

# MINUTES

**PARISH COUNCIL MEETING**  
**COLLIER STREET PARISH COUNCIL**  
 Orchard Room, St Margaret's School  
 on Monday 6<sup>TH</sup> NOVEMBER 2023  
 commencing at 19.00PM  
 In attendance

Cllr Andrew Papas [Chairman] [AP]	Cllr Steve Sandys [SS]
Cllr Jack Highwood [JH]	Cllr Steve Barham [SB]
Cllr Deborah Papas [DP]	Cllr Deborah Papas [DP]
Cllr Kelly Rigden [KR]	Cllr Dave Sealey [DS]
Parish Clerk Michelle Rumble [MR]	Borough Councillor – Cllr Russell
	Five members of the public

<b>23.11.01</b> <b>APOLOGIES</b>	Cllr Lottie Parfitt-Reid,	
<b>23.11.02</b> <b>DECLARATIONS OF INTEREST</b>	None	
<b>23.11.03</b> <b>PLANNING MATTERS</b>	The Chair of the Planning Committee Cllr J Highwood will chair this section of the meeting.	
<b>23/504118/FULL – HOOK FARM, KINGS LANE, MARDEN</b>		full
Change of use of 1 hectare (2.5 acres) of agricultural land to use as a dog walking paddock with associated 1.8 metre height fencing, gate and parking. It was <b>RESOLVED</b> BY 5 MEMBERS TO OBJECT AND 2 MEMBERS TO SUPPORT. The reason for objection is the Highways aspect, and the proposed fencing on the site is not in keeping with the local area.		
<b>23/504307/FULL – THE BAKERY, CLAYGATE, MARDEN</b>		
Installation of 10 no ground mounted solar panels in rear garden. It was <b>RESOLVED</b> by all members present to take a NEUTRAL STANCE		
<b>23/504453/LDCEX – HOLLYDALE, COLLIER STREET</b>		
Lawful Development certificate for existing conversion of dog kennel (erected in July 2017) to a single dwellinghouse (in use since December 2017) It was <b>RESOLVED</b> by all members present to OBJECT to this planning application and they would also like it called into Planning Committee. OBJECT on the grounds: - The area is prone to Flooding. The building was built to house a dog and not as a dwelling.		
<b>23/504473/LAWPRO – LAWTON PLACE, BENOVER ROAD, YALDING</b>		
Lawful development certificate for proposed erection of an outdoor kitchen with seating area, sauna/steam room and plunge pool. It was <b>RESOLVED</b> by all members present to a NEUTRAL STANCE		

**23/504372/FULL - LAWTON PLACE, BENOVER ROAD, YALDING**

Conversion of roof space of existing garage to bedroom/office space including 1 no dormer to rear and 1 no dormer to side and changes to fenestration ancillary and enjoyment of the main dwellinghouse.  
It was **RESOLVED** by all members present to a **NEUTRAL STANCE**

**23.11.03.01  
PLANNING DECISIONS**

NONE

**23.11.03.02  
PLANNING CORRESPONDENCE**

Cllr Russell said that it would be a good idea to talk with Geraldine from Yalding Parish Council as they often use a Planning professional when dealing with planning applications.

**23.11.04  
MEMBERS OF THE PUBLIC QUESTIONS**

The meeting was adjourned to hear from members of the public. There were 5 members of the public present and they all wanted to speak on the Hook Farm planning application and would like to see the planning application refused on the grounds that the access to the proposed Dog walking field is opposite the Railway line and is a busy road. The fencing proposed for the site is also not in keeping with the area.

**23.11.05  
MINUTES OF THE MEETING HELD IN OCTOBER 2023 TO BE APPROVED.**

Full Council approved the minutes of this meeting as representing an accurate recording of the said meeting. Cllr A Papas signed the minutes as a true and accurate record.

**23.11.06  
CORRESPONDENCE AND ACTION POINTS**

None.

**23.11.07  
CIL MONIES  
HIGHWAY IMPROVEMENTS**

The members spoke on possible uses of the CIL Money within the Parish, a footpath was discussed to enable people to walk safely to school. Landowners will need to be contacted on this matter.  
No further updates currently.  
The CIL Income was also noted

**23.11.08  
VILLAGE HALL**

The Clerk had prior to the meeting circulated a excel spreadsheet on the Grants for the Village Hall. This was discussed in detail by all members, and it was felt that more discussion was needed on this matter before any decision is made. This will be discussed at the meeting again in January.

**23.11.09  
HIGHWAYS**

No updates this month

**23.11.10  
FINANCE**

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

**23.11.10.01. BANK RECONCILIATIONS – OCTOBER 2023**

For members approval. Cllr A Papas signed the Bank Reconciliation

**23.11.10.02. RECONCILIATION STATEMENTS – OCTOBER 2023**

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

**23.11.10.03. RECORD OF PAYMENTS & RECEIPTS – OCTOBER 2023**

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

**23.11.10.04. BUDGET REPORT YTD –OCTOBER 2023**

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

**23.11.10.05. TRIAL BALANCE REPORT – OCTOBER 2023**

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

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

**23.11.10.06**

**INTERNAL AUDITORS REPORT**

The Clerk had forwarded to all members present the Interim Internal Auditors Report which was noted by all members present.

**23.11.10.07**

**PAYMENTS FOR AUTHORISATION**

It was **RESOLVED** by all members present to approve the payments below.

**NOVEMBER 2023**

		CSPC PAYMENTS - NOVEMBER		
DATE		PAYEE	AMOUNT	NARRATIVE
06.11.2023	BACS	MICHELLE RUMBLE	£602.33	CLERKS SALARY
06.11.2023	BACS	HMRC	£179.84	PAYE/NIC
06.11.2023	BACS	HMRC	£19.98	EMPLOYER NIC
06.11.2023	BACS	MICHELLE RUMBLE	£93.43	CLERKS EXPENSES
06.11.2023	DD	HSBC	£8.00	BANK CHARGES
06.11.2023	DD	IONOS	£21.60	EMAILS
06.11.2023	BACS	CAPEL GROUND CARE	£48.00	OUTDOOR PLAY EQUIPMENT INSPECTION
06.11.2023	BACS	AUDITING SOLUTIONS	£264.00	INTERNAL AUDIT 2023/24
06.11.2023	BACS	STREETLIGHTS	£69.30	STREETLIGHT CONTRACT 2 OF 2
06.11.2023	BACS	MAZAARS	£300.00	EXTERNAL AUDIT 2022/23
		<b>TOTAL</b>	<b>£1,606.48</b>	

**23.11.11**

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

MBC Members Report from Cllr Claudine Russell

Dated: November 2023

### **Rural England Prosperity Fund**

Maidstone Borough Council (MBC) has awarded the first phase of Rural England Prosperity Fund (REPF) to communities across the borough. In September 2022, the Government announced that the REPF (as part of Levelling Up), was to be made available to support countryside communities across England. MBC was allocated £539,728 to spend between 2023 and 2025 to be awarded to projects for rural communities across the borough.

We will be introducing a second phase of funding at the end of 2023 when grants of £50,000+ will be available for groups to apply for and I would encourage as many rural communities as possible to come forward and apply for an REPF grant which could make a difference to their communities to upgrade a facility and improve their local environment and sustainability, supporting the rural economy into the future. For help to apply contact [climateandbiodiversity@Maidstone.gov.uk](mailto:climateandbiodiversity@Maidstone.gov.uk)

### **Local Plan**

The public consultation on the main modifications document closes shortly.

### **Current Consultations**

There is a public consultation about Climate Change and what Maidstone should prioritise and this can be accessed by the following link;

[Climate Change Survey 2023 | Lets Talk Maidstone \(engagementhq.com\)](#)

### **Parish Charter**

The consultation has now closed, and we are analysing the results. The next step will be to work with KALC and parishes to draft the new charter.

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

### **23.11.12**

#### **COUNTY COUNCILLOR'S REPORT – CLLR LOTTIE PARFITT-REID**

Cllr Parfitt-Reid had given her apologies for this meeting, no report had been received.

### **23.11.13**

#### **RECREATION FIELD**

##### **LITTER BIN**

Cllr D Papas spoke on the litter bin which was located by the footpath to the Playing Field. The members discussed the possibility of placing a wheelie bin in this location which could be emptied by Maidstone Borough Council, this was at a cost to the Parish Council and had not been budgeted for this year. The members would discuss this again when setting the Budget for 2024/2025. If the Parish Council decide to go ahead with the bin Cllr Rigden has offered to put the bin out for collection.

##### **PLAY AREA INSPECTION REPORT**

This was circulated to all members and there were no items of concern in the report.

##### **PLAY EQUIPMENT REPAIRS**

There were no items to discuss.

### **23.11.14**

#### **FLOODING UPDATE**

Cllr Sandys gave his report.

Cllr D Papas is the nominated person for the road closures.

The Monthly Flood report had been received from Mr. Goff; The Clerk was asked to contact Mr. Goff as the Parish Council requires a copy of the Flood Action Plan to be on file.

**23.11.15**

**DATE OF NEXT MEETING**

The Parish confirmed that the next full Council meeting will be, in The Orchard Room, St Margaret's School on MONDAY 8<sup>th</sup> JANUARY 2024

There being no further business the meeting closed at 21.10PM

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