

MINUTES

Full Council Meeting COLLIER STREET PARISH COUNCIL

Orchard Room, St Margaret's School
on Monday 9 JANUARY 2023
commencing at 7.00pm

In attendance

Cllr David Goff [Chair] [DG]	Cllr Andrew Papas [Vice-chair] [AP]
Cllr Jack Highwood [JH]	Cllr Steve Barham [SB]
Cllr Deborah Papas [DP]	
Parish Clerk Michelle Rumble [MR]	Borough Councillor Claudine Russell [CR]

**01.23.01
Apologies**

Cllr Dave Sealey, Cllr Steve Sandys,
Councillor Lottie Parfitt-Reid, PCSO Nicola Morris

**01.23.02
Declarations of
Interest**

None declared

**01.23.03
PLANNING**

The Chair of the Planning Committee will chair this section of the meeting.

22/505476/FULL - Spitzbrook Barn View, Haviker Street, Collier Street
Erection of an Oak framed garage building with workshop and hobby room, including change of use of land to residential garden.

RESOLVED BY ALL MEMBERS NEUTRAL STANCE

22/504833/LBC - 1 Haviker Street, Collier Street
Listed Building Consent for replacement of 3 no windows to side and rear.

RESOLVED BY ALL MEMBERS NEUTRAL STANCE

22/505045/FULL
Willows End, Green Lane, Yalding
Change of use of paddock from keeping horses to a seasonal
Touring camping park, consisting of 10 (no) pitches with electricity service points

RESOLVED BY ALL MEMBERS NEUTRAL STANCE

22/504798/FULL
Land at Claygate Road, Yalding
Installation of drainage treatment tank

RESOLVED BY ALL MEMBERS NEUTRAL STANCE

22/505667/FULL
2 Moors Cottages, Spenny Lane, Marden, Tonbridge
Erection first floor extension, replacement of existing ground floor extension and insertion of front and rear dormers.

RESOLVED BY ALL MEMBERS NEUTRAL STANCE

22/505307/LBC- Den Farmhouse, Den Lane, Collier Street

Listed Building consent for works associated with the conversion of existing disused agricultural barn to a residential dwelling including alterations to fenestration and installation of foul water treatment unit.

22/505306/FULL

Den Farm House, Den Lane, Collier Street

Listed Building consent for works associated with the conversion of existing disused agricultural barn to a residential dwelling including alterations to fenestration and installation of foul water treatment unit.

RESOLVED BY ALL MEMBERS NEUTRAL STANCE

22/504591/LBC

Longends Farm, Longend Lane, Marden

Listed Building Consent for internal alterations for the works associated with the conversion of outbuilding into an annexe

RESOLVED BY ALL MEMBERS NEUTRAL STANCE

PLANNING DECISIONS

22/503396/FULL

Little Spitzbrook Farm, Haviker Street

Retrospective application to raise land level at entrance driveway

APPLICATION GRANTED

22/505045/FULL

Willows End, Green Lane, Yalding

Change of use of paddock from keeping horses to a seasonal touring camping park, consisting of 10 (no) pitches with electricity service points.

APPLICATION GRANTED

22/504833/LBC

1 Haviker Street, Collier Street

Listed Building Consent for replacement of 3 no windows to side and rear.

APPLICATION GRANTED

22/504591/LBC

Longends Farm, Longend Lane, Marden

Listed Building Consent for internal alterations for the works associated with the conversion of outbuilding into an annexe

APPLICATION GRANTED

01.23.04

Minutes of the meeting held in NOVEMBER 2022 to be approved.

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

01.23.05

Correspondence and Action Points

None

01.23.06

CIL MONIES

Lead DG

Focus/Workshop Group Feedback

Health and Wellbeing – Lead Cllr Steve Barham was not in attendance.

Village Hall – Lead Cllr David Goff reported that the AGM of the Village Hall will be in January 2023

Highways and Community Safety –

01.23.07

HIGHWAYS

Lead DG

The HIP was discussed, it needed updating and then can be submitted to the Highway Improvement Team. The members wished to have Junction warning signs in the additional locations Jarmons Lane, Den Lane Green Lane (there have been 2 accidents here in the last 12 months). Cllr Goff met with a KCC Highways Officer and they are looking at replacing the triangle on Longend Lane junction with B2162 – this will also be added to the HIP. The Clerk will try and get the Crash stats for Collier Street and add this to the HIP. The Clerk will circulate to all members once she has made the approved amendments. There is also no additional monies this year to deal with Pot Holes.

01.23.07.01 LORRY WATCH and SPEEDWATCH UPDATE It was noted that the Speed watch coordinator Sean Randall had resigned from the post, the Parish Council are looking for a new Coordinator, but at the moment it will be put on hold. Cllr Deborah Papas will collect the equipment. Cllr Goff will try to get hold of the Speed camera stats. Lorry Watch Cllr Goff reported that a new Team had been set up within Kent County Council to look at Lorry watch.	Lead DG
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01.23.08 Transfer of portion of Recreation Field Land to St Margaret’s Church Cllr Goff reported that he was meeting with the Solicitors to move this forward.
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01.23.09 Police Report PCSO Morris was not in attendance and no report had been received
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01.23.10. FINANCE ACCOUNTS RECONCILIATION & FINANCE REPORTS	Lead Clerk/RFO
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Copy documents sent electronically to all members in advance of the meeting.
01.23.10.01. BANK RECONCILIATIONS – NOVEMBER AND DECEMBER 2022
For members approval. Cllr Goff signed the Bank Reconciliation
01.23.10.02. RECONCILIATION STATEMENTS – NOVEMBER AND DECEMBER 2022
For members approval and sign off – Cllr Goff signed the Bank Statement
01.23.10.03. RECORD OF PAYMENTS & RECEIPTS – DECEMBER AND JANUARY 2023
For members approval – It was RESOLVED by all members present to make the payments
01.23.10.04. BUDGET REPORT YTD – NOVEMBER AND DECEMBER 2022
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

01.23.10.05. PAYMENTS FOR AUTHORISATION DECEMBER AND JANUARY 2023		
DD	- WEBSITE EMAILS	£20.39
DECEMBER	CLERKS SALARY	£761.80
DECEMBER	EMPLOYERS NIC	£0.52

DECEMBER	STAFF EXPENSES (MR)	£63.73	
DECEMBER	ROSPA – PLAY AREA INSPECTION	£100.80	
JANUARY	CLERKS SALARY	£761.80	
JANUARY	CLERKS EXPENSES		
JANUARY	EMPLOYERS NIC	£0.52	
DD- JANUARY	WEBSITE EMAILS	£20.39	
DD JANUARY	- EDF – STREETLIGHTING ENERGY	£70.94	
DD DECEMBER	- BANK CHARGES	£8.00	
DD- JANUARY	BANK CHARGES	£8,00	
INCOME			
INCOME	MBC - CIL MONIES	£10, 294.08	
	MBC – 2 ND INSTALMENT PSS	£921.50	

Proposed by DG and seconded by JH and unanimously agreed by full council.

DONATIONS

Cllr Goff asked if the Parish Council would be prepared to make a donation towards the electrical work at the Churchyard. It was **RESOLVED** by all members that they would make a donation of £150 towards this. Cllr Goff will ask the Church to send a donation request to the Clerk.

01.23.10.06

BUDGET 2023/24

RESOLUTION - TO APPROVE THE BUDGET FOR 2023/24

and to set the precept for 2023/24

it was proposed by CLLR GOFF, seconded by CLLR JACK HIGHWOOD and **RESOLVED** by all members present to increase the precept by 5% from £19,808.00 to £20,798.40 and approve the budget

01.23.10.07

CIVILITY AND RESPECT PLEDGE

Resolution to sign the civility and respect pledge

Resolution to approve the dignity at work policy

It was **RESOLVED** by all members present to sign the civility and respect pledge and to adopt the dignity at work policy.

01.23.10.08

HSBC BANK MANDATE

RESOLUTION TO SIGN HSBC BANK MANDATE IN ACCORDANCE WITH BANK SIGNING RULES

It was **RESOLVED** by all members present that they sign the New Council mandate and that the Signatories all sign the Mandate as per the signing rules of the Council.

01.23.11.

BOROUGH COUNCILLOR'S REPORT – CLLR CLAUDINE RUSSELL

MBC Members Report from Cllr Claudine Russell

Dated: January 2023

Warm Spaces

MBC have launched two community hubs with a warm welcome, one in Maidstone Museum and one in Trinity.

Potholes

I mentioned the amount and epic proportions of the potholes around the borough in the Joint Transportation Board meeting on the 4th January. I received assurances from the KCC Highways officers that they are working hard to fill them. Potholes and other road issues can be reported online to Kent County Council at;

<https://webapps.kent.gov.uk/KCC.KHSFaultsGIS.Web.Sites.Public/ReportAFault.aspx>

Creative Communities Grant

The grants are to support events and activities encouraging art engagement and community cohesion in Maidstone. The first round applications have been assessed and round two will shortly be open to applications for up to £2,000 to get your community art project off the ground. More information and how to apply is at.

<https://arts.maidstone.gov.uk/home/funding>

Events

There are so many events coming up this year – please see the table below and the attached flyer for detail.

Date	Event	Location
4 January	MBC Community Hub with a Warm Welcome Launch	Maidstone Museum & Trinity Community Hub
12 January	Rising Cost of Living Support Event	Headcorn Village Hall
28 January	Lunar New Year	Town Centre
3 February	Light Up Maidstone	Town Centre
08 Feb - 17 Jun	Hooden Horse exhibition	Maidstone Museum
08 Feb - 17 Jun	Secret Stash? Discovering a Bronze Age hoard	Maidstone Museum
11 February	Family Fun Day (Hooden Horse)	Maidstone Museum
11 February	Arts Award (Hooden Horse)	Maidstone Museum
13 February	Talk & Panel on Kentish Folklore	Maidstone Museum
14 -16 February	Half Term Craft Activities	Maidstone Museum
17 February	Fossil Friday	Maidstone Museum
17 & 18 Feb	Talk of the Town	Town centre
7 March	Why don't we speak Latin (talk)	Maidstone Museum
24 Mar - 2 Apr	Heart of Kent Walking Festival	Various
1 April	Folklore & Hoodening Day	Maidstone Museum
1 April	Punk Up your Horse (craft activity)	Maidstone Museum
4 - 6 April	Easter-themed craft activities	Maidstone Museum
8 April	Easter fair	Brenchley Gardens
11 - 13 April	Treasure-themed craft activities	Maidstone Museum
22 April	Wild Escape (Earth Day)	Maidstone Museum

Waste Collection

Due to the snow and then the Bank Holidays over Christmas period the service has had some disruption. Normal service will resume on the usual day as of Monday 9th January. The team worked extremely hard in the weather conditions to try to hold up the service, sustaining 10 injuries

as a result of slipping over on the ice. We have chosen the supplier for the future waste contract and MBC will be buying the fleet, to ensure that we always have the tools to cover the service should that be necessary and to make sure that the new contract offers residents value for money with the excellent service level that they expect. An excellent new feature will be vehicle recording and tracking to find out exactly where they are on the route. In the meantime, should your bin be missed, please report it asap online using the following link.

<https://maidstone.gov.uk/home/primary-services/bins-and-recycling/primary-areas/bin-collection-updates>

Happy New Year. As always, if you need my help, please do not hesitate to email me at 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

The Members discussed the Play area Inspections which will need to be carried out monthly, the Councillors will do this and send the Clerk the Inspection reports.

Cllr Goff reported that there has been an increase of broken glass on the play area and a lot of rubbish along the edge of the playing field.

01.23.14

Flooding Update

Lead DG

Cllr Goff reported that various roads had been shut due to the Flooding on the 16th of November 2022 and the 1st January 2023.

They have been looking at various way to help control the flooding including the Bund at Brook Farm which is ongoing and Natural Flood management at Lamberhurst.

The Environment Agency are on Industrial Action at the moment and this could last up to six months, so because of this alerts have been coming out at night.

Cllr Russell said that there is Funding available for Flood Prevention Schemes.

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 6th FEBRUARY 2023 AT 7PM

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

PG 6 SIGNATURE..... DATE.....