

MINUTES

Full Council Meeting
COLLIER STREET PARISH COUNCIL
 Orchard Room, St Margaret's School
 on MONDAY 5th SEPTEMBER
 commencing at 7.00pm

In attendance

CLlr David Goff [Chair] [DG]	CLlr Steve Sandys [SS]
CLlr Andrew Papas [AP]	CLlr Deborah Papas [DP]
CLlr Dave Sealey [DS]	
CLlr Steve Barham [SP]	Borough Councillor Claudine Russell [CR]
CLlr Jack Highwood [JH]	Parish Clerk Michelle Rumble [MR]
	1 member of the Public

09.22.01 Apologies	PCSO Nicola Morris, County Cllr Lottie Parfitt-Read,	
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09.22.02 Declarations of Interest	None declared	
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09.22.03 PLANNING	The Chair of the Planning Committee will chair this section of the meeting.	
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White Hart was discussed by members of the Parish council, Cllr Goff spoke on the fencing around the site which is now being looked at by Maidstone Borough Council Enforcement department. They are also looking at the Drain which it has now been confirmed that it belongs to the owner of the White Hart, the Drain is blocked and needs emptying. Cllr Goff will go back to Highways on this matter and report back at the next meeting.

22/503731/FULL - Den Farm Buildings, Den Lane, Collier Street
 Retrospective change of use of 3 (no) agricultural buildings and associated land to storage and distribution (see class B8)
 It was **RESOLVED** by all members present to support the planning application

22/503396/FULL – Little Spitzbrook Farm, Haviker Street, Collier Street
 Retrospective application to raise land level at entrance driveway
 It was **RESOLVED** by all members present to a NEUTRAL STANCE

22/503884/SUB – The Old Coach House, Claygate, Marden
 Submission of details pursuant to condition 3 (materials), 4 (method of demolition and storage arrangements for resulting materials), 6 (biodiversity, enhancement scheme) 10 (management plan for area adjacent to garden), 11 (hard and soft landscaping scheme), and 13 (construction management plan) of application 22/501795/SUB
AWAITING COMMENT FROM DG

22/503832/FULL – Seven Acres, Jarmons Farm, Jarmons Lane, Collier Street

NO COMMENT

PLANNING DECISIONS

Willows End, Green Lane, Yalding

Change of use of paddock from keeping horses to a seasonal touring camping park, consisting of ten no pitches with electricity service points.

APPLICATION WITHDRAWN

The Clerk was asked to report Enforcement of a new Gym which has been built down Longend Lane called the Atlas Eco Gym – as the Parish Council received no planning application for this.

**09.22.04
Minutes of
Previous Meeting/s
to be approved**

Minutes of Full Council Meeting 14th June 2022,
Minutes of Full Council Meeting 12th July 2022

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

09.22.05

Correspondence and Action Points

None

Reference	Factor	Lead
09.22.06.01	Defibrillator	Lead DG

This has now been dealt with and will be remove from the agenda

09.22.06.02

CIL MONIES

Lead DG

Focus/Workshop Group Feedback

- ✚ Health and Wellbeing – Lead Cllr Steve Barham, the Chairman asked him to come back To the Parish Council with some ideas.
- ✚ Village Hall – Lead Cllr David Goff said the Village Hall Group are due to meet in August, the Parish Council would also like some ideas on how this is progressing.
- ✚ Highways and Community Safety – It was noted that any Safety improvements the Parish Council implement will need to have the maintenance costs-built in.

Various actions were identified going forward.

The Clerk was asked to forward the HIP document to the new Improvement Team who are now Dealing with all HIP Proposals, this is to get things moving.

it would benefit the Parish Council to have a site meeting on this to sort out locations for a SID

09.22.06.03 HIGHWAYS

Lead DG

There have been numerous fly tipping reports in the Village

Longends Lane – Partially blocked by chippings

Forge Lane – Wood chippings and concrete blocks

It was suggested that putting CCTV camera due to amount of fly tipping

09.22.06.04

LORRY WATCH and SPEEDWATCH UPDATE

Lead DG

Cllr Goff met with the Task Force team for Kent Police who are now at Marden and discussed the speed of traffic through the Village and other matters, present at that meeting was the Speed watch coordinator for Kent Police Mr Alan Watson who provided Cllr Goff with the Speed watch report for Collier Street over the last 12 months.

Cllr Goff also spoke with Whitney Gwillam who is the Road Safety Project Manager and discussed Lorry watch, it is not logistical to stop every lorry who goes through the Village it would cause traffic jams Through the village.

09.22.06.05 Transfer of portion of Recreation Field Land to St Margaret's Church		
Cllr Goff reported that this is not progressing as quickly as they would like, it has been found that The land is subject to a perpetual rent of £7.00 and is still being investigated.		
09.22.06.06 Police Report		
PCSO Morris was not in attendance and no report had been received		
09.22.07 FINANCE Accounts Reconciliation & Finance Reports		Lead Clerk/RFO
Copy documents sent electronically to all members in advance of the meeting.		
09.22.07.01. BANK RECONCILIATION – July, August 2022		
For members approval.		
All members approved this present and signed off by Cllr Goff		
09.22.07.02. RECONCILIATION STATEMENT – July, August 2022		
For members approval and sign off.		
All members approved this present and signed off by Cllr Goff		
09.22.07.03. RECORD OF PAYMENTS & RECEIPTS – August, September 2022		
For members approval.		
Proposed by DP and seconded by SS ad unanimously agreed by full council.		
09.22.07.04. BUDGET REPORT YTD – July, August 2022		
For members approval		
All members approved this present and signed off by Cllr Barham		
Copy documents sent electronically to all members in advance of the meeting		
09.22.07.05 PAYMENTS FOR AUTHORISATION		
AUGUST	Staff Payroll (MR)	£594.07
AUGUST	Clerks Expenses (MR)	£52.99
AUGUST	HMRC	£124.40
AUGUST	Clerk Reimbursement for Office 365	£59.99
DD - AUGUST	Website Emails	£20.39
SEPTEMBER	STAFF PAYROLL	£594.07
SEPTEMBER	STAFF EXPENSES	£
SEPTEMBER	HMRC - PAYE	£124.40
DD - SEPTEMBER	Website Emails	£20.39
Proposed by DG and seconded by SS and unanimously agreed by full council.		
09.22.06.06 HSBC MANDATE		
This was not able to be done at this meeting, as the Clerk requires the full details of the existing Signatories to complete this. This will be signed at the next meeting.		

09.22.06.07 CODE OF CONDUCT

The Clerk had circulated prior to the meeting to all members a new CODE OF CONDUCT FOR MEMBERS Which required to be Adopted at this meeting.

It was **RESOLVED** by all members present to adopt the CODE OF CONDUCT

09.22.07

Borough Councillor’s Report – Cllr Claudine Russell

MBC Members Report from Cllr Claudine Russell

SEPTEMBER 2022

Local Plan Review

Examination will hopefully begin next week, on the 6th of September, an outline programme is available on the website.

Ward Cluster Meeting

The ward cluster has been split and invited have been sent out to the parish and borough councillors. We are now in cluster 6B with Marden, Yalding, Collier Street and Staplehurst. It has been split to align with the task force who are currently based in our ward.

MBC Events

There are so many events coming up, we have walking festival through September, the Mela is on next weekend in Mote Park and more poignantly the knife angel will be coming to Maidstone shortly.

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

09.22.08

County Councillor’s Report – Cllr Lottie Parfitt-Reid

Not in attendance and no report received

09.22.09 Recreation Field

The Clerk reported that Marden Minors had paid up to date and that the new Pitch agreement had been sent and was awaiting any amendments which they wish to make before signing. It was also reported that Marden Minors are using the Recreation field on Saturday, Sunday and Monday evening. Cllr Goff reported that the 5-bar gate had been repaired.

09.22.10 Flooding Update

Lead DG

Cllr Goff reported that the Medway Flood Partnership will carry on, the Draft Plan will be approved at The next meeting in October, there will be a mapping exercise which is carried over from the July meeting. There will also be a Flood Committee meeting in October. It was noted that the Environment Agency are struggling to find staff, as are the Internal Drainage board which is having a knock-on effect as to what visits they can make to inspect areas.

09.22.11 HR MATTERS – CLERKS PROBATIONARY PERIOD

To resolve to go into closed session and exclude the press and public at item 09.22.11 (admissions To meetings) Act 1960 in accordance with Standing Order 10 (xi) HR MATTERS – CLERKS PROBATIONARY PERIOD

At this point the Clerk and Borough Councillor left the meeting.

This part of the meeting concluded at 20.00

09.22.12

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, Monday 3rd OCTOBER at 7pm

Prepared by | MICHELLE RUMBLE | Clerk to Collier Street Parish Council

PG 5 SIGNATURE..... DATE.....