEE FIELD

A possible £10,000 grant may be available from MBC; the bus needs to be replaced before any other equipment. On the 5th January, at short notice, a drop-in session was held at the Chequers for Laddingford families in order for the children to be able to choose what type of equipment they would like at Jubilee Field. There were brochures from a variety of different suppliers, with hundreds of different types of play equipment for the children to look at. They even created some of their own designs of equipment that they would like to see there. It was quite well attended with approximately 25-30 children who gave lots of valuable input. From the feedback that the children have given quotes have been sought. The safety surface at Jubilee Field will need to be included in the MBC grant proposal. It was agreed to look at Jubilee Field first as there are no developer funds available where there are for The Kintons.

The deadline for the grant application is 6 February 2020. The Chair/DS/JB/Clerk and DL will meet to agree equipment and sift through quotes. The Clerk will complete the grant application.

At the Kintons the wooden edging around the outside will need to be checked, if it's rotten then it will need replacing before the filling of the gaps. Wicksteed highly recommend that repairs are undertaken inhouse as they are unable to offer any guarantees on the work because of the constant expanding and constricting of the tiles due to weather conditions and their labour charge is likely to be quite high also due to the length of time needed. The items to undertake the repairs would cost around £200.

19. TREES IN THE PARISH

19.1. TREE WARDEN – TO FINALISE AND AGREE THE TREE WARDEN PLAN BASED ON THE CHAIRMAN'S REVISIONS FOR DECEMBER MEETING

JC confirmed that she was happy with the final plan, all Councillors agreed.

19.2. TREE CHARTER – TO DISCUSS WHETHER WE WISH TO PARTICIPATE

The Tree Charter was discussed and was agreed to join as a trial for a year.

19.3. KENT MEN OF THE TREES – TO AGREE WHERE TO PLANT THE 2019 PRIZE, A HORNBEAM

It was agreed to plant the tree at Jubilee field.

20. VE DAY – TO DISCUSS PREPARATION OF DRAFT PLAN

Several ideas were discussed, the Clerk will start an event plan and road closure.

21. HIGHWAY - UPDATE

21.1. HIGHWAYS LIST

The list has been updated and circulated. Councillors to advise any additions

A meeting has been arranged with KCC Highways including the new director on 4 February 2020

21.2. HIGHWAYS IMPROVEMENT PLAN

The Clerk has drafted a Highway Improvement Plan, The Chairman is reviewing before it is circulated.

A follow-up meeting has been arranged with Jenny Watson on 6 February 2020 to look at progressing the possibility of a tabletop outside Laddingford School.

21.3. OTHER HIGHWAY ISSUES

The Chairman has reported the bollards, cobbles and kerbs on Benover Road directly to the cabinet member for Highways.

22. FINANCE

22.1. PAY BILLS

It was agreed, proposed DL seconded JB to pay bills totalling £11059.53 exclusive of VAT as per attached list.

22.2. CONFIRM RECEIPTS

A list of receipts (as attached) totalling £1901.63 was circulated.

22.3. MONTHLY SPEND AGAINST BUDGET REVIEW

Unbudgeted spend was the cost of representation at a planning meeting of £616.50

22.4. TO AGREE APPROVED CONTRACTORS 2020/21

A request for tenders was advertised in The Parish Magazine and on noticeboards in December.

The following recommendations are made:

Grounds maintenance

Quotes were received from four contractors for council grounds work. Two others were invited to quote but didn't reply.

The Kintons – Landscape Services (KCC) to be reappointed, their quote has decreased slightly on 2019, they are not the cheapest but they are still competitive they have the equipment and expertise to cut the playing field.

The Lees - MBC to be reappointed they are the most competitive and they have the machinery and experience to cut the land are required.

Jubilee Field – this continues to be cut by KCC at no charge to the Parish in return for its use by Laddingford School.

The Lees Picnic Area - Nepicar be reappointed and given a 3 year contract at no year on year increased cost. They provided the second cheapest quote with a slight increase on last year and they continue to provide excellent quality and service.

Other Areas (Yalding and Laddingford Verges, Yalding Village Green, Jubilee Field playing area and borders, The Tatt, Fowle Hall Green) – Nepicar be reappointed and given a 3 year contract at no year on year increased cost. They provided the second cheapest quote with only a slight increase have not increased prices for 6 years and they continue to provide excellent quality and service.

The Lees Picnic Area

Mr Biggs quoted £12 per hour for litter picking and emptying the bins.

Mr Biggs quoted £25 per day for opening and closing.

No other quotes were received.

Toilets

Quotes were sought from three contractors for emptying the cess pit, and two quotes were received for cleaning.

Cleaning – Ecocleen to be reappointed, their quote has increased £10 per month on last year but they are much cheaper than the other quote and they have the experience and will require no supervision.

Cess pit empty – Kent Waste to be reappointed as they again provided a very competitive quote. Whilst they weren't the cheapest per empty, they have the experience and are very flexible in terms of frequency of emptying.

Dog and play area litter bins

Quotes were sought from MBC there is no increase and the service provided at substantially below market value.

Litter picking

Volunteers are coping very well.

Approved Parish electrician

Conshae Construction was the only contractor to quote at £180 per day and £80 per day for an electrical mate. This has not increased from last year.

Odd Jobs

Mr Gudgeon quoted £100 per day for heavy, non-routine work.

This was the only contractors to quote.

Gate Keeper

Mr and Mrs Birch were the only ones to quote for the daily opening and closing of The Kintons gate at £150 per month, with no increase on last year.

Street lighting Maintenance

Streetlights Limited to be re-appointed for a 1 year contract at a 5% increase.

Propose SG, seconded DS, all Councillors agreed.

22.5. REQUEST FOR A GRANT FROM KENWARD TRUST

Kenward Trust has requested a grant to help it with its work. YPC have a policy only to give grants to local organisations and charities. Kenward Trust has a wider role than just Yalding..

22.6. REQUEST FOR A GRANT FROM HEART OF KENT HOSPICE

The Heart of Kent Hospice has requested a grant to help it with its work. YPC have a policy only to give grants to local organisations and charities. The Heart of Kent has a wider role than just Yalding.

22.7. PRECEPT – TO SET AND AGREE FOR 2020/21

The tax base for this year has decreased slightly from £1,000.70 to £988.70, this implies that less people are paying council tax, therefore slightly less money is raised if the precept remains the same. Apparently this is due to an overestimate of how quickly the Glebe development would be built.

It was proposed by The Chairman that the precept be set at £69,562 in order to achieve the budget aspirations.

2019/20 precept was £67,500, an increase to £69,526 equates to an increase of £2.87 per annum for Band D properties.

JB seconded a vote was taken, and it was agreed unanimously.

It was noted that the tax base has not yet been approved by MBC Policy & Resources Committee and, if the approved figure is significantly different, this decision would need to be reviewed.

22.8. BUDGET 2020/21 – TO DISCUSS A FIRST DRAFT BUDGET BASED ON PRECEPT

A draft budget was previously circulated.

It was further reviewed with a discussion as to what items should be added or changed based on the precept agreed.

The Chairman proposed this as the final budget, DS seconded, a vote was taken, and it was agreed unanimously.

23. CORRESPONDENCE

23.1. KENT ASSOCIATION OF LOCAL COUNCILS (KALC) AND NATIONAL ASSOCIATION OF LOCAL COUNCIL (NALC) CORRESPONDENCE RECEIVED AND CIRCULATED

- NALC Chief Executive's bulletin – 06 December 2019
- NALC Chief Executive's bulletin – 13 December 2019
- NALC Chief Executive's bulletin – 17 December 2019
- NALC Chief Executive's bulletin - 17 January 2020
- NALC chairman's open letter to all councillors – 18 December 2019
- NALC Newsletter – 04 December 2019
- KALC News December 2019
- KALC CEO Bulletin - Issue 3 – 07 December 2019
- KALC CEO Bulletin - Issue 3 – 17 January 2020

23.2. OTHER GENERAL CORRESPONDENCE RECEIVED AND CIRCULATED AS NOTED IN MINUTES

- Kent Police - Latest Rural Task Force report & Rural Matters magazine - Winter 2019, 15 January 2020

23.3. COUNTRYSIDE STEWARDSHIP APPLICATION

The letter has been received stating that YPC have been unsuccessful in the Countryside Stewardship application due to the land being registered common land. The land may be eligible to apply for a higher tier. This was the same response as in 2018. It was agreed not to pursue this due to the enormous time needed to complete the application process.

23.4. REQUEST BY THE WEALD MOTOR CLUB TO USE THE LEES PICNIC AREA FOR AN EVENT ON SATURDAY 12TH SEPTEMBER 2020

A letter had been circulated from The Weald Motor Club requesting the use of The Lees Picnic Area on 12 September 2020. Whilst Councillors are very supportive, they are unhappy with this date as the car park is often closed on the second Saturday in September and the event might have to be cancelled.

23.5. ANY OTHER CORRESPONDENCE NOTIFIED PRIOR TO THE MEETING

No other correspondence was received.

24. PARISH MATTERS

There were no Parish Matters

COMMENTS ON PLANNING APPLICATIONS

- 19/505831/FULL Coach House Kenward Road Yalding
Change of use of land from C2 (Residential Institutions) to domestic garden with associated new planting, permeable driveway, gates and piers.
NO COMMENT
- 19/506124/FULL Green Acres, Lees Road, Laddingford
Erection of a two storey rear extension, partial demolition of existing garage and carport, and erection of a single storey side extension to provide new entrance hall and porch (part retrospective).
OBJECT
This property is in an area of high flood risk and access to the property was isolated for several days during the flood of December 2013. The changes to this property are increasing the footprint in a flood zone to the detriment of neighbouring properties, increasing the risk of flooding to them. Additional bedroom increases the number of people at risk at times of severe flooding.
- 19/505709/FULL Cleaves House, The Green, Yalding
Demolition of existing garage and erection of a replacement garage and 1 no. summer house.
NO COMMENT
- 19/505710/LBC Cleaves House, The Green, Yalding
Listed Building Consent for demolition of existing garage and erection of a replacement garage and 1no. summer house.
NO COMMENT
- 19/505809/FULL Congelow Farm Cottage, Benover Road
Erection of a stable block including hay store, tack room with office and domestic storage above.
OBJECT
The property is situated in a flood zone 3, a building in this area could disperse flood water which could increase flow to other properties.
- 20/500049/FULL Pear Tree Cottage, Benover Road.
Subdivision of plot and conversion of existing detached annex building into a separate residential dwelling.
STRONGLY OBJECT

No reason is given for the sub-division.

It is the policy of the Local Planning Authority not to approve new dwellings in the countryside in the absence of special justification. Subdivision of this plot and conversion of existing detached annex building into a separate residential dwelling would represent a new dwelling.

The property is situated in a Flood Zone 1 but access to it requires passing through Flood Zones 2 & 3.

The following flood resistance applications were all responded to with the comment:

Yalding Parish Council supports the work that the Environment Agency is undertaking in an attempt to reduce the flood risk to this property and has No Comment to make regarding the application.

19/506015/LBC- 1 Willow Grove Barn Lees Road Yalding

MBC PLANNING DECISIONS SINCE LAST MEETING

19/505150/FULL 4 Walnut Close, Yalding

Erection of a single storey rear extension.

GRANTED

19/505433/FULL Shingle Barn Orchard, Shingle Barn Lane, West Farleigh

Erection of 1 no. three bedroom dwelling with associated parking and works.

REFUSED

19/505434/OUT Teiseside Nurseries, Lees Road, Laddingford

Outline application for the demolition of existing commercial building and erection of a 2 storey self-build dwelling (Access being sought).

REFUSED

19/503546/FULL The Orchard, Hampstead Lane

Retrospective application for replacement gates, walls and engineering works to create a cast-in culvert with concrete crossover.

REFUSED

19/503547/FULL The Orchard, Hampstead Lane

Retrospective application for change of use of agricultural land into residential curtilage, erection of replacement gates, new walls and driveway, and engineering works to create a cast-in culvert.

REFUSED

The following flood resistance applications were all granted:

19/505425/LBC - Vine House, Lees Road

19/505601/LBC - Yalding Post Office

19/505827/LBC - Woodfalls Farm, Gravelly Ways

19/505853/LBC - 5 Killicks Cottages, Benover Road

19/506015/LBC - 1 Willow Grove Barn, Lees Road Yalding

There being no further business the meeting closed at 21.06.

Signed.....

Date.....