

**MINUTES OF YALDING PARISH COUNCIL MEETING HELD ON  
TUESDAY 06 SEPTEMBER 2022 AT 7.00 PM IN YALDING VILLAGE HALL**

**PRESENT**

Geraldine Brown (Chairman)  
Jason Bryant (JB)  
Dee Ann Stead (DS)

June Chapman (JC)  
David Law (DL)

**DECLARATION OF INTENTION TO RECORD PROCEEDINGS**

Some of the members of the public declared that they would record verbally parts of the meeting associated with the play area.

**PUBLIC SESSION**

There were 9 members of the public concerned about The Play equipment, one of whom spoke about accessible play equipment at The Kintons. There was a further member of the public who came to listen to the proceedings.

**1. APOLOGIES FOR ABSENCE**

Councillors Ken Gough and Joe Westgate due to other commitments; Sue Gerrish due to a bereavement, Andy Sanders due to work commitments; all 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**

The Chairman declared an interest in agenda item 12.3 as she 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**

Due to principal authority requirements and receipt of sensitive information, it was resolved to take items 22 in Closed Session.

**4. TO APPROVE MINUTES OF:**

**• THE PARISH COUNCIL MEETING HELD ON 5 JULY 2022**

It was proposed JC seconded DL and unanimously resolved that the minutes be signed as a correct record.

**• THE PLANNING AND FINANCE MEETING HELD ON 2 AUGUST 2022**

It was proposed DS seconded DL unanimously resolved that the minutes be signed as a correct record.

**5. MATTERS ARISING FROM THE PREVIOUS MEETINGS**

**5.1. JUBILEE FIELD DOMESTIC GATE INTO FIELD**

The Chairman will look up the original documentation and establish if a charge can be added to the land.

**5.2. PARKING ON THE VILLAGE GREEN**

A new quote has been received. See agenda item

**5.3. TO BE GIVEN A YALDING PARISH COUNCIL EMAIL ADDRESS**

DS now has a .gov address. Other Councillors need to take their laptops to The Chairman.

#### **5.4. NEW PARISH NOTICEBOARDS**

The new noticeboards need to be ordered.

#### **5.5. EROSION OF THE GRASS VERGES ALONG VICARAGE ROAD NEAR THE ENTRANCE TO THE NEW DEVELOPMENT**

Awaiting the outcome of the traffic calming discussion before the verges can be reinstated.

#### **5.6. £10,000 FLOOD PRIZE STILL TO SPEND**

The Chairman has met with Grant Booker from Kent Fire & Rescue Service (KFRS) to look at locations for flood gates and awaits his feedback. KFRS have asked for additional information.

#### **5.7. REMOVE THE CHRISTMAS LIGHTS AND RE POLLARD THE PLANE TREE**

Planning permission was refused and a TPO put on the tree. A new planning application needs to be submitted.

#### **5.8. SORTING OFFICE FLOOR**

The floor has been repaired.

#### **5.9. FARMERS MARKET**

Brian Harvey (BH) and KG will clear the garage. The bank account has been closed and the debt to Dizrat paid.

### **6. POLICE MATTERS**

The next Ward Cluster Meeting is on 11 October.

### **7. COUNTY COUNCILLOR'S REPORT**

Councillor Webb attended the meeting, he had sent a report which was circulated. He reported that KCC are likely to increase their budget by 2% which is the maximum permitted without a referendum. Councillor Webb asked for feedback from this from YPC.

### **8. BOROUGH COUNCILLOR'S REPORT**

Councillor Russell attended the meeting.

She reported that The Local Plan examination has started.

She gave an update on events and activities taking place around The Borough.

### **9. BIODIVERSITY AND CLIMATE CHANGE**

A reminder that this should be considered in all of the items that follow on the agenda.

### **10. PLANNING**

#### **10.1. TO DECLARE ANY LOBBYING OR FORMAL REPRESENTATION**

There were none declared.

#### **10.2. PLANNING APPLICATIONS RESPONDED TO IN LINE WITH A SCHEME OF DELEGATION**

It was confirmed the following planning application were responded to in line with a Scheme of Delegation and the responses are included at the end of the minutes.

- 22/503685/FULL - 3 Kings Cottages Lughorse Lane
- 22/503557/PNG - Yalding Village Club
- 22/503913/FULL - The Stables Willow Lane Paddock Wood

#### **10.3. PLANNING APPLICATIONS**

There were no further planning applications received.

#### **10.4. YALDING ENTERPRISE PARK (YEP)**

No further update.

## **10.5. MAIDSTONE BOROUGH LOCAL PLAN REVIEW**

The inspection starts Tuesday 6<sup>th</sup> September. The date for the Yalding policy has not yet been confirmed.

## **10.6. DRAFT PROPOSALS FOR RESIDENTIAL DEVELOPMENT IN THE PARISH**

### **10.6.1. HALLAM LAND**

No further update.

### **10.6.2. LAND AT LUGHORSE LANE**

DHA planning have written requesting a meeting. They are currently preparing plans for development on this land on the chance that other developments drop out of the local plan. It was agreed that YPC should meet with them but reiterate the reasons for objection.

## **10.7. ANY OTHER PLANNING MATTERS**

There were no other planning matters.

## **11. POLICIES AND PROCEDURES**

It was confirmed that there were no changes this month.

## **12. FINANCE**

### **12.1. CLERK AND ASSISTANT CLERK SALARY**

It was confirmed that The Clerk and Assistant Clerk were paid their August salaries in accordance with the payroll procedure and in line with the Scheme of Delegation and are included in the September bills list attached to the minutes of this meeting.

### **12.2. MOTION TO APPROVE THE CLERK AND ASSISTANT CLERK ONGOING SALARY**

The Chairman proposed to approve that The Clerk and Assistant Clerk will be paid their salaries, on a monthly basis, in accordance with the payroll procedure and in line with the Scheme of Delegation to be confirmed at each Annual Parish Council Meeting, it was seconded JC and agreed unanimously.

### **12.3. MOTION TO PAY BILLS**

It was proposed JC, seconded DS and resolved by all to pay bills totalling £15,047.24 exclusive of VAT as per attached list. The Chairman did not vote as she had declared an interest.

### **12.4. CONFIRM RECEIPTS**

A list of receipts (as attached) totalling £15,063.93 was circulated.

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

There was no spend outside the budget or previously approved at a full Council meeting.

## **13. OPEN SPACES**

### **13.1. REPORTS FOLLOWING VISUAL UPDATE INSPECTIONS OF COUNCIL OWNED LAND**

#### **13.1.1. THE LEES**

Inspection complete, no new issues.

JC suggested that not cutting under the trees be the river and to the river next year would help with potential fires – this will be place on the October agenda.

Second bollards to be erected at the entrance furthest from the village and increase the height of the one at the pony field.

The Bridge between the Picnic Area and The Pony Field needs repair.

#### **13.1.2. THE LEES PICNIC AREA**

Inspection complete, no new issues.

The Marden Drive arrived Sunday morning, 4 September. Unfortunately, the gate wasn't open. They now have The Chairmans telephone number.

The religious gypsies arrived on 3 September and the area was left as they found it. They have asked to book a slot in June or July next year. The Chairman explained about the hay cutting.

#### **13.1.3. YALDING VILLAGE GREEN AND VERGES**

Inspection complete, no new issues.

The bollards still need to be fitted, see 13.6.1

The Chairman will send a Parish News asking residents to only leave rubbish next to the bin.

#### **13.1.4. JUBILEE FIELD**

Inspection complete, no new issues.

#### **13.1.5. LADDINGFORD VERGES**

Inspection complete, no new issues.

#### **13.1.6. THE KINTONS**

Inspection complete, no new issues.

The Clerk has contacted Mole Control several times and there has been no response.

#### **13.1.7. FOWLE HALL GREEN**

No issues

#### **13.1.8. THE TATT**

Inspection complete, no new issues

A site meeting was held and plans agreed, KG will implement.

Medway Valley Countryside Partnership (MVCP) has been asked to update its management plan.

A quote has been accepted to repair the wall at The Tatt. The owners have been informed; the owners have confirmed they are happy to go ahead.

### **13.2. WEEKLY INSPECTIONS OF PLAY-AREAS**

The Assistant Clerk is now doing all the inspections.

#### **13.2.1. JUBILEE FIELD**

Inspection complete, no new issues.

The manufacturers have now said that the quote to turn the Inga around of £1375 was incorrect and it should be £3,750. The Chairman has suggested that the Inga is moved to The Kintons and a new piece of equipment installed at Jubilee Field. The Clerk to speak to Playdale.

#### **13.2.2. THE KINTONS**

Inspections complete, no new issues.

There is some graffiti that needs removing.

### **13.3. REPORT FOLLOWING THE ROSPA ANNUAL SAFETY INSPECTION OF THE PLAY AREA'S**

#### **13.3.1. AGREE ANY ACTIONS NEEDED**

The RoSPA annual safety inspections have been completed and circulated along with a summary of the concerns. It was agreed that The assistant Clerk and KG would manage the actions.

#### **13.3.2. REVIEW THE ACCIDENT WITH THE GATE AT THE KINTONS**

KG has looked at the gate; if it is slammed too hard it bounces open again, therefore if someone leaves the play area and slams the gate a child close behind can be hit. MBC have also looked at it and both them and KG feel it isn't anything to do with the automatic closure. There is no comment from the RoSPA safety inspection or another inspection.

It was agreed to ask RoSPA play safety for advice.

#### **13.4. THE KINTONS**

##### **13.4.1. TRANSFER OF LAND AND TRACK FROM COUNTRYSIDE**

Still awaiting the final documentation and confirmation of fees.

##### **13.4.2. NEW PLAY EQUIPMENT**

Councillors discussed the feedback regarding wheelchair access from the residents from the public session.

The Clerk gave a brief on the legal position. Parish Councils are legally obliged to manage public funds wisely and as the Roundabout has no reported accidents or incidents, has no negative safety inspection comments and no maintenance issues, it would not be acceptable to replace it.

In terms of consultation, she confirmed that this was the final stage of a very long consultation process that started before Covid. The two playing fields started together and it was decided to renovate Jubilee Field first. She confirmed that as well as consulting all the school children at Yalding School and scouts, meetings were held with Parent and Toddler Group and Pre-school. Facebook, Parish News and The Parish Magazine were also used. The designs have been worked on since, this final consultation to comment on the final design only. The comments received earlier in the year about inclusivity is why three pieces of inclusive equipment have been included.

It was confirmed the plan could be tweaked if the grant is approved but major changes would not be allowed. It seems the concerns about the roundabout was not as significant an issue as we were led to believe, and smaller pieces of equipment with access for wheelchair users would suffice.

Based on this discussion, it was proposed by JC that when future funding is available whether it be grants or fundraising, wheelchair accessibility will be specifically considered and that advice from any appropriate/experienced residents or professionals would be sought, JB seconded and all agreed.

The Clerk gave an update of all the evidence that has been collected for the grant application and reported that despite the concerns the residents raised there was an overwhelming amount of support from The Parish. Every parish group that caters for children except the Parent and Toddler have written letters of support. The survey gave a 98.6% overall support. Based on this it was recommended to submit the grant application on the proposed scheme on 7 September. DS proposed, JC seconded and all agreed to accept this recommendation.

Councillor Webb offered a members grant, next April.

##### **13.4.2.1. MOTION TO AGREE TO ACCEPT THREE OR MORE QUOTES FOR THE NEW PLAY EQUIPMENT RATHER THAN GO VIA A SEALED BID TENDER PROCESS – SEE REPORT FROM THE CLERK**

For spend in excess of £25,000 (The play area will be well over this) our Standing Orders and Financial Regulations would expect to have a sealed bid tender process and advertise on the contracts' finder website. For play equipment this is very difficult as we are dealing with suppliers not contractors and they all provide different equipment. In some cases, extremely different e.g., wood vs metal and other cases different designs. No two suppliers have exactly the same variation of equipment. It is therefore very difficult to provide a detailed specification to allow companies to tender. It is also impossible to have sealed bids as play

equipment prices are very well advertised. The regulations do allow us to waive financial regulations relating to contracts to enable a price to be negotiated without competition as long as the reason for this is recommended to The Council and approved as such by The Council. For the reasons stated, the Clerk recommended that once the consultation is completed and the design agreed, a list of the equipment agreed with a minimum specification, e.g., height etc. be sent to suitable suppliers with the aim to get at least 3 quotes. The supplier will then be selected based on the following criteria

- Best fit to the equipment that has been requested via our consultation process.
- Value for money
- After sales service
- Positive environmental policy

This would obviously put the current supplier we are working with at a slight advantage as we already know they can supply the design we would like. However, we have already worked with three other contractors to get to this point and we needed a design in order to move forward. This has been a fair and visible process.

The Chairman proposed, DS seconded and it was agreed unanimously to accept the Clerk's recommendations.

### **13.5. THE FEN WORKING PARTY - UPDATE**

An initial meeting has taken place and Medway Valley Countryside Partnership (MCVP) proposals have yet to be reviewed. A working party meeting will be set up.

### **13.6. YALDING VILLAGE GREEN**

#### **13.6.1. MOTION TO AGREE WOODEN BOLLARDS IN LIEU OF IRON**

The Cost of the bollards is £575, fitting is £1,050 plus materials this excludes one lockable bollard for the area between the war memorial and the driveway. Budget for the whole project is £4,800.

It was proposed JC, seconder DS and resolved unanimously to go ahead with this.

### **13.6. REQUEST TO USE PARISH LAND**

#### **13.7.1. REQUEST FROM THE FOOTBALL CLUB US'S TEAM**

The request to move from Wednesday to Thursday for an hour between 5pm and 6.30pm was approved.

#### **13.7.2. REQUEST FOR KOUYOU THEATRE PRODUCTIONS**

Kouyou is a theatre company owned by a Laddingford resident. They have asked if it would be possible to stage productions in The Parish.

All agreed this was acceptable, even if it was a ticketed event as long a donation was given to a Parish cause. It was suggested they could work with the drama group should it reform there is also a potential to do something at The Parish Picnic.

## **14. HIGHWAYS**

### **14.1. REVIEW THE HIGHWAYS LIST**

The list has been updated and circulated. Councillors to advise any additions. Some items have been on the list for a while, a meeting with Highways is needed to move things forward.

### **14.2. TO DISCUSS ANY OTHER HIGHWAY ISSUES**

The Chairman has agreed with Kent County Council (KCC) to have the cobbles at Kingsland Cottages taken up and re-laid following the oil spillage.

The work to stop the water running onto The Kintons' track has been completed.

The Chairman will write a letter to be sent to KCC following the appalling congestion during the closure of the crossroads at Wateringbury. A draft will be circulated.

## **15. FLOODING**

### **15.1. GENERAL UPDATE**

The Chairman has met this month with KFRS, to look at flood gates. She is sending them a map and other details.

The Chairman is updating the Emergency Plan but not just for fluvial flooding.

A flood warden meeting is needed.

### **15.2. SUBSTATION UPDATE**

There is a meeting with UKPower on Monday 12 September which will hopefully move this forward.

## **16. NEIGHBOURHOOD PLAN (NhP) - update**

The Steering Group has reviewed the draft plan and given feedback and it has been sent to MBC for comments. It will be circulated once feedback has been received.

## **17. EVENTS**

### **17.1. THE PARISH PICNIC**

Security has been booked but The Boathouse do not want any, they are completely surrounding the pub with Heras fencing.

MVCP can now not attend, The Chairman will try and contact Mark Pritchard to see if he would like to come.

All to meet at 1.30 to set up. A note will be sent out asking for help with the BBQ.

### **17.2. REMEMBRANCE DAY**

This year's Remembrance Day Parade will be Sunday 13 November. It was agreed that YPC would fund the road closure and manage the Parade to the same format as last year.

## **18. CONSULTATIONS**

- Transport for the Southeast (TfSE) – 12 September. The Chairman will send out on Parish News.

## **19. CORRESPONDENCE**

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

- NALC Chief Executive's bulletin – 08 July 2022
- NALC Chief Executive's bulletin – 22 July 2022
- NALC Chief Executive's bulletin – 29 July 2022
- NALC Chief Executive's bulletin – 29 July 2022
- NALC Chief Executive's bulletin – 05 August 2022
- NALC Chief Executive's bulletin – 12 August 2022
- NALC Chief Executive's bulletin – 19 August 2022
- NALC Chief Executive's bulletin – 26 August 2022
- KALC NEWS - JULY 2022
- KALC NEWS – AUGUST 2022

### **19.2. OTHER GENERAL CORRESPONDENCE RECEIVED AND CIRCULATED**

- MBC Parish Newsletter August 2022
- Kent PCC Newsletter - Summer 2022

### **19.3. LETTER FROM A RESIDENT RE OUTSTANDING WORK AT THE TATT**

A letter of complaint has been received from a resident of The Tatt about the lack of progress clearing it up. It was agreed it was low priority at this time. The Clerk will reply.

### **19.4. INVITE TO THE CYCLE RAIL LAUNCH ON MEDWAY VALLEY LINE - THURS 21 SEPT 2022**

No one was available to attend the launch event.

The Chairman wishes to write a letter regarding access to platforms for the less able bodied or those with pushchairs, stating this should be a priority.

### **19.3. ANY OTHER CORRESPONDENCE RECEIVED BEFORE THE MEETING**

An email has been received regarding the Marden Drive and activities in Laddingford. The Chairman has responded

## **20. OTHER PARISH BUSINESS**

### **20.1. RIVER GUARDIANS**

The South East Rivers Trust is starting a River Guardian Scheme on The River Medway. JC agreed to take part and will suggest it to other people.

### **20.2. TO DISCUSS SETTING UP A WARM BANK**

To help people with energy bills, DL had an idea to set up a Warm Bank in Yalding Village Hall immediately after Pre-school to use the residual heat. The Chairman reported that the village hall loses its heat very quickly in the winter. It was agreed to discuss this with SG and The Community Warden.

### **20.3. SUMMER PLAYScheme – REVIEW THE SCHEME**

A report from Play Place had been circulated. The scheme seemed to go quite well with mainly positive feedback. There were some issues with outside space and staff. It is hoped that the new manager of Pre-School will manage it next year as by then she will be very familiar with the facilities and the area.

### **20.4. YALDING PRE-SCHOOL STARTING BACK ON 5 SEPTEMBER – UPDATE**

The Pre-school staff are now working and will be joined by children next week.

## **21. PARISH MATTERS**

Two residents helped monitor the car park recently during the ban on BBQ's and the visit from the religious gypsies. It had previously been agreed that anyone who helped in these circumstances would be paid. The Chairman proposed that she comes up with a fair payment and then it is paid via The Scheme of Delegation. DL seconded and all agreed.

### **COMMENTS ON PLANNING APPLICATIONS**

22/503685/FULL	3 Kings Cottages, Lughorse Lane Erection of a first-floor rear extension <b>NO COMMENT</b>
22/503913/FULL	The Stables, Willow Lane Erection of a detached garage. (Resubmission of 22/502582/FULL) <b>NO COMMENT</b>
22/503557/PNG	Yalding Village Club, High Street Prior notification for the change of use from commercial, business and service (Use Class E) to mixed use to include 1 no. residential flat. For its prior approval to: contamination risks in relation to the building; flooding risks in relation to the building; impacts of noise from commercial premises on the intended occupiers of the development; the provision of adequate natural light in all habitable rooms of the dwellinghouses; arrangements required for the storage and management of domestic waste. <b>STRONGLY OBJECT</b>

### **MBC PLANNING DECISIONS SINCE LAST MEETING**

22/503442/TCA	The Green, Vicarage Road
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Conservation Area Notification: T4 - 1 no. Plane Tree - Carry out a 25%, approximately 6m crown reduction to a final height of approximately 18m and reshape.

**OBJECTION RAISED**

22/501670/LBC

Elms Barn, High Street

Listed Building Consent for installation of a wood burning stove with external flue (Resubmission of 16/507671/LBC).

**REFUSED**

22/502582/FULL

The Stables, Willow Lane

Erection of detached garage.

**REFUSED**

22/502897/TPOA

17 Blunden Lane, Yalding

TPO application to fell one group of mixed species trees Hawthorn & Blackthorn).

**GRANTED**

22/502814/FULL

2 Kings Cottages, Lughorse Lane

Erection of a first-floor extension.

**GRANTED**

22/503123/FULL

Upper Fowle Hall Farm, Willow Lane

Re-cladding of agricultural buildings, including installation of 3no. roller shutter doors and 1no. personnel door (part retrospective).

**GRANTED**

22/501815/FULL

Windmill House, Vicarage Road

Partial demolition of existing garage and erection of a single storey side extension with pitched roof and 5no. rooflights (resubmission of 22/500567/FULL).

**GRANTED**

22/501836/FULL

Bridge House, High Street

Erection of two second floor rear dormers.

**WITHDRAWN**

22/501837/LBC

Bridge House, High Street

Listed Building Consent for the erection of two second floor rear dormers.

**WITHDRAWN**

There being no further business the meeting closed at 21:50.

Signed.....

Date.....