

MINUTES

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

Cllr Andrew Papas [Chairman] [AP]	Cllr Steve Sandys [SS]
Cllr Jack Highwood [JH]	Cllr Dave Sealey [DS]
Cllr Deborah Papas [DP]	
Parish Clerk Michelle Rumble [MR]	Borough Councillor Claudine Russell [CR]
	County Councillor Lottie Parfitt-Reid [LPR]

03.23.01 Apologies	Cllr Steve Barham [unwell] PCSO Nicola Morris	
03.23.02 Declarations of Interest	None	
03.23.03 PLANNING	The Chair of the Planning Committee Cllr D Sealey will chair this section of the meeting.	
23/500614/FULL – 1 Ashmead Cottages, Sheephurst Lane, Marden Installation of 10 Solar panels to rear garden. It was RESOLVED by all members present to give a NEUTRAL STANCE on this planning application.		
23/500684/FULL – 8 The Bentletts, Collier Street, Yalding Garage conversion to a habitable room It was RESOLVED by all members present to give a NEUTRAL STANCE on this planning application		
23/500684/FULL – 8 The Bentletts, Collier Street, Yalding Erection of a hipped gable roof style conservatory to the rear of the property. It was RESOLVED by all members present to give a NEUTRAL STANCE on this planning application		
APPEAL U2235/W/22/3311667 – 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 residential to allow siting of 1 no caravan with incidental paddock plus associated access road and parking. The above appeal procedure will now be written representation rather than a hearing.		
The Clerk was asked to contact Maidstone Borough Council Enforcement for an update on the Atlas Eco Gym.		
03.23.04 PLANNING DECISIONS	None	
03.23.05		

MEMBERS OF THE PUBLIC QUESTIONS

The meeting will be adjourned to hear from members of the public.

No public were present

03.23.06

Minutes of the meeting held in FEBRUARY 2023 to be approved.

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

03.23.07

Correspondence and Action Points

None

03.23.08.01

CIL MONIES

RE-SURFACING VILLAGE HALL CAR PARK

Cllr Highwood had circulated prior to the meeting three quotes to re-surface the Car Park. It was Proposed by Cllr Highwood, seconded by Cllr Deborah Papas to accept the quote from Arnold and Arnold of £45,350 plus VAT. It was **RESOLVED** by all members present.

The works will consist of the following.

To scrape through, level all potholes with subbase stone and compact

To supply and lay 100mm x 200mm heavy duty tarmac and roll to smooth level finish.

To supply and brush in bit grit, sealing dust.

To supply and lay 14mm stone around car park creating car parking bays as required.

Leave site clean and tidy on completion.

The Clerk was asked to contact Rob Jarman at Maidstone Borough Council Planning Department to see if Planning permission is required.

03.23.08.02

CIL MONIES

PLAYGROUND EQUIPMENT FOR OLDER CHILDREN

This was not discussed at the meeting

03.23.08.03

CIL MONIES

HIGHWAYS IMPROVEMENT

Cllr Deborah Papas reported on a meeting which herself, Cllr Sealey and Cllr Andrew Papas had with Greg Nichol from the West Kent Highways Improvement Team. This is a summary of the HIP Meeting.

I also attached the updated HIP with detail sent back from Gregory and this has now been raised with the Planning team to investigate the following:

- Whether we can install pedestrian in road signs just north of the school
- Whether we can upgrade the junction warning sign for Longends Lane and also if we can re-site the width restriction sign
- If we can upgrade both 30mph entry terminals (*we discussed that these were not equal at each end which Gregory was surprised to see and should have the red base to the roundels*)
- If we can add junction warning signs for Jarmons Lane jct with B2162
- If we can paint SLOW next to the warning signs at the jct for Green Lane and Haviker St
- If we have any options for the unofficial layby on Claygate Road.

In addition, Gregory is requesting two surveys to be carried out outside the Jaguar garage and these should be out on the road in a couple of weeks. Once KCC have these results, they will be able to assess them in combination with the surveys we sent them (thank you again Dave), to help inform the planners of what can be done through

the 30mph area of the village. KCC will be paying for this (we only had to ask!), but if we require any further, then they would be £90 each organised via Gregorys (much less than we paid in the past organising ourselves directly).

We discussed various signs and asked for movement of certain signs (detailed in the summary).

Gregory also spoke to Toby Butler (Traffic Operations and Technology Manager, KCC) regarding the Vehicle Activated Sign (VAS). We are yet to have a meeting with Mr Butler to discuss this in more detail. If we wish to pursue this route, then I think it is one for discussion once we have signed off the carpark spend of CIL money and allocated what was promised to VHF, then we will see what is left.

It was a good and productive meeting and Gregory updated the HIP document with the summaries, and the aim is to get back to us within a month on what is feasible.

In addition, I have requested the following directly from Kent Highways:

- Re-paint of SLOW sign on B2162 northbound after the car park
- A re-paint of the 30 mph roundels coming into the bend on B2162 at the junction of Haviker Street (where a lot of crashes have happen just passed that), where the signs are almost non-existent.
- Reported the 30mph reminder sign Southbound just before school.
- A re-paint of the Give Way dashed lines coming out of The Bentletts onto Claygate Road
- Attention to the damage to the street signage but the church.

02.23.08.04

CIL MONIES

VILLAGE HALL DONATION

This was briefly discussed by all members. Cllr Andrew Papas will talk with Ben Ward from the Village Hall Committee.

02.23.09

TRANSFER OF PORTION OF RECREATION FIELD LAND TO ST MARGARETS CHURCH

The Clerk circulated to all members prior to the meeting an email from the Solicitors asking if they can approve the plan attached to this email. The plan was approved by all members.

The Clerk also needs to have her identity verified by the Solicitors so that she can now be the main contact for this going forward.

03.23.10

POLICE REPORT

PCSO Morris was not in attendance but did forward a report to the Parish Council. It was also noted that she will now not be the contact for Collier Street and instead is joining the Task Force. The Parish Council will be getting a Neighbourhood Officer for the Ward as part of the new Neighbourhood Policing.

03.23.11

Collier Street Primary School Hire Agreement

The Clerk forwarded to all members a Terms of Conditions and Current Conditions of Use. The school have asked that the Parish Council pay a peppercorn rent of £1.00 per annum plus Hirers Liability of 3.15% of the hire charge for each and every use. This would work out to £12.50pa on the assumption that there are 12 Council meetings per year. It was **RESOLVED** by all members that the Chairman sign the agreement. It was also **RESOLVED** to pay the £35.50 for the cost of cutting keys.

The Clerk will return the signed document to the school.

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

03.23.12.01. BANK RECONCILIATIONS – FEBRUARY 2023

For members approval. Cllr A Papas signed the Bank Reconciliation

03.23.12.02. RECONCILIATION STATEMENTS – FEBRUARY 2023

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

03.23.12.03. RECORD OF PAYMENTS & RECEIPTS – MARCH 2023

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

03.23.12.04. BUDGET REPORT YTD – FEBRUARY 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

**03.23.12.05
PAYMENTS FOR AUTHORISATION
MARCH 2023**

DD - FEBRUARY	WEBSITE EMAILS	£20.39
MARCH	CLERKS SALARY	£761.80
MARCH	PAYE/NIC	£0.52
MARCH	STAFF EXPENSES (MR)	£73.13
MARCH	MRS S MCKAY – BIN BAGS	£12.00
MARCH	BANK CHARGES	£8.00
MARCH	COLLIER STREET PRIMARY SCHOOL – KEYS CUT	£35.50
JANUARY	PAYE/NIC	£236.78

03.23.13

BOROUGH COUNCILLOR'S REPORT – CLLR CLAUDINE RUSSELL

MBC Members Report from Cllr Claudine Russell

Dated: March 2023

Coronation Street Party

If any residents are planning to hold a street party during the King's Coronation weekend, don't forget to apply for a road closure by 3rd March 2023 to Kent County Council. KCC have waived the road closure application fee.

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.

Gypsy, Traveller and Travelling ShowPeople DPD

The regulation 18 consultation has begun.

This consultation is the first formal stage in the planning process and will help to inform the Regulation 18 preferred approaches consultation documents which MBC hope to publish early in 2024. As part of the consultation there is the opportunity for people to submit sites for consideration as potential options for allocation at the next stage.

People will be asked to have their say between 28 February and 17 April 2023. The consultation will be available on Let’s Talk Maidstone <https://letstalkmaidstone.uk.engagementhq.com/>

Lockmeadow

Lockmeadow will be holding the first local producers market on Saturday 11th March. Don’t forget that the market is dog friendly.

Youth Hub

Alessia Russo helped MBC by sending a message of support to celebrate the opening of the 326 Youth Hub. It is located in the upper level of The Mall and is open to young people Monday to Friday between 3pm and 6pm.

As always, if you need my help, please do not hesitate to email me at claudinerussell@maidstone.gov.uk

03.23.14

COUNTY COUNCILLOR’S REPORT – CLLR LOTTIE PARFITT-REID

Cllr Parfitt-Reid was in attendance and gave her report. She stated that the KCC Budget had been approved and the vast majority was allocated to Adult Social Care, there was a Deficit and savings had to be made in certain areas. She also said that her Member Grant had been cut to £10,000 for the coming Financial Year. There was a consultation running on the Childrens Centers and that Marden was one of the Centers they wanted to Close but Cllr Parfitt-Reid was trying to help stop this happening

03.23.15

**RECREATION FIELD
GROUNDS MAINTENANCE**

The Clerk prior to the meeting circulated the Grounds maintenance quote from Waring’s and it was RESOLVED by all members present that the Parish Council accept the quote for the coming season.

PLAY INSPECTIONS

The Clerk stated that as from April the 1st the Parish Council will need to carry out their own Inspections on the Play equipment. The Clerk will forward to Cllr Highwood a Template for carrying out these inspections.

REPAIRS

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

02.23.16

Flooding Update

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

03.23.17

Date of Next Meeting

The Parish confirmed that the next full meeting will be, in The Orchard Room, St Margaret’s School, Monday 3RD APRIL 2023 AT 7PM

