

**MINUTES OF A MEETING OF YALDING PARISH COUNCIL HELD ON  
TUESDAY 3 MARCH 2020 AT 7.30 P.M. IN YALDING VILLAGE HALL**

**PRESENT**

Geraldine Brown (Chairman)	June Chapman (JC)
Sue Gerrish (SG)	Ken Gough (KG)
David Law (DL)	Patricia Robbins (PR)
Andy Sanders (AS)	Dee Ann Stead (DS)

**DECLARATION OF INTENTION TO RECORD PROCEEDINGS**

There were none declared.

**PUBLIC SESSION**

There were no members of the public present.

**1. APOLOGIES FOR ABSENCE**

Councillor Jason Bryant sent His apologies due to work commitments; they were accepted.  
Borough Councillor Steve McLoughlin sent his apologies.

**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**

The Chairman, KG, SG and PR declared an interest in agenda item 23.1 as they 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 26, 27 and 28 in Closed Session.

**4. PLANNING**

**4.1. TO DECLARE ANY LOBBYING OR FORMAL REPRESENTATION**

There was none declared.

**4.2. PLANNING APPLICATIONS**

Planning decisions are recorded at the end of the minutes. .

**4.3. YALDING ENTERPRISE PARK (YEP)**

**4.3.1. UPDATE**

This will be a permanent agenda item for the foreseeable future.

**4.3.2. 19/504910/OUT – AMENDED PLANS**

These amended plans are following Kent County Council (KCC) Highway's comments and a meeting between YEP and KCC. YEP have answered all of KCC's queries. It was agreed to no comment the application at this time but reserve the right to make comment following KCC Highway's response.

**4.3.3. LETTER FOR CONSIDERATION FROM A RESIDENT RE THE YEP APPLICATION.**

A letter from a resident along with The Clerk's reply had been circulated to Councillors. The Clerk has answered all queries. Councillors endorsed The Clerk's response.

Yalding Parish Council have made their comments to Maidstone Borough Council (MBC) on the application and there are currently no further comments to make.

The Clerk also reported that the resident was concerned that YEP are carrying out activities onsite without planning permission. It was confirmed that YEP are just clearing and storing which the enforcement officer has confirmed is not illegal.

#### **4.4. ANY OTHER PLANNING MATTERS**

##### **4.4.1. TO NOTE A SECOND APPEAL HEARING AT THREE SONS, HAMPSTEAD LANE, NETTLESTEAD – 18/504139/FULL APPEAL REF. APP/U2235/W/19/3225715**

It was noted that the appeal will be held on: 25 March 2020 at 10:00am at The Town Hall, Maidstone.

##### **4.4.2. PLANNING APPLICATION 19/505809/FULL - CONGELOW FARM COTTAGE, BENOVER ROAD, YALDING**

YPC Objected on the grounds of flooding, The Environment Agency (EA) have no concerns. It was agreed YPC continue to object but do not wish the application to go to the planning committee.

#### **5. POLICE MATTERS AND NEIGHBOURHOOD WATCH (NhW)**

There has been a change in personnel, Sergeant Steve Hatcher has moved to another position, replaced with Sergeant Daniel Hinrich. Kent Association of Local Councils (KALC) Maidstone are meeting with them on Thursday 2 April 2020.

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 21 JANUARY 2020**

Proposed SC seconded JC 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 LYNGS FARM HOUSE ABOVE FLOOD LEVEL – UPDATE MOVE TO FLOOD AGENDA ITEM 15**

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

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

##### **7.3. FINGERPOSTS – LEES CORNER AND WOODFALLS**

The Clerk has chased yet again and has been told they will be erected mid-March. The Chairman suggests that if this doesn't happen we get a quote of installation and a transport cost and we arrange to collect the post and deduct the costs from the final invoice.

##### **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. 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 to organise and urgent meeting of existing YALSA members.

##### **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 is on the waiting list to attend a KALC training session to ensure we comply with the Accessibility regulations.

##### **7.7. 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.

#### **7.8. 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.

#### **7.9. DITCH AT THE FEN**

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

#### **7.10. DEFIBRILLATORS – CLEANING AND CHECKING**

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

#### **7.11. 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.

#### **7.12. 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.

#### **7.13. 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. The bollards will be ordered ready to do the work in the spring.

#### **7.14. YALDING AND LADDINGFORD SPORTS ASSOCIATION (YALSA) – TO ARRANGE A RESTART MEETING**

Now covered in item 7.4.

#### **7.15. 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.

#### **7.16. YOUTH AND COMMUNITY CENTRE – TO DISCUSS THE NAME**

A letter has been sent to Godfrey Featherstone to clarify this. Godfrey has replied that 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, she attended the Pre-school Extraordinary General Meeting.

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

All inspections completed, no issues.

The fence at the Tatt was wobbly and has been repaired.

It was agreed that the swing at The Tatt will be removed as it's not being used. This will be notified in The Parish Magazine and via Parish News.

The Tatt – Southern Water to be asked to contribute towards the cost of the repair to the track. The Clerk has not been able to progress this. It will now be incorporated in item 7.7.

## **11. CONSULTATIONS**

No Consultations have been received this month.

## **12. WELCOME PACK – TO DISCUSS ANY NEW RESIDENTS KNOWN TO COUNCILLORS**

A pack to be delivered to Tatt Barn, above The Post Office and in Acott Fields.

The Glebe will be used to launch the website welcome pack. The letter is ready to go once the website is live.

## **13. MONITOR LIST**

The Monitor list was reviewed and updated.

## **14. NEIGHBOURHOOD PLAN (NP)**

### **14.1. UPDATE**

The Steering Group met on 14 February. A grant of £5305 has been awarded for general work and the preparation of a Green Spaces and Community Asset policy; this work must be The Steering group are pushing ahead with policy preparation. The next meeting will be 13 March 2020.completed by 31 March 2020. The Chairman and the Clerk have met with The Rural Housing Trust regarding Local Needs Housing in the Parish; they recommend commissioning an official survey.

Marden's neighbourhood plan passed referendum with over 90% in favour. It will now proceed to MBC.

### **14.2. TO APPROVE THE COST OF A LOCAL HOUSING NEEDS SURVEY**

The cost of a Local Housing Needs Survey is £2,600 which may be reclaimed through 2020/21 grant. A survey will be sent to every home in the parish and covers both those looking for an affordable home in the Parish and older people looking to downsize. The survey is undertaken by Action for Communities in Rural Kent (ACRK) who then send through a report keeping identities confidential. The work can be undertaken in May. The Chairman proposed, PR seconded and it was unanimously agreed to commission the survey.

### **14.3. TO APPROVE THE COST OF A TRAFFIC SURVEY**

It was agreed that YPC had exhausted the suggestions put through to KCC. It was agreed to employ a traffic consultant to look at the problem and to ascertain if there is a solution. The total cost of a traffic survey could be just under £20k. This should not be a NhP cost but an exercise by YPC to see if there is any solution to the congestion problem and for residents to then understand we have done all we can. There is £12k in this year's budget and £7.5k in next year's. This includes CCTV to look at congestion, ANPR cameras to determine direction and stripes in the road to determine number and weight of vehicles. PR proposed, DL seconded. A vote was taken with 7 in favour, 1 against, 1 abstained, it was agreed to commission the survey. A meeting will be held with the consultants in advance.

## **15. FLOODING**

### **15.1. TO DISCUSS RECENT FLOODING EVENTS**

February flood event was managed well, The flood wardens and the community worked really well and were joined throughout by South East 4 x 4.

### **15.2. PROPERTY FLOOD RESILIENCE (PFR) UPDATE**

It was reported that The PFR in Acott Fields failed again during the February event The Chairman is discussing with The Environment Agency (EA) and has been given the following information:

- No.1,3,5 worked
- No.6,8 no information available
- No.7 worked fairly well but Watertight report it had not been deployed correctly.

- No.9 worked, with very minor seepage between the barrier and garage door. This could have been due to rainfall as the barrier is outside of the garage, but it's impossible to say.
- No's 2, 4 and 10 do not have Watertight Barriers.

### **15.3. SOUTH EAST 4 X 4 – TO AGREE TO A DONATION**

South East 4 X 4 were a real asset taking much of the pressure off of manning the road closed barriers and stopping people going through. They are a charity; the drivers do not get paid but do get reimbursement for their out of pocket expenses. DS proposed a £500 donation as a huge thank you, KG seconded and all agreed.

### **15.4. ANY OTHER UPDATES**

Peter Waring (PR) of the EA has written to Bill D'Albertanson (BD) UK Power Networks (UKPN) emergency planning manager regarding flood resilience works to the substations at Lyngs Farmhouse and Burgess Bank. He was surprisingly unaware of any flood risk, he confirmed that he would contact Paul Newman (UKPN Maidstone) to get a better understanding. The EA are meeting with BD, on 4 March 2020, to develop a long term plan for protecting the UKPN infrastructure against flood for as long as possible in order for residents to retain power to their pumps.

South East 4x4 were appalled at the inadequate sand bagging that UKPN had provided to the 2 substations on 15 February and made every effort to try to improve this.

Following a meeting with KCC Highways it was agreed that they would provide YPC with 10 Water/sand filled barriers.

## **16. THE LEES PICNIC AREA**

### **16.1. TO REVIEW 2019 AND AGREE 2020 RUNNING**

The Income 2019/20 was £30,139, with expenditure of £8,039, and a profit of £22,100, which is comparable to 2018/19.

Opening may be delayed due to the wet ground; it may not be fully open by Easter.

J Biggs to pick litter and open and close, as and when we open and close

CCTV needs to be installed – quote needs to be obtained.

### **16.2. TO AGREE TO THE QUOTE FOR A NEW ENTRY SYSTEM FROM FLOWBIRD.**

A quote for a new entry system has been received from Flowbird of £19,848 including VAT which may not be reclaimable. KG proposed, JC seconded and all agreed to order the new system.

## **17. PLAY EQUIPMENT - TO CONFIRM MBC GRANT OFFER AND AGREE THE PROPOSAL FOR JUBILEE FIELD AND NOTE PROPOSALS FOR THE KINTONS**

A grant has been awarded for both Jubilee Field (£10,000) and The Kintons (£20,000).

YPC will need to sign paperwork allowing us to defer installation of The Kintons equipment.

The preferred supplier for Jubilee Field has quoted of £24,500 for 4 new pieces of equipment and £2,000 for safety surface.

KG and community payback will do the removal work of the old equipment.

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. Also, their labour charge is likely to be quite high due to the length of time needed. The items to undertake the repairs would cost around £200.

## **18. VE DAY – TO DISCUSS PREPARATION OF DRAFT PLAN**

The event was discussed, work has started on the event plan and road closure.

## **19. REMEMBRANCE DAY**

The Parochial Church Council (PCC) have replied to YPC's with regard to discussing making The Remembrance Day Parade more of a civic event. They are happy to meet to discuss this, however the reply suggests that they believe the issue is still with MBC charging. A meeting should be arranged to discuss and clarify.

## **20. 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.

## **21. THE LORD-LIEUTENANT OF KENT'S CIVIC SERVICE - TUESDAY 17 MARCH 2020, CANTERBURY – TO DECIDE TO ATTEND**

It was agreed the AS and DS would attend The Lord-Lieutenant of Kent's Civic Service.

## **22. HIGHWAYS - UPDATE**

### **22.1. HIGHWAYS LIST**

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

A meeting was held with KCC Highways including the new director on 4 February 2020, several actions were progressed.

### **22.2. HIGHWAYS IMPROVEMENT PLAN**

The Clerk has drafted a Highway Improvement Plan, The Chairman cannot review this until the traffic survey has been carried out and the work at Laddingford School completed.

A meeting was held with Jenny Watson (JW) on 6 February 2020 it was agreed to fit a safety barrier and road markings outside Laddingford School. The road marking will require a Traffic Order, JW is progressing,

### **22.3. OTHER HIGHWAY ISSUES**

Our highway manager has taken the cobbles outside Kingsland Cottages into her department as agreed with KCC Highways' Director due to the appalling standard of work to date. Due to the wet weather, the current proposal is:

- To remove the existing cobbles and take them away to the KCC depot where they can be cleaned of the "pug".
- To remove the kerb stones and replace with conservation, full depth kerb stones that will be sunk into the ground.
- To temporarily tarmac the area until the warmer weather is here allowing plenty of time for the cobbles to be cleaned properly.
- Re-cobble the footway using a company with cobble-work experience who have a proven track record.
- Install cast iron bollards to prevent vehicles mounting the kerb causing further damage to the footway.
- Patch the roadway to push the standing water into the gully.

## **23. FINANCE**

### **23.1. PAY BILLS**

It was agreed, proposed DS seconded DL to pay bills totalling £4647.03 exclusive of VAT as per attached list.

### **23.2. CONFIRM RECEIPTS**

A list of receipts (as attached) totalling £666.66 was circulated.

### **23.3. MONTHLY SPEND AGAINST BUDGET REVIEW**

There was no unbudgeted spend this month.

### **23.4. TO AGREE REDRAFT OF BUDGET AS CIRCULATED**

A redrafted budget was circulated, The Chairman proposed, JC seconded and it was approved unanimously.

### **23.5. TO ACCEPT KCC AUDIT PLAN AND A COST OF £330**

DL proposed, SG seconded and all agreed to accept the KCC Financial audit plan at a cost of £300.

### **23.6. TO CONFIRM THE PURCHASE 4 BOLLARDS FOR OUTSIDE KINGSLAND COTTAGES AT A TOTAL COST OF £600**

It was confirmed to spend £600 on 4 bollards to protect the kerbs and cobbles outside Kingsland cottages.

### **23.7. TO AGREE TO USE THE YPC GRANT POT TO COMPLETE THE KINTONS CONTAINER PROJECT.**

The Chairman proposed, JC seconded and all agree to use the unspent YPC grant pot of £1000 to complete the Kintons container project.

## **24. CORRESPONDENCE**

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

- NALC Chief Executive's bulletin – 31 January 2020
- NALC Chief Executive's bulletin – 07 February 2020
- NALC Chief Executive's bulletin – 14 February 2020
- NALC Chief Executive's bulletin – 21 February 2020
- NALC Chief Executive's bulletin – 28 February 2020
- NALC Newsletter – 29 January 2020
- NALC Newsletter – 12 February 2020
- KALC CEO Bulletin - Issue 5 – 12 February 2020

### **24.2. OTHER GENERAL CORRESPONDENCE RECEIVED AND CIRCULATED AS NOTED IN MINUTES**

- Kent PCC's Spring Newsletter – February 2020
- River Beult Catchment Newsletter Winter 19/20
- River Teise, Hartlake and Pembury Winter 19/20 Newsletter

### **24.3. REQUEST FOR FINANCIAL SUPPORT AND ADVERTISING FROM INVOLVE KENT SERVICES**

Involve Kent has requested a grant to help it with its work. YPC have a policy only to give grants to local organisations and charities. Involve Kent has a wider role than just Yalding. The Clerk will ask them if they have any advertising material.

### **24.4. 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. It was agreed to support this.

### **24.5. ANY OTHER CORRESPONDENCE NOTIFIED PRIOR TO THE MEETING**

No other correspondence was received.

## **25. PARISH MATTERS**

### **25.1. THE TREE AND DITCH AT JUBILEE FIELD**

A resident of Laddingford has asked that a fir tree on Jubilee Field that over hangs his property be cut back and the ditch behind the play equipment be reinstated. Councillors felt that neither of these were necessary. The Clerk will write accordingly.

### **25.2. TREES AT THE 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.

## **COMMENTS ON PLANNING APPLICATIONS**

- 20/500408/FULL 1-3 Fox Pitt Cottages, Shingle Barn, West Farleigh  
Demolition of existing single storey rear extension and erection of a two storey side extension to No 1. together with internal alterations, demolition of existing single storey rear extension and internal alterations to No 2, erection of a first floor side/rear and a single storey rear extension to No 3. and changes to fenestration  
**NO COMMENT**
- 20/500786/FULL The Packhouse Queen Street  
Erection of 3no. detached dwellings. (Resubmission of 19/502612/FULL)  
**OBJECT**  
The proposal would represent new dwellings in an isolated and unsustainable countryside location that would not have good access to public transport and would be remote from local services and facilities, resulting in future occupants being reliant on the private motor vehicle to travel for access to day to day needs. In the absence of any overriding justification or need for the proposal, it is contrary to policies SS1, SP17, DM1 and DM5 of the Maidstone Local Plan (2017) and the National Planning Policy Framework (2019).  
The proposal site, as stated in the accompanying FRA, is within a Flood Zone 3 where new dwellings should not be permitted, there is no overriding justification to allow this development in this location, and it has not been demonstrated that the proposal would not pose a risk to life and property. The proposal is therefore contrary to the provisions of policy DM1 of the Maidstone Borough Local Plan (2017), and the National Planning Policy Framework (2019) and its Technical Guidance (2012).  
To be called in
- 19/505710/LBC Cleaves House, The Green, Yalding – amended plans  
Listed Building Consent for demolition of existing garage and erection of a replacement garage and 1no. summer house.  
**NO FURTHER COMMENT**  
**MBC PLANNING DECISIONS SINCE LAST MEETING**
- 19/504468/FULL Little Venice Country Park & Marina  
Creation of new access onto Hampstead Lane (B2162).  
**GRANTED**
- 19/505639/FULL Masons Barn, Queen Street, Paddock Wood  
Use of existing building as a residential dwelling, and erection of detached garage (part retrospective).  
**REFUSED**
- 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  
**GRANTED**
- 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).  
**GRANTED**

19/505709/FULL

Cleaves House, The Green, Yalding

Demolition of existing garage and erection of a replacement garage and 1no. summer house.

**REFUSED**

There being no further business the meeting closed at 22.03

Signed.....

Date.....