

**MINUTES OF YALDING PARISH COUNCIL MEETING HELD ON
TUESDAY 7 JULY 2020 AT 7.00 PM VIA ZOOM VIDEO CONFERENCE**

PRESENT

Geraldine Brown (Chairman)
June Chapman (JC)
David Law (DL)
Andy Sanders (AS)

Jason Bryant (JB)
Ken Gough (KG)
Patricia Robbins (PR)
Dee Ann Stead (DS)

This meeting was held virtually via Zoom Video Conferencing allowing The Chairman to record the meeting.

PUBLIC SESSION

Sandra King joined the meeting for agenda item 5.2.2

1. APOLOGIES FOR ABSENCE

Councillor Gerrish sent her apologies due to family commitments, these 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 20.1 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 23 in Closed Session.

4. YALDING'S RESPONSE TO THE COVID-19 RECOVERY AND RE-OPENING

4.1. LOCAL OUTBREAK CONTROL PLAN

In the light of the Leicester spike, all principle local authorities have been compelled to produce a plan. Kent County Council (KCC) has completed its plan and, we await a plan from Maidstone Borough Council (MBC).

4.2. LEES PICNIC AREA AND TOILETS

See agenda item 15

4.3. FEEDBACK FROM THE PUBLIC HOUSES OPENING

- The George opened 4th July with a reduced menu and drinks, they are still doing takeaway
- The Chequers opens 9th July, with outside facilities only, they are still doing takeaway
- The Boathouse opening 9th July with card payments only, food booked online only, drinks can be booked by phone
- The Woolpack opened 4th July with outside seating only
- The Walnut Tree opens for drinks from Tuesday 21st July and for food on Friday 24th July
- Zarda Cottage - The Clerk will find out their plans
- Village Club opened on 4th July

4.4. RE-OPENING THE PLAY AREAS – TO DISCUSS IMPLICATIONS

The Chairman suggested that the play-areas be reopened when the new equipment at Jubilee Field is fully installed, when hopefully the guidelines have been reduced. All parishes agree the current rules are impossible to follow.

4.5. PARISH PICNIC – TO DISCUSS THE IMPLICATIONS OF GOING AHEAD IN 2020

There is no financial implication to this event so it was agreed to defer the decision until August.

4.6. REMEMBRANCE DAY PARADE – TO DISCUSS THE IMPLICATIONS OF GOING AHEAD IN 2020

It was agreed to defer the decision until August. A meeting will be arranged with PCC to discuss and clarify.

4.7. YULETIDE MARKET – TO DISCUSS THE IMPLICATIONS OF GOING AHEAD IN 2020

This event brings in a huge number of outsiders as it is currently run it would be impossible to social distance. It is currently against the law for gatherings of more than 30 people. There is also a large financial impact with the cost of the road closure etc. The final decision needs to be made by the end of September at the latest to allow all the documentation to be completed.

4.8. CHRISTMAS LIGHTS – TO AGREE TO ERECT THEM REGARDLESS

It was felt that this can be done with social distancing and should go ahead.

4.9. YALDING LIBRARY

Selected, larger libraries are opening on 13th July but there is no date yet for Yalding.

5. PLANNING

5.1. TO DECLARE ANY LOBBYING OR FORMAL REPRESENTATION

There was none declared.

5.2. PLANNING APPLICATIONS

Planning decisions are recorded at the end of the minutes.

APP/U2235/W/20/3248627 - 19/505434/OUT - Teiseside Nurseries, Lees Road, Laddingford – **appeal**

A letter to be sent with photographic evidence of the flooded site.

5.3. YALDING ENTERPRISE PARK (YEP) - UPDATE

The Environment Agency (EA) has put forward answers to Richard Butler's letter. Despite all queries now having been answered and the statutory consultees having no objections, Councillor Burton is still calling it in; it should go to the July meeting. The EA is concerned that Blumer Lock is not being monitored for contamination in accordance with its planning permission.

5.4. ANY OTHER PLANNING MATTERS

There were no other planning matters.

6. POLICE MATTERS AND NEIGHBOURHOOD WATCH (NhW)

The Chairman will write to Helen Grant, the Chief Constable and The Police Commissioner for support and look again at a private security firm.

The Clerk has written to planning enforcement with regard to the illegal site on our border with Collier Street.

7. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 2 JUNE 2020

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

8. MATTERS ARISING FROM THE PREVIOUS MEETING

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

KG/AS to look for other escape routes. Network Rail still have not repaired its fence, YEP will be asked to chase. Community Payback had started putting in posts. **Deferred.**

8.2. FINGERPOSTS – LEES CORNER AND WOODFALLS

The contractor again did not fulfil his promised installation date of 4th June to erect the posts, he is now saying 10 July. He had the signage labels wrong; this has been corrected.

8.3. 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. MBC have sent us a link to a pre-application visit. The reconstitution of Yalding and Laddingford Sports Association (YALSA) needs to be escalated before we can move this project forward. DL has organised a virtual meeting of existing YALSA members.

8.4. WEBSITE

BK is attending KALC virtual training on accessibility requirements in early August.

8.5. THE TATT - 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. **Deferred**

Southern Water to be asked to contribute towards the cost of the repair to the track. **Deferred**

8.6. DITCH AT THE FEN

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

8.7. DEFIBRILLATORS – CLEANING AND CHECKING

Woolpack complete. Other backboards need erecting **Deferred**.

A cleaning regime has already been established for all the defibrillators. It seems the one at the top of the High Street may not have been done during lock down, JC cleaned it, new Pads are needed in September, The Clerk will order new ones.

8.8. 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.

8.9. 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. We need to check if the odd job man will work during lockdown and then order bollards.

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

The Chairman has set-up some of these addresses but installation is not simple.

8.11. NEW CAR PARK ENTRY SYSTEM

Work is ongoing replacing the car park entry system which should be complete mid-July.

8.12. PLAY EQUIPMENT - JUBILEE FIELD AND THE KINTONS

The installation at Jubilee Field has started and it should be complete by mid-July. Play areas are allowed to re-open on 4 July, The Clerk is checking out the guidelines for reopening.
CLK

8.13. SOUTH AND SOUTH EAST IN BLOOM COMPETITION – TO DISCUSS ENTERING

The Chairman suggested not entering this year as it is too late, we are very busy and we need to do some serious tidying after the storms. The criteria states that they do not expect hanging baskets everywhere but a community looking after its Parish. KG/AS/DL will meet to discuss.
Deferred

8.14. LORRY WATCH – REQUEST TO INSURE A POTENTIAL GROUP ON WAGON LANE

Residents of Wagon Lane have request are trying to set up a Lorry Watch with KCC. KCC require YPC to provide the Public Liability insurance. YPC insurers are happy with this providing a risk assessment to send to them in advance. KCC offer guidance but the residents would have to write their own risk assessment. The clerk has written to the residents but has not yet received the relevant documentation. **Deferred.**

8.15. TREES AT THE YALDING SCHOOL

It was agreed to arrange and fund the removal of two silver birch trees from the reception play area in order for a beautiful rare tree to flourish as suggested by the Kent Men of Trees. **Deferred**

8.16. ADDITIONAL TEMPORARY ADMINISTRATION SUPPORT – TO APPROVE

It was agreed to employ a temporary administration person for a few hours per week to give the Clerk time to complete the SLCC qualification. **Deferred**

8.17. THE LEES – DURING THE COVID-19 SOCIAL DISTANCING TO AGREE TO A 2.5M WIDTH CUT OF THE PUBLIC FOOTPATHS ACROSS ALL 3 FIELDS.

The footpaths have all been cut.

9. COUNTY COUNCILLOR'S REPORT

A report was not received.

10. BOROUGH COUNCILLOR'S REPORT

A report was not received.

11. VISUAL UPDATE INSPECTIONS OF COUNCIL OWNED LAND

11.1. THE LEES

Inspection complete no issues.

Dave Morgan no longer wishes to cut the hay. AS has agreed to cut areas this year.

11.2. THE LEES PICNIC AREA

Inspection Complete no issues

11.3. YALDING VILLAGE GREEN AND VERGES

Inspection complete no issues

11.4. JUBILEE FIELD

Inspection complete no issues

11.5. LADDINGFORD VERGES

Inspection complete. Tyre marks caused by the flood; The Clerk will ask if there is anything the contractor can do to improve. The posts need putting back in near Birkbys..

11.6. THE KINTONS

Inspection complete – there are still problems with the holes that have been dug on the pitches.

11.7. FOWLE HALL GREEN

Inspection complete.

AS met the contractor and resolved the problem but would like to discuss adding locked gates- agenda item 13

The Tatt needs to be added to the monthly inspection list as it is no longer on the weekly play area inspection list due to the swings having now been removed. The frame needs taking away.

12. WEEKLY INSPECTIONS OF PLAY-AREAS

12.1. JUBILEE FIELD

Inspections to restart after installation complete.

12.2. THE KINTONS

Inspections to restart on opening.

13. FOWLE HALL GREEN – TO DISCUSS INSTALLING AN ACCESS GATE

The ditch has had to be filled in to allow access to the land. AS would like to pipe the ditch and add a locked gate. It was proposed KG and seconded JC that up to £1000 be spent on this project.

14. CONSULTATIONS

One consultation has been received this month.

- LGA Model Member Code of Conduct – 17 August 2020

The Chairman suggested YPC support this and if possible, do what we did last time and join with other parishes for the advert. All councillors agreed.

One consultation was received last month.

- Maidstone Dog Control PSPO Consultation – 12 July 2020. This was set out on Parish News.

SG reviewed and circulated; it was agreed to send this as YPC response.

15. THE LEES PICNIC AREA

15.1. TO AGREE 2020 PERMIT CHARGES

KG recommends that no permits, other than Teapot Island, are issued this year.

15.2. THE TOILETS – TO AGREE OPENING, CLOSING AND CLEANING ROTA'S

We are awaiting quotes from MBC's contractor to clean at 8pm daily and then lunchtime at weekends and bank holiday with additional charge for call outs.

15.3. TO AGREE THE COSTS TO REPLACE THE CLOSURE GATES

It was proposed JC, seconded KG and all agreed to replace the closure gates at a cost £1,500 plus Fitting.

15.4. TO THE COSTS OF THE INSTALLATION OF THE CCTV CAMERA

It was proposed KG seconded AS and all agreed to install the CCTV at a cost of £1,067 if an alternative more suitable quote could not be obtained.

16. FLOODING

16.1. GENERAL UPDATE

Nothing to report.

16.2. PROPERTY FLOOD RESISTANCE UPDATE

All installations are now complete and snagging work being undertaken.

16.3. SUBSTATION UPDATE

Awaiting and update following consultation with residents. The Chairman has asked MBC to progress this urgently.

17. LADDINGFORD – TO DISCUSS NAMING THE ROAD BETWEEN LEES ROAD AND CLAYGATE/DARMAN LANE

It is becoming increasingly difficult to identify this road as it is unclassified on most of the official systems and is on the emergency service system as Claygate Road. It is felt that traditionally it was called The Street. This will be confirmed with residents and then YPC will push to make it official.

18. TREE PLANTING PLAN – TO DISCUSS AND AGREE THE WAY FORWARD

Contained within the neighbourhood plan (NhP) is reference to maintaining and enhancing our trees and hedgerows. It was agreed to produce a 5-year planting plan to be included in The NhP which should include sites and species. Even though Yalding Parish Council (YPC) do not own The Fen it needs to be included in this plan in conjunction with Medway Valley Countryside Partnership (MVCP). It was agreed that some members of NHP group could start to prepare a plan; they can be joined by JC and other tree wardens as required. PR will find out who from the group is interested.

19. HIGHWAYS – UPDATE

19.1. HIGHWAYS LIST

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

19.2. OTHER HIGHWAY ISSUES

Jenny Watson (JW) is progressing with the safety barrier and road markings outside Laddingford School. The Traffic Order is now being progressed.

20. FINANCE

20.1. PAY BILLS

It was agreed, proposed JB seconded PR to pay bills totalling £4,901.84 exclusive of VAT as per attached list.

20.2. CONFIRM RECEIPTS

A list of receipts (as attached) totalling £333.33 was circulated.

20.3. MONTHLY SPEND AGAINST BUDGET REVIEW

There was no unbudgeted spend this month.

20.4. TO CONSIDER THE ANNUAL INTERNAL AUDIT REPORT 2019/20

The Internal Audit report had been previously circulated. There were no issues highlighted.

20.5. TO APPROVE THE ANNUAL INTERNAL AUDIT REPORT 2019/20

DS proposed, DL seconded and all agreed the report was accepted as a true account of The Councils financial control.

20.6. TO CONSIDER THE ANNUAL GOVERNANCE STATEMENT 2019/20

The Governance Statements for 2019/20 were circulated for approval.

20.7. TO APPROVE THE ANNUAL GOVERNANCE STATEMENT 2019/20

It was proposed DS, seconded DL, and resolved unanimously that the Governance Statement be signed by The Chairman as a true reflection of The Council's financial control.

20.8. TO CONSIDER THE ACCOUNTING STATEMENTS 2019/20

The Accounting statements for 2019/20 were circulated for consideration for approval.

20.9. TO APPROVE OF THE ACCOUNTING STATEMENTS 2019/20

It was proposed DS, seconded DL and resolved unanimously that the Accounting Statements be signed and dated by The Chairman as a true reflection of The Council's accounts.

20.10. TO AGREE TO REPLACE THE GATE FROM THE CARPARK ONTO THE PLAYING FIELD AT THE KINTONS

It was proposed KG, seconded DS and all agreed to replace this gate at a cost £700 plus fitting.

21. CORRESPONDENCE

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

- NALC Newsletter - 11 June 2020

- NALC Chief Executive's bulletin – 12 June 2020
- NALC Chief Executive's bulletin – 19 June 2020
- NALC Chief Executive's bulletin – 26 June 2020
- NALC Chief Executive's bulletin – 03 July 2020
- KALC NEWS June 2020
- KALC CEO Bulletin – June 2020

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

- Kent Police Rural Task Force Report – 03 July 2020

21.3. REQUEST TO USE THE LEES PICNIC AREA ON SATURDAY 18TH SEPTEMBER 2021 TO PARK THE TOW VEHICLES AND TRAILERS FOR A CAR RALLY AT KENWARD TRUST.

All agreed that this was possible in principle subject to payment and logistics.

21.4. REQUEST FROM A RESIDENT TO HOLD YOGA CLASSES AT THE KINTONS

Councillors agreed to this subject to an appropriate donation. Risk assessment and Public liability insurance certificates have been received.

21.5. REQUEST FROM A RESIDENT TO HOLD YOGA CLASSES AT JUBILEE FIELD

Councillors agreed to this subject to an appropriate donation. Risk assessment and Public liability insurance certificates have been received.

21.6. ANY OTHER CORRESPONDENCE NOTIFIED PRIOR TO THE MEETING

There was no other correspondence

22. PARISH MATTERS

There were no parish matters.

CLOSED SESSION

COMMENTS ON PLANNING APPLICATIONS

20/502157/FULL

Woodland House, Kenward Road

Conversion of garage into annexe for ancillary use to main dwelling, including external changes, erection of half gable ends and insertion of rooflights.

NO COMMENT

20/502297/FULL

The Old Forge Cattery, Claygate Road, Laddingford

Conversion of building into work/live unit, works to include roof alterations, insertion of dormer, creation of rear canopy and insertion of new windows and doors.

NO COMMENT

Councillor ask for a condition to tie the development to the business.

20/502449/FULL

The Coach House Lees Road, Laddingford

Erection of a detached garage.

OBJECT

This development is introducing a building into a flood zone 3 dissipating flood water into surrounding properties.

20/502501/FULL

Kenward Park Cottage, Kenward Road

Erection of a single storey building to provide annexe accommodation with home working space

OBJECT

Policy DM35 Work/Live Units - The construction of new build live/work units will be restricted to the defined urban area and settlement boundaries of the rural service centres and large villages. New build work/live units outside of the settlement boundaries as defined in the policies map will not be permitted. We do not believe there is any justification on planning grounds for this annexe. However, should planning permission be granted a legal agreement must be entered into to tie the proposed new building to the existing.

Councillors would like the application to go before the planning committee should the planning officer be of a mind to grant permission.

20/502000/FULL

Kenward Farm Kenward Road

Replacement of the existing polytunnels with new style polytunnels, including the provision of an attenuation pond and all other associated engineering and drainage operations, and landscaping. **Amended plan**

NO FURTHER COMMENT

20/502642/FULL

Lower Barn, Fowle Hall, Pike Fish Lane

Erection of 1no. dwelling with associated access, parking and landscaping (revision to previously approved: 15/504671/FULL) (part retrospective).

NO COMMENT

MBC PLANNING DECISIONS SINCE LAST MEETING

20/501704/FULL

Hopper Hut Adjacent Hop Cottage, Shingle Barn Lane

Conversion of Hopper Hut to create 1no. dwelling with external alterations together with the erection of a glazed link to new single storey rear extension. Erection of detached garage with associated works and creation of new access.

APPLICATION WITHDRAWN

20/501570/FULL

Land Rear Of Congelow Cottages, Benover Road Proposed hard surfacing at the mouth of the entry & exit gates to Mill Lane (retrospective)

GRANTED

There being no further business the meeting closed at 22.15

These following items are suspended until Lock down is released:

- Neighbourhood Plan
- Welcome pack
- Parish Councillors Report

Signed.....

Date.....