

**MINUTES**  
**PARISH COUNCIL MEETING**  
**COLLIER STREET PARISH COUNCIL**  
Orchard Room, St Margaret's School  
on Monday 5<sup>th</sup> FEBRUARY 2024  
commencing at 19.00PM  
In attendance

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

<b>24.02.01</b> <b>APOLOGIES</b>	Cllr Lottie Parfitt-Reid,	
<b>24.02.02</b> <b>DECLARATION OF INTEREST</b>	None	
<b>24.02.03</b> <b>MINUTES</b>	<b>MINUTES OF THE MEETING HELD IN JANUARY 2024 TO BE APPROVED.</b>	
	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.	
<b>24.02.04</b> <b>BOROUGH COUNCILLOR REPORT</b>	<p style="text-align: center;"><b>MBC Members Report from Cllr Claudine Russell</b></p> <p style="text-align: center;"><b>Dated: February 2024</b></p> <p><b>Events</b>  The Lunar New Year was a great success at the weekend with lots of people attending, we have a full programme of events planned for 2024 including the summer series of events over 6 weekends, and we look forward to the herd of Shaun the Sheep that will be flocking to the town this summer. More details to follow.</p> <p><b>1000 Affordable Houses</b>  We have secured sites and acquired housing to meet 400 of our 1,000 affordable house targets. As a reminder, these are houses that are targeted for local people, are provided at affordable rent and will come from the housing target that is given to us by central government, not in addition to those targets.</p> <p><b>Waste Crime Penalties</b>  We have raised the penalties for waste crime to reflect the seriousness of this crime, the Fixed Penalty Notice has rising from</p>	

	<p>£150 to £500 (a 233% rise) and the maximum penalty for fly tipping has risen from £400 to £1,000.</p> <p><b>Budget</b>          Shortly we will be finalising our MBC budget. Through prudent financial management we are predicting a balance budget position for 2024/25 but the following years get more difficult as KCC cuts to services that must be met by districts, distinct national grant funding cuts and the increasing pressures on our temporary accommodation budget make for difficult future financial conditions. Our leader has added his signature to a letter going from council leaders to central government to rethink the cut of the household support fund that helps some of the poorest in our community. As a council we have plans in place for continuation of the main assistance if it were cut but we are hoping this potential decision will be reversed.</p> <p><b>Local Plan</b>          The inspector opened a new consultation on the local plan. This is his consultation and is open until the middle of February as he realised that some people had commented on the changes to the infrastructure delivery plan within the main consultation, but he wanted to make sure that everyone should have the opportunity. The consultation helps to remove one potential judicial review avenue for the future, which is positive, but extending the timeline brings adoption ever closer to the election.</p> <p><b>Boundary Changes</b>          Just a reminder that this will be the time that the new borough ward boundaries and MP constituency boundaries alter for the first time, and Maidstone Borough Council run all out elections for a 4-year term. Our ward remains Marden and Yalding and now will include the village of Hunton, whilst our MP constituency is now called “The Weald” and no longer includes the urban areas of Maidstone, instead covering rural villages and including 3 borough councils. On the borough ballot paper this year, you will be selecting 3 rather than the usual 1 candidate as our ward continues to remain a 3-member ward.</p> <p>As always, if you need my help, please do not hesitate to email me at <a href="mailto:claudinerussell@maidstone.gov.uk">claudinerussell@maidstone.gov.uk</a></p>	
<p><b>24.02.05          COUNTY          COUNCILLOR          REPORT</b></p>	<p>Cllr Lottie Parfitt-Reid was not in attendance and no report had been received.</p>	
<p><b>24.02.06          PLANNING          MATTERS</b></p>	<p>The Chair of the Planning Committee Cllr J Highwood will chair this section of the meeting.          NEW PLANNING APPLICATIONS</p>	
<p><b>APPLICATION REF 24/500115/FULL</b>  <b>Moat Farm Oast, Collier Street Tonbridge Kent TN12 9RR</b>          Conversion of existing outbuilding together with new build extensions to provide a single storey detached two-bedroom dwelling.</p>		<p>full</p>

**COMMENTS DUE BY: 6 February 2024.**  
**DECISION DUE DATE: 11 March 2024.**  
**CASE OFFICER: Kathryn Altieri [kathrynaltieri@maidstone.gov.uk](mailto:kathrynaltieri@maidstone.gov.uk)**

***IT WAS RESOLVED BY ALL MEMBERS TO A NEUTRAL STANCE.***

**APPLICATION REF: 23/505608/FULL**  
**ADDRESS: The Lodge Little Cheveney Farm Sheephurst Lane Marden Kent TN12 9NX**  
**PROPOSAL: Alterations to covered residential storage area to provide habitable living space (resubmission: 23/504405/FULL).**  
**COMMENTS DUE BY: 29 January 2024. (EXTENSION APPLIED FOR)**  
**DECISION DUE DATE: 12 February 2024**

***IT WAS RESOLVED BY ALL MEMBERS TO A NEUTRAL STANCE.***

**24.01.05.01**  
**PLANNING DECISIONS**

**23/504372/FULL**  
**ADDRESS: Lawton Place, Benover Road, Yalding, Maidstone, Kent, ME18 6AU.**  
**PROPOSAL: Erection of outbuilding (Retrospective). Insertion of 2no dormer windows and use of roof space as annexe accommodation.**  
**APPLICATION PERMITTED**

**23/505419/FULL**  
**ADDRESS: Spitzbrook Barn View, Haviker Street, Collier Street, Kent, TN12 9RH**  
**PROPOSAL: Change of use of land from agricultural use to residential garden use, erection of car barn and creation of patio/vehicle turning area (Revised scheme to 23/503794/FULL).**  
**APPLICATION PERMITTED**

**23/505340/FULL**  
**ADDRESS: Den FarmHouse Den Lane Collier Street Kent TN12 9PX**  
**PROPOSAL: Conversion of existing disused agricultural barn to a residential dwelling including alterations to fenestration and installation of foul water treatment unit (Resubmission 22/505306/FULL).**  
**APPLICATION PERMITTED**

**23/505341/LBC**  
**ADDRESS: Den FarmHouse, Den Lane, Collier Street, Kent, TN12 9PX**  
**PROPOSAL: 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 (Resubmission 22/505307/LBC).**  
**APPLICATION PERMITTED**

**24.02.06.02**  
**PLANNING CORRESPONDENCE**  
**NONE**

**24.02.07**  
**MEMBERS OF THE PUBLIC QUESTIONS**  
**The meeting was adjourned at 19.20pm**  
The member of public asked the Parish Council about the Benover Paddocks and where the Parish Council were on this. The Chairman stated that this sits with Planning Enforcement which can be a long process if the owner of the land can't be traced due to the land having changed hands many times and it not being registered at the Land Registry.

f the public, both members spoke on the speed of vehicles through Collier Street and walking their children to school and there being no footpath and no signs along this road. They asked if it was possible to have signs placed up and a footpath, the Parish Council stated that both of these issues should be dealt with by KCC. The member of public asked if he could put a sign on his property, the answer to this was yes if it was not on KCC Property there was no issue. Cllr D Papas stated that the Parish Council does have a Highway Improvement Plan which they can add items within the Parish they would like to see improved or as an extra, but the final decision as to whether this is possible is down to KCC and not the Parish Council. The meeting was then adjourned again and the members of the public both left the meeting. A lot of measures for highways safety had been taken forward over the last couple of years and a lot of different things had been requested and rejected for various reasons. There are still some open requests (eg parent and child signs) and we await their review and potential approval.

**The meeting reconvened at 19.45pm**

**24.02.08**

**MINUTES OF THE MEETING HELD IN NOVEMBER 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.

**24.02.09**

**CORRESPONDENCE AND ACTION POINTS**

KALC Parish Liaison  
Email from resident.  
Both were noted by the members.

**24.02.10**

**CIL MONIES**

Cllr A Papas was going to seek some quotes for Electricity at the Car Park

**24.02.11**

**VILLAGE HALL**

No updates on the village hall at present

**24.02.12**

**HIGHWAYS**

Cllr Highwood met with the works manager for the Drainage Board and went to various locations around the Village to look at the issues with the drains, culverts and what action could be taken to try and help various properties in the Parish who are having problems with Flooding. Cllr Highwood also stated that the Culvert under the Village Hall could be blocked, and this will be investigated. Cllr Highwood is also looking into other areas in the Village as well. Cllr Highwood will continue with this.

**24.02.13**

**FINANCE**

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

**24.02.13.01. BANK RECONCILIATIONS – JANUARY 2024**

For members approval. Cllr A Papas signed the Bank Reconciliation

**24.02.13.02. RECONCILIATION STATEMENTS – JANUARY 2024**

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

**24.02.13.03. RECORD OF PAYMENTS & RECEIPTS – JANUARY 2024**

For members approval – It was <b>RESOLVED</b> by all members present to make the payments	
<b>24.02.13.04. BUDGET REPORT YTD – JANUARY 2024</b>	
For members approval – It was <b>RESOLVED</b> by all members present to accept the Budget Report	
<b>24.02.13.05. TRIAL BALANCE REPORT – JANUARY 2024</b>	
For members approval – It was <b>RESOLVED</b> by all members present to accept the Trial Balance Report	
Copy documents sent electronically to all members in advance of the meeting	
<b>24.02.13.06</b> <b>RESOLUTION to approve a new Internal Auditor for the Year 2024/25</b> The Clerk circulated a quote from Mulberry Internal Auditors for the year 2024/25, as the existing internal Auditor is retiring at the end of this year’s Audit. It was <b>RESOLVED</b> by all members present to accept the quote.	
<b>24.02.13.07</b> <b>PAYMENTS FOR AUTHORISATION</b> It was <b>RESOLVED</b> by all members present to approve the payments below.	
<b>24.02.13</b> <b>RECREATION FIELD</b> <b>24.02.13.01</b> <b>GROUNDS MAINTENANCE CONTRACT</b> The Clerk circulated the Grounds Maintenance Contract Quote from the existing Contractor Paul Waring who has been carrying out the Grounds Maintenance for the last few years. The members asked the Clerk to seek another quote as for Transparency purposes they should seek another quote for season 2024/2025. The Clerk will action this and forward the quote to all members once she has received this. The Members also asked that they would like be invoiced quarterly.	
<b>24.02.14</b> <b>FLOODING UPDATE</b> Cllr Sandys gave his report.	
<b>24.02.15</b> <b>DATE OF NEXT MEETING</b> The Parish confirmed that the next full Council meeting will be, in The Orchard Room, St Margaret’s School on MONDAY 4 <sup>th</sup> MARCH 2024 There being no further business the meeting closed at 20.15PM	

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

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