

# MINUTES

## COLLIER STREET PARISH COUNCIL

On Monday 8<sup>th</sup> July 2019

Orchard Room,

St Margaret's School, Collier Street commencing at 7.30pm

**In attendance: Cllr David Goff [DG] [Chairman]; Cllr Simon Hill [SH] Deputy Chairman; Cllr Steve Barham [SB]; Cllr Stever Sandys [SS]**

<b>07.19.01. Apologies</b>	Cllr Dave Sealey	
<b>07.19.02. Declarations of Interest</b>	None declared	
<b>07.19.03 PLANNING 07.19.03.01 19/503214 Bs Salvage, Claygate, Yalding</b>	Submission of details pursuant to condition 8 – Materials for external surfaces of planning permission 18/505561.  <b>Comments:</b> The Parish Council wishes to adopt a neutral stance on this application.	
<b>07.19.03.02 19/501590 WILLOW BARN Little Cheveney Farm Sheephurst Lane, Marden, Tonbridge Kent</b>	Conversion of a former stable block and indoor swimming pool into ancillary accommodation, refurbishment of home gym, and construction of a new three bay garage with a log store and potting shed.  <b>Comments:</b> The Parish Council wishes to adopt a neutral stance on this application.	
<b>07.19.03.03 19/502646/FULL BRADENBURY, Haviker Street, Collier Street, Tonbridge, Kent TN12 9RH</b>	Erection of a replacement conservatory.  <b>Comments:</b> The Parish Council wishes to adopt a neutral stance on this application.	
<b>07.19.03.04 19/503027/Full 1 Church Farm Cottages COLLIER STREET Tonbridge, Kent TN12 9RT</b>	Demolition of existing single storey element to the rear and election of a single storey rear extension with minor internal alterations.  <b>Comments:</b> The Parish Council wishes to adopt a neutral stance on this application.	
<b>07.19.04. POLICE REPORT</b>	<b><u>Crimes of Note</u></b> 28 <sup>th</sup> -29 <sup>th</sup> June – Theft – Longend Lane – birds stolen from land – no witnesses – no CCTV <b><u>Incidents of Anti-social behaviour and other incidents</u></b> Gas NOS canisters/laughing gas located – Collier St Church – within grounds	PCSO Nicola Morris
<b>07.19.05.</b>	04.19.04.01. Minutes of the full council meeting 10 <sup>th</sup> June 2019	

<b>Minutes of Previous Meeting/s to be approved</b>	The meeting approved these minutes as representing an accurate recording of the said meeting.									
<b>07.19.06. Questions from members of the Public.</b>	<p><b><u>Public adjournment.</u></b>  <b>To suspend meeting for any public statements for up to 15 minutes in total. Individual items should not be longer than 5 minutes. Members of the public are encouraged to attend Council meetings and raise any pertinent issues at this point.</b></p> <p>None</p>									
<b>07.19.07 Correspondence and Action Points</b>	<table border="1"> <thead> <tr> <th data-bbox="483 618 759 651">Reference</th> <th data-bbox="775 618 1059 651">Factor</th> <th data-bbox="1059 618 1249 651">Lead</th> </tr> </thead> <tbody> <tr> <td data-bbox="483 651 759 725">07.19.07.01</td> <td data-bbox="775 651 1059 725">Members Community Grant</td> <td data-bbox="1059 651 1249 725">Lead AJC</td> </tr> </tbody> </table>	Reference	Factor	Lead	07.19.07.01	Members Community Grant	Lead AJC			
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AJC reaffirmed that the Members grant from the Maidstone Borough Councillors will total £300.00 this year. The decision on the spend is yet to be made.										
<table border="1"> <tbody> <tr> <td data-bbox="483 840 759 913">07.19.07.02</td> <td colspan="2" data-bbox="775 840 1249 913">Clean Streets Survey Lead AJC</td> </tr> </tbody> </table>					07.19.07.02	Clean Streets Survey Lead AJC				
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The meeting agreed on the survey answers and The Clerk tasked with completing the online survey.										
<table border="1"> <tbody> <tr> <td data-bbox="483 987 759 1102">07.19.07.03</td> <td data-bbox="775 987 1059 1102">Community Resilience Plan [Audit]</td> <td data-bbox="1059 987 1249 1102">Lead AJC &amp; DG</td> </tr> </tbody> </table>					07.19.07.03	Community Resilience Plan [Audit]	Lead AJC & DG			
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The meeting agreed to revisit this issue later.										
<table border="1"> <tbody> <tr> <td data-bbox="483 1135 759 1209">07.19.07.04</td> <td colspan="2" data-bbox="775 1135 1249 1209">Marden Neighbourhood Plan Lead DG</td> </tr> </tbody> </table>					07.19.07.04	Marden Neighbourhood Plan Lead DG				
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DG will report back to the Marden on the above issue.										
<b>County Councillor Eric Hotson Report</b>	<p>At this juncture Eric Hotson addressed the meeting. He reported that there have been 200 more PCSO recruited this year however approximately 100 do retire per year. Some will join the rural team once they have been inducted and trained.</p> <p>Politically, 2019/2020 at least 50m has to be saved and probably more by the year end. County were promised a fair funding for elderly care and it is not helpful that this has not yet materialised. Members grant funds are still available and the focus of the spend this year will be on Community Matters. With the proposed new development in Marden he feels that there is plenty of capacity for educational places available in the immediate area to fulfil needs. Whilst each project is considered on its own merits we discussed with him various projects within the parish that we would wish to apply for assistance with by way of grant funding. The Clerk was tasked with bringing together various highways issues to be sent to him for onward transmission to the highways co-ordinator at KCC.</p> <p>We also agreed to report issues of overgrown vegetation by landowners in the parish for progression at County level. The</p>									

	<p>Parish has already circulated property owners via the Collier Street News.</p> <p>The issues of traffic calming was discussed but with the budget cutbacks at County level there is only limited help that Cllr Hotson could offer us. We are appreciative of this help and will progress the applications appropriately. We will also make Alison Broome Chief Executive MBC aware of these issues. DG &amp; AJC will work on a report.</p>	
<b>07.19.08. Flood Committee Report</b>	<p>Work has commenced in the catchment with the following projects:-</p> <p>Pipe under the road at Bentlett's NFM at Bockingfold</p> <p>Some parishioners have still not responded to offers under the flood resilience.</p> <p>Meeting with NFF [National Flood Forum] on 15<sup>th</sup> July at 7.00pm at St Margaret's School. NFF are the organisers and are responsible for inviting people.</p> <p>DG sent a 3 page response to the EA on behalf of the PC.</p> <p>We should now be included under the update process from the EA having initially been left of the circulation list.</p>	Lead DG
<b>07.19.09. Recreation Field Report</b>	<p>The hogweed has been sprayed. The issues with the seesaw are being resolved. Sovereign confirm that issues raised by MBC during their last inspection have been resolved. This will be confirmed during the next PC check.</p>	Lead DG
<b>07.19.10</b>		Lead DG/SH
<ul style="list-style-type: none"> <li>• <b>HIGHWAYS</b></li> </ul>	<p><b>Dandara site:</b> Complaints regarding lorry movements have been satisfactorily dealt with. Dandara confirm that they are carrying out the movements of earth according to the original plans.</p> <p><b>Lorry Movements:</b> There has been additional problems with unassociated lorry movements. Ardula and Robert Body and unmarked lorries are using Green Lane in both directions during the past week. Robert Body has been contacted and we await a response.</p>	
<ul style="list-style-type: none"> <li>• <b>Security CCTV Camera</b></li> </ul>	<p>The schools firewall seems to be a problem in the PC being able to download the captured images. We are assured that both the camera and the recording machine are now working. We now need to check the settings on the receiving software. Once this has been successfully setup it has been agreed that three Councillors will take it in turn to capture and record the vehicle movements for further analysis and onward reporting of the vehicles if they are infringing the 7.5 tonne set limit and do not have the necessary permit to use the exclusion zone. The noise of the camera was an initial issue. The PC agreed to settle the account once they were satisfied that the system was fit for purpose.</p>	
<b>07.19.11. 01 FINANCE</b>	<p>The meeting approved the reconciliation and Cllr Barham signed the reconciliation reports.</p> <p>[Report circulated electronically pre meeting]</p>	Lead Clerk /RFO

<b>Accounts Reconciliation</b>		
<b>07.19.11.02. Budget Reports</b>	There were no issues raised with the budget reports. [Report circulated electronically pre meeting]	Lead Clerk /RFO
<b>07.19.12. APPROVAL FOR SPENDS</b>	<b>Date</b>	<b>Payee</b>
	11.07.2019	Staff Payroll
	11.07.2019	HMRC
	11.07.2019	Yalding Parish Council [Defibrillator contribution]
		Lead Clerk /RFO
<b>07.9.13. Borough Councilor's Report</b>	None present	
<b>07.19.14 Village Hall</b>	A meeting has been held with the new trustees. Plans are in force to progress the project.	Lead DG
<b>07.19.15 Matters for Discussion at the Next Meeting</b>	<ul style="list-style-type: none"> <li>❖ It was decided that prior to the next meeting a list of Councilor responsibilities would be established in order that these could be discussed during the upcoming interviews with the applicants for the Councilor vacancies. AJC &amp; DG to progress.</li> <li>❖ Issues of overgrown vegetation that need to be progressed to County level. DG &amp; AJC to progress.</li> </ul>	
<b>07.19.16. Date of Next Meeting</b>	<b>The Next Full Council Meeting will take place on Monday 16<sup>th</sup> September 2019 at 7.30pm.</b>	

Minutes prepared by

**ALAN CROCKER**

**Clerk to Collier Street Parish Council**