

# MINUTES

## Full Council Meeting COLLIER STREET PARISH COUNCIL

Orchard Room, St Margaret's School  
on Tuesday 15<sup>th</sup> March 2022  
commencing at 7.00pm

In attendance

Cllr David Goff [Chair] [DG]	Cllr Steve Sandys [SS]
Cllr Andrew Papas [Vice Chair] [AP]	Cllr Deborah Papas [DP]
Cllr Steve Barham [SB]	Borough Cllr Claudine Russell [CR]
Cllr Jack Highwood [JH]	Parish Clerk Alan Crocker [AJC]

### 03.22.01 Apologies

PCSO Nicola Morris, County Cllr Lottie Parfitt-Read, Cllr Dave Sealey

### 03.22.02 Declarations of Interest

None declared

### 03.22.03 PLANNING

No planning issues.

Cllr Claudine Russell is to investigate the 1, Orchard View application with MBC Planning.

#### KALC Planning Conference

Cllr Jack Highwood attended the KALC Annual Planning Conference.

The main points I took from it were:

- KCC is concentrating on getting 10,000 houses built east of Ashford along the M20 and another 6000 north of Maidstone so they can hit next year's target.
- There is going to be increased interest on emphasis on beauty but that is subjective.
- Most of the proposed new planning legislation (10 bills) is going to be dropped as parliament doesn't have time to discuss or have the interest to, what with Ukraine/Covid/Brexit/Office Parties (yes this was mentioned) on the agenda. Therefore, expect the current planning regulations and practices to stay in place.
- The advice appears to be if we are going to object then get it in early as once something has basic approval then future changes are going to slip through.
- This also applies to enforcement which is limited in budget and staff and they are prioritising serious cases over minor ones. Best to complain loud and early and not wait.

I'm sure the power point presentations will be available shortly for anyone interested in reading it.

### 03.22.03.04 Minutes of Previous Meeting/s to be approved

Minutes of Full Council Meeting 21<sup>st</sup> February 2022

Full Council approved the minutes of this meeting as representing an accurate recording of the said meeting.

**03.22.05  
Correspondence and Action Points**

Reference	Factor	Lead
<b>03.22.05.01</b>	<b>Defibrillator Update</b>	<b>Lead DG</b>

In situ. Various numbers from the machine will need to be relayed to the emergency services.

<b>03.22.05.02</b>	<b>CIL MONIES</b>	<b>Lead DG</b>
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**Focus/Workshop Group Feedback**

- ✚ Health and Wellbeing – Lead Cllr Steve Barham
- ✚ Village Hall – Lead Cllr David Goff
- ✚ Highways and Community Safety – Cllrs Deborah and Andrew Papas

Various actions were identified going forward.

- ✚ We need to chase KCC on the requested quotations for the sites of the moveable speed signs.

<b>03.22.05.03 HIGHWAYS</b>		<b>Lead DG</b>
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See 03.22.05.02

<b>03.22.05.03.01 LORRY WATCH and SPEEDWATCH UPDATE</b>	<b>Lead DG</b>
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**Lorry Watch** – DG wrote Sarah Perks but has not received a reply. DG will write to Sean Randell. Claudine is to supply members with the link on the latest KCC Consultation on potential enforcement, with particular relevance to Leeds Village. This could longer term impact on other locations.

**Speedwatch** is still in operation led by Sean Randell.

**03.22.05.05 Transfer of portion of Recreation Field Land to St Margaret’s Church**

DG is to visit the offices of the transferring solicitors to clarify boundaries.

**03.22.05.06 Bund - Wildflower Planting**

Several suggestions were discussed. Need to revisit the project going forward.

- Steve Waring asked for quote
- DG to liaise with JH over strategy

**03.22.05.07 Police Report [emailed by PCSO Nicola Morris]**

No crime to report since your last meeting

Several speed watch letters are being distributed locally.

PCSO Nicola Morris also covering Coxheath and Hunton Ward. No signs of early recruitment.

<b>03.22.06 FINANCE Accounts Reconciliation &amp; Finance Reports</b>	<b>Lead Clerk/RFO</b>
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Copy documents sent electronically to all members in advance of the meeting.

**03.22.06.01. BANK RECONCILIATION – February 2022**

For members approval.

Proposed by AP and seconded by SB ad unanimously agreed by full council.

**03.22.06.02. RECONCILIATION STATEMENT – February 2022**

For members approval and sign off.
Proposed by AP and seconded by SB ad unanimously agreed by full council.
<b>03.22.06.03. RECORD OF PAYMENTS &amp; RECEIPTS – February 2022</b>
For members approval.
Proposed by AP and seconded by SB ad unanimously agreed by full council.
<b>03.22.06.04. BUDGET REPORT YTD – February 2022</b>
For members approval
Proposed by AP and seconded by SB ad unanimously agreed by full council.

<b>03.22.06.05 PAYMENTS FOR AUTHORISATION</b>		
16.03.2022	Staff Payroll	£1633.96
16.03.2022	HMRC	£543.10
16.03.2022	Paul Waring	£2650.44 [gross]
16.03.2022	Steve MacKay – Parish Noticeboard – repairs to supports.	£185.00

Proposed by SB and seconded by DP and unanimously agreed by full council.

<b>03.22.06.06</b>			
<b>Retrospective payments for the month of February 2022.</b>			
Date	Type	Description	Amount
22.02.2022	CHG	Total Charges	£8.00
18.02.2022	BP	HMRC	£160.00
18.02.2022	BP	Staff Payroll	£711.10
16.02.2022	DD	Commercial Card	£20.39
16.02.2022	DD	EDF Energy	£23.94

**02.22.07**  
**Borough Councillor’s Report – Cllr Claudine Russell**

**MBC Members Report from Cllr Claudine Russell Dated: March 2022**

**SPI Committee**

At the February SPI we voted to forgo the increase in the parking season tickets in light of the recent closure of the park and ride bus service. We also voted to relocate the Covid 19 mobile testing unit to the Willington Park and ride site and to engage with EMS Mobile Healthcare in relation to the NHS Galleri Trials to provide some appropriate short term uses for the park and ride site. Officers were tasked with looking into future long-term options for both sites, to include the potential re-wilding of the Willington Street Site and to bring a paper back to a future committee for decision.

The committee also voted to agree to a reduced programme of conservation area work as officer time is greatly stretched and roles are vacant with recruitment campaigns not heralding any new appointments currently, so the decision was made to prioritise the local plan and associated DPD work. The MBC team will be producing a checklist and scoping the resource implications for providing a training workshop and managing the process to enable Parish Councils to start the assessment process in their local conservation area. The work will commence in April 2022.

**Gypsy and Traveller Call for Sites**

The Gypsy and Traveller needs assessment has been delayed due to covid as part of the assessment necessitates going on to sites and talking to the Gypsy and Traveller community. Whilst not yet complete, it is apparent that there is likely to be a significant increase in the need figure for pitches in the borough. Due to the delays and not wishing to delay the local plan review as a whole, Maidstone are producing a separate Gypsy and Traveller DPD. The initial stage of this is the call for sites which has now opened and is taking place between 1<sup>st</sup> February 2022 and 31<sup>st</sup> March 2022.

**Boundary Review**

The Boundary Commission are continuing their review. MBC Democratic services held a recent training session with the latest options which involved Yalding being separated into a 1-member ward. I fed back

the comments from Yalding Parish Council and emailed back the links, any individual can submit a response that will carry the same weight as the council.

**Budget**

The budget was voted through at full council so the MBC portion of the council tax, along with the KCC and the Police and Fire will be increasing. Obviously everyone will feel this increase but in MBC's case it comes in light of various impacts such as covid, parking revenues are down, interest rates are rising etc. It is a good budget and top slices new homes bonus to be allocated for strategic policy and placemaking with the balance transferred to a housing investment fund, to subsidise the Council's Affordable Housing Programme. This will mean that future plan making is well resourced, policies are tightened and enforcement resources are increased, along with being able to provide resource for an effective Town Centre Strategy along with working toward providing the affordable housing the borough needs.

**Ward Cluster Meeting**

I still don't have the ward cluster action plan although I have chased twice now.

Please feel free to contact me for any help with issues via email [claudinerussell@maidstone.gov.uk](mailto:claudinerussell@maidstone.gov.uk) and I am more than happy to attend a meeting to discuss any issues.

**02.22.08**

**County Councillor's Report – Cllr Lottie Parfitt-Reid**

No attendance

**02.22.09 Recreation Field**

- The contractor will recommence cutting as soon as is practical.
- Approach by another team to use the recreation field was discussed. We agreed, initially discussions would take place between the new club and Marden Minors to see if it was feasible for a shared facility and to discuss logistics. Need to revisit when we have the results of those discussions for the parish council to make the final decision.

**02.22.10 Flooding Update**

**Lead DG**

DG will be in France next week on a 3m EU funded initiative, to brief on the mapping being conducted in our parish by the Environment Agency on flooding, ditches and other associated factors.

**01.22.11.**

**Date of Next Meeting**

The meeting confirmed that the next full meeting, scheduled to take place as a physical meeting, in The Orchard Room, St Margaret's School, Tuesday 12<sup>th</sup> April commencing at 7.00pm.

**Prepared by | ALAN CROCKER | Clerk to Collier Street Parish Council**