

# MINUTES

**Full Council Meeting**  
**COLLIER STREET PARISH COUNCIL**  
 Orchard Room, St Margaret's School  
 on Monday 6 FEBRUARY 2023  
 commencing at 7.00pm

In attendance

Cllr Andrew Papas [Vice-chair] [AP]	Cllr Steve Sandys [SS]
Cllr Jack Highwood [JH]	Cllr Steve Barham [SB]
Cllr Deborah Papas [DP]	Cllr Dave Sealey [DS]
Parish Clerk Michelle Rumble [MR]	Borough Councillor Claudine Russell [CR]
	One member of the public

<b>02.23.01 TO ELECT A CHAIRPERSON</b>	It was Proposed by Cllr Sandys, seconded by Cllr Highwood to propose Cllr Andrew Papas – and <b>RESOLVED</b> by all members present. Cllr A Papas took the Chair.	
<b>TO ELECT A VICE- CHAIRPERSON</b>	It was Proposed by Cllr D Papas, Seconded By Cllr Sealey to propose Cllr Highwood – and <b>RESOLVED</b> by all members present.	
<b>02.23.03 Apologies</b>	Councillor Lottie Parfitt-Reid, PCSO Nicola Morris	
<b>02.23.04 Declarations of Interest</b>	Cllr Jack Highwood declared an personal interest in planning application 23/500318/FULL Jarmons Farm, Jarmons Lane as it is his property – he will not take part in any such discussion on this item.	
<b>02.23.05 PLANNING</b>	The Chair of the Planning Committee Cllr D Sealey will chair this section of the meeting.	
<b>23/500119/FULL – 1 Forstal Cottages, Green Lane, Yalding</b> Erection of a two storey side extension, single storey rear extension and loft conversion with rear dormer including alterations to drive and parking area. It was <b>RESOLVED</b> by all members present to give a NEUTRAL STANCE comment on this application.		
<b>23/500318/FULL – Jarmons Farm, Jarmons Lane, Collier Street</b> Creation of a new access (to replace existing) with associated yard area, and operational development relating to the change of use of Barns A and B to Class B8 Storage (as approved under 22/503470/PNR) It was <b>RESOLVED</b> by all members present that as long as the new access is not tarmacked and just stoned then the PARISH COUNCIL will support the application.		
<b>Notification of Appeal Lodged</b> <b>APP/U2235/W/22/3311667</b> Still Acres Touring and Camping Park, Longend Lane, Marden Demolition of 4 no stables, retention of 5 no stables and change of use of land from paddock to allow siting of 1 no caravan with incidental paddock plus associated access road and parking		

**Notification of Appeal Lodged**

**Foxden Farm, Claygate Road, Yalding**

Proposed conversion of agricultural barns to 2 no residential dwellings together with change of use of existing studio to ancillary accommodation.

It was also noted that a letter had been sent Sue King of the Maidstone Borough Council Enforcement team regarding some outstanding issues.

**PLANNING DECISIONS**

**22/504798/FULL**

Land at Claygate Road, Yalding  
Installation of drainage treatment tank

**APPLICATION GRANTED**

**22/505476/FULL**

**Spitzbrook Barn View, Haviker Street, Collier Street**

Erection of oak framed garage building with workshop and hobby room, including change of use of land to residential garden.

**APPLICATION REFUSED**

**22/505667/FULL**

**2 Moors Cottages, Spenny Lane, Marden**

Erection of a first-floor rear extension, replacement of existing ground floor extension with the erection of a single storey rear extension and insertion of front and rear dormers.

**APPLICATION GRANTED**

**02.23.06**

**Minutes of the meeting held in JANUARY 2023 to be approved.**

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

**02.23.07**

**Correspondence and Action Points**

None

**02.23.08**

**CIL MONIES**

**Focus/Workshop Group Feedback**

Health and Wellbeing – This will be removed from the agenda.

Village Hall – There was a representative from the Village Hall committee who spoke on this. The Village Hall AGM had taken place and about 20 members of the public turned up, they felt the existing village hall should be repaired and perhaps a small business could take it over – thereby bringing in some revenue. The representative also asked if there any money from the Parish Council for the Village Hall. The Chairman stated that the Clerk will investigate the money which had been set aside from the Precept for the Village Hall Trust and this will be allocated to them.

**02.23.09**

**CIL MONIES**

**HIGHWAYS**

The HIP had been amended by Cllr D Papas who will also become the HIP Representative which was **RESOLVED** by all members present to approve this. The amended HIP will now be sent on to the West Kent Highways Improvement Team in order to set up a Virtual meeting and discuss the HIP. The Clerk will do this.

There was a litter pick taking place on the 11<sup>th</sup> and 12<sup>th</sup> March

**02.23.10**

**LORRY WATCH and SPEEDWATCH UPDATE**

There was no report as now this is on hold, it was **RESOLVED** though that perhaps an ad on the WhatsApp group and the Parish magazine to advertise for volunteers to start Speed watch up again. Cllr D Papas will take this forward.

**02.23.11**

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

The Clerk was waiting for an update on this after a meeting took place between the previous Chairman and the Solicitors.

**02.23.12**

**Police Report**

PCSO Morris was not in attendance and no report had been received. It was noted though that there will be an extra 195 Police Officers who will be allocated to the various wards in the County. This will begin in February/March time.

**02.23.13.**

**FINANCE  
ACCOUNTS RECONCILIATION & FINANCE REPORTS**

**Lead  
Clerk/RFO**

Copy documents sent electronically to all members in advance of the meeting.

**02.23.13.01. BANK RECONCILIATIONS – JANUARY 2023**

For members approval. Cllr A Papas signed the Bank Reconciliation

**02.23.13.02. RECONCILIATION STATEMENTS – JANUARY 2023**

For members approval and sign off – Cllr A Papas signed the Bank Statement

**02.23.13.03. RECORD OF PAYMENTS & RECEIPTS – FEBRUARY 2023**

For members approval – It was **RESOLVED** by all members present to make the payments

**02.23.13.04. BUDGET REPORT YTD – JANUARY 2023**

For members approval – It was **RESOLVED** by all members present to accept the Budget Report

Copy documents sent electronically to all members in advance of the meeting

**02.23.13.05**

**PAYMENTS FOR AUTHORISATION  
FEBRUARY 2023**

DD JANUARY	- WEBSITE EMAILS	£20.39
FEBRUARY	CLERKS SALARY	£628.60
FEBRUARY	PAYE/NIC	£133.72
FEBRUARY	STAFF EXPENSES (MR)	£72.28

DECEMBER	DONATION ST MARGARETS CHURCH	£150.00	
JANUARY	BANK CHARGES	£8.00	
JANUARY	WARINGS – GROUNDS MAINTENANCE		
JANUARY	PAYE/NIC	£236.78	

**02.23.13.06**

**PRECEPT REQUEST FORM**

The Clerk and the Chairman to sign the Precept request form for 2023/24 and return to Maidstone Borough Council.

**02.23.14**

**BOROUGH COUNCILLOR’S REPORT – CLLR CLAUDINE RUSSELL**

**MBC Members Report from Cllr Claudine Russell**

**Dated: February 2023**

**Condensation-Damp-And-Mould**

Golding Homes, Maidstone’s biggest social housing supplier, started a Condensation-Damp-And-Mould campaign. They received 733 enquires from their customers which equates to about 10% of their homes. In September Golding’s Board agreed additional funding to resolve Condensation-Damp-And-Mould cases. Customers are encouraged to report damp and mould problems via the following link.

<https://www.goldinghomes.org.uk/condensation-damp-and-mould>

Also with regard to Golding, the MP and Cllr inbox has stopped working – I have emailed our housing manager to find out what is happening.

**Events**

The light up Maidstone event was very well attended and we will hopefully be able to put the same event on again next year with the UK Share Prosperity Fund.

**Voter ID**

From 4 May 2023 you will need to have photo ID in order to be able to vote at a polling station. You do not need to have ID for postal voting.

ID you can use.

You can use any of the following:

- passport
- driving licence (this includes a provisional driving licence)
- blue badge
- older person’s or disabled person’s bus pass
- identity card bearing the Proof of Age Standards Scheme hologram (a PASS card)
- biometric immigration document

You can use your ID even if it is out of date, as long as the photo looks like you. There are other types of ID that you can use, you can find out more on [The Electoral Commission website](#).

Photo ID for voting

If you do not have an accepted form of ID you can [apply for a Voter Authority Certificate](#) for free. The deadline to apply for the local elections on 4 May 2023 is 5pm Tuesday 25 April 2023.

As always, if you need my help, please do not hesitate to email me at [claudinerussell@maidstone.gov.uk](mailto:claudinerussell@maidstone.gov.uk)

**01.23.12**

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

Not in attendance and no report received

**01.23.13**

**RECREATION FIELD**

**CAR PARK RESURFACING** – Members looked at the quote received, and another like for like quote was needed. There should be three quotes for the same thing in order to be transparent. Cllr Highwood will seek some further quote and also look at a more permeable surface.

**PLAY INSPECTIONS**

As from April Maidstone Borough Council will no longer carry out any inspections, so the Parish Council will need to do this once a month. The Clerk will forward a template to be completed each month and retained by the Clerk.

**REPAIRS**

There is a roof off one of the items of play equipment which needs to be repaired. Cllr Highwood will do this.

**02.23.14**

**Flooding Update**

Cllr Sandys will now update the members with any news on Flooding going forward.

**01.23.15**

**Date of Next Meeting**

The Parish confirmed that the next full meeting will be, in The Orchard Room, St Margaret's School, Monday 6<sup>th</sup> MARCH 2023 AT 7PM

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