



MINUTES OF A MEETING OF THE FULL COUNCIL HELD ON 01 MARCH 2022 AT 7.00 P.M. IN DETLING VILLAGE HALL

COUNCILLORS PRESENT: H. Baker-Anderson, I. Bowie (Chairman), G. Bryant J. Clayton, J. Coles & R. Finn

ALSO PRESENT: K. Bell (Locum Clerk to the Council) & 6 members of the public

ABSENTEE: Cllr. C. Evernden

The Chairman, Cllr. Bowie opened the meeting and welcomed all present.

Prior to the commencement of the formal proceedings' residents present were invited to put questions to the Parish Council. No questions were received.

2022/021 Apologies, Declarations of Interests and Dispensations

2022/021.1 Apologies: Apologies for absence had been received late from Cllr Evernden. These would be considered at the next meeting.

2022/021.2 Declaration of Changes to the Register of Interests: Cllr. Bowie reminded members that any changes to members Registers of Interests must be submitted to MBC within 28 days of that change.

2022/021.3 Declarations of Interest

- Cllrs Baker-Anderson, Clayton and Finn declared interests in the CIC Community Shop Lease.
- Cllr Bryant declared an interest in the planning applications in respect of Southview and Medway House and confirmed that he had not participated with the Planning WG when it had considered the councils response to those planning applications.

2022/021.4 Requests for Dispensations: There were none

2022/021.5 Declarations of Lobbying

- Cllr. Bryant declared that he had been lobbied by the school in respect of a planning appeal
- Cllr. Bowie declared that she had been lobbied in respect of the planning applications for Roseacre and Southview Lodge.

2022/021.6 Declarations of Intention to Record: No Councillor was intending to record.

2022/022 County and Borough Councillors and Policing: No reports were received

These minutes are not verbatim, but a summary of discussions and decisions made at the meeting

Signed: Chairman Date:

2022/023

Minutes of Meetings held on 26 January 2022 and 17 February 2022: It was proposed, seconded and:

RESOLVED: That the minutes of the meeting be approved and signed by the Chairman as a correct record of those proceedings. Unanimous

2022/024

Matters Arising not covered elsewhere on the agenda

- **Update to a question raised during the public forum on 26 January 2022:** Fibre Optic Cabling: This was in the process of being installed by Openreach, it was hoped that the whole of Detling would benefit from the cabling work.
- **2022/008.2 Monks Meadow:** Cllr Finn expressed his reservations in respect of the engagement of MVCP to manage Monks Meadow from 01 April 2022. Cllr Clayton stated that professional management was required to look after DPC's interests and that there could be no compromise to people's safety. It was noted that some volunteers had withdrawn their services whilst others had allegedly been dissuaded from becoming volunteers, but it was hoped that the new system would generate more volunteers.

2022/025

Chairman's Report: Cllr Bowie reported and drew attention to the following

- She and Cllr Coles had attended the Cricket Club AGM.
- She urged members to respond to the proposed cuts by KCC to bus services which had the potential to negatively impact Detling.

2022/026

Locum Clerks Report

- The Locum Clerk thanked Detling and Detling Parish Council for the warm welcome she had received.
- An order had been placed for the new noticeboards; the contractor had agreed to honour the quotation obtained by DPC in July 2021. It was noted that there was a 14-week lead time from the date of order (23.02.22) and that an application had been made to the KCC Members grant for partial funding of £1,000.
- An application had been submitted to KCC for consideration of Princess Way Alleyway becoming a PROW.
- DPC's precept requirement for 2022/2023 had been acknowledged and approved by MBC. It was noted that the precept would be paid on 08 April 2022.
- The Data Protection Renewal for 2022/2023 had been confirmed by the ICO.
- She hoped that the members handbook was useful and informative.

2022/027

Finance Working Group: Cllr Bryant reported and drew attention to the following:

- The statements indicating the financial position of the council at 25 February 2022 were received and noted.
- Expenditure for 2022/2023 was expected to be £51,000 offset by income of £47,000 and a contribution from reserves of £4,000.
- 2022/2023 was expected to be a difficult year financially and whilst the council would explore potential budgetary savings it was likely that there would be an increase to the 2023/2024 budget and precept requirement.

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Signed:

Chairman

Date:

2022/028

Highways Working Group: Cllr Coles reported and drew attention to the following:

- Jade's Crossing junction: KCC, MBC and Kent Police were aware of issues with traffic crossing from Pilgrims Way East - to West side - against No Entry. Kent Highways Steward meeting was imminent.
- Parking problem on Pilgrims Way E.- between Cock Horse Pub and A249S: KHS were obtaining costings for options prior to commencing a formal consultation.
- Fly tipping of builders' waste in Church Lane and Pilgrims Way W. Boxley. Reported to MBC for repeated clearance. Residents are asked to be vigilant and report unusual activity in these vicinities.
- Dog warden - enforcement officer sought who would monitor Hockers lane and the Vineyard.
- KCC funding cuts might affect bus services in Detling.
- Damaged barrier outside the old school in The Street had been removed and the pavement resurfaced.
- A249N weekend closures would continue
- Notcutts junction - works advised, circulated and residents notified
- Lower Thames crossing - Update advised, circulated and link on website.

2022/029

Open Spaces Working Group: Cllr Coles reported and drew attention to the following

- Sewage update: Map and chronology had been received summarising works completed. The final summary report was due shortly.
- V1-Doodlebug article regarding 2nd investigation had been circulated.
- The MVCP Forest school had been very well attended on 22.02.2022. It was noted that DPC had not received any revenue for 2021/2022 which would be queried with The Forest School.
- A wellbeing walk had been held on 15.02.2022, with another planned for 17.03.2022.
- Pennies Nursery Sustainability Project - meeting planned for March.
- Ash die back diseased trees had been identified and MVCP intended to undertake the work on 09.03.2022.
- Work required following recent storm damage was due to be carried out on 14.04.2022.
- The recent volunteering days had been well attended with 12 people supporting MVCP.
- Volunteers interested in working for MVCP in both Horish Wood and Monks Meadow, were being invited to register their interest with the clerk before 21.03.2022. A meeting would be arranged with the MVCP manager after this date between the Parish Council, MVCP and the volunteers. Work was due to commence from 01 April 2022. New risk assessments would be issued to all volunteers together with training opportunities.
- Foraging Workshop: An application had been made to DPC which was being explored.
- Detling was 1 of only 6 successful applicants out of 33 to receive a free Jubilee Planter. Delivery had been provisionally scheduled for late March and the planter would be installed on the verge by the Village Hall. A plaque would be installed marking this significant donation to the village,
- Tony Taylor – It was noted that besides his volunteering work for the Parish Council, Mr Taylor also did voluntary litter picking for which the council was extremely grateful.
- The councils' thanks were extended to Mary Chapman for Litter picking in Harple Lane and to Mr Seal for his volunteering in Monks Meadow.
- Land registry: A collation of maps and deeds indicating the boundaries of council land and adjacent properties had almost been completed.
- Kent Wildlife Trust had written an article on The Larches for DPC's next newsletter.

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2022/030

Communications Group

2022/030.1 Group Remit: Following a discussion, it was proposed, seconded and:
RESOLVED: That the remit of the Communications Group would be extended to include Events Unanimous

2022/030.2 Group Report: Cllr Coles reported and drew attention to the following:

- Queen's Platinum Jubilee
 - The group seeks to increase their budget for the events and would be seeking funding opportunities including MBC, KCC and the big Lottery.
 - Village Hall and Old School Playing Field charges to be clarified.
 - The group would like to distribute Jubilee Commemorative medallions to all children under 16 in the village.
 - The group was planning to have a Platinum Jubilee Book for villagers to sign, the book would then be sent to The Queen for her signature before being returned to the village
 - Applications for street party road closures must be submitted before 31.03.2022.
 - Details of the Jubilee Big Lunch would be included in the DPC newsletter.
- An appreciation of thanks had been received from the Bluebells for the supportive article in the December DPC newsletter which resulted in several offers of support from villagers and a village organisation (the WI).
- Downsmail had made an offer for DPC to advertise in the publication, this was declined.
- Communication had been received regarding JADE HOBBS' 30th Birthday at the end of March, this had been forwarded to the family's fundraiser.
- The new PCSO for Detling was Anna Hick. Residents were being encouraged to report all incidents of ASB directly to the policing team.
- Social media - Simply Detling - inaccurate posts. Residents were being encouraged to report inappropriate posts and seek clarification of facts, before posting/sharing.
- Newsletter feedback had been very positive.

2022/031

Planning Matters

2022/031.1 Planning Applications: It was proposed, seconded and
RESOLVED: To comment as follows to MBC **Unanimous**

21/505963/FULL Demolition of 7no. outbuildings; erection of 1no. detached dwelling, 3no. replacement buildings to support existing rural enterprise, comprising of 1no. polytunnel with associated hard and soft landscaping, erection of a farm shop/cafe with attached machinery store, and erection of 1no. timber building. Part retrospective for the change of use of land for the keeping of livestock, retention of existing timber storage and processing yard, retention, and provision of plant nursery at Roseacre, Scragged Oak Road, Detling
OBJECTION

22/500414/FULL Demolition of existing conservatory and erection of a two-storey rear extension and replacement front porch at South View Lodge, Pilgrims Way
OBJECTION

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Date:

22/500569/DEMREQ Prior Notification for the proposed demolition of 2 no. garden outbuildings at Medway House, Pilgrims Way
OBJECTION

2022/031.2 **Maidstone Gypsy, Traveller, and Travelling Showpeople Development Plan:** MBC was in the process of preparing a Gypsy, Traveller, and Travelling Showpeople Development Plan document and that part of the process required a “Call for Sites” which was an open request for information about land and sites which might have development potential for Gypsy, Traveller and Travelling showpeople. Following a discussion, it was proposed, seconded and:
RESOLVED: That whilst the information was received and noted with interest, no action would be taken **Unanimous**

2022/031.3 **Notice of Coming into Force of Public Path Diversion Order – Public Footpath KH 61 – Pollyfields Farm (Barn), Scragged Oak Road, Detling, Maidstone, Kent, ME13 3HL:** On 15 November 2021, certification was given by KCC (PROW and Access Service) that the terms of Article 2 of the Order had been complied with thereby enabling the order to come into force.

2022/031.4 **Consultation – An opportunity to end the use of green lanes by recreational motor vehicles in Kent Downs AONB:** Government was consulting on its response to the Glover landscapes review which seeks to address the problem of recreational motor vehicles driving on green lanes, in the National Parks and AONB’s. DPC had been asked to participate by supporting new legislation. Following a discussion, it was proposed, seconded and:
RESOLVED: That DPC would support the new legislation and the Locum Clerk would respond to this effect on DPC’s behalf. **Unanimous**

2022/032 **CIC Shop Lease:** Following a discussion, it was proposed, seconded and:
RESOLVED: That this matter would be discussed at an extra meeting of the Parish Council where it would be a standalone item on the agenda. **Unanimous**
It was further
RESOLVED: That the meeting would take place within the next few weeks. **Unanimous**

2022/033 **PC Maintenance Report:** Report received and noted. DPC’s thanks were extended to Mr Taylor for his time and hard work which had been dedicatedly carried out on behalf of the village.

2022/034 **Finance**

2022/034.1 **Bank Reconciliation at 31 December 2021, 31 January 2022 and 28 February 2022:** Whilst the bank reconciliation statements were to follow, the finance status reports as at 25 February 2022 were received and noted.

2022/034.2 **Financial Transactions for Approval:** It was proposed, seconded and
RESOLVED: That the schedule of financial transactions covering the period November 2021 to February 2022 would be approved. **Unanimous**

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- 2022/034.3 Unity Trust Bank Account:** Following a discussion, it was proposed, seconded and:
RESOLVED: That DPC would set up an account with Unity Trust Bank Account
It was further **Unanimous**
RESOLVED: That the account signatories would be Cllrs Bowie, Bryant and Clayton **Unanimous**
It was further
RESOLVED: That UT would be asked to provide a debit card enabling DPC to make online purchases for small items of expenditure. **Unanimous**
- 2022/034.4 Purchase of office equipment:** It was reported that DPC currently had no office equipment or software which were essential in running the administration of the council. Following a discussion, it was proposed, seconded and:
RESOLVED: That DPC would purchase essential office equipment such as a laptop, printer, laminator, and software such as office works and excel. **Unanimous**
It was further
RESOLVED: That the Locum Clerk would source the equipment. **Unanimous**
- 2022/034.5 Purchase of Accounting Software:** It was reported that DPC's accounts were currently prepared using a spreadsheet and whilst there was nothing wrong with this method of accounting DPC could invest in a bespoke accounting package which could produce management accounting reports. Following a discussion, it was proposed, seconded and:
RESOLVED: That the Locum Clerk would research the availability of bespoke accounting software and bring recommendations to the next meeting of the council. **Unanimous**
- 2022/034.6 Funding Request from the Cricket Club:** It was reported that the Cricket Club had recently suffered storm damage to its fences and were seeking a contribution from DPC towards the cost of repairing the damage. Following a discussion, it was proposed, seconded and:
RESOLVED: That DPC would contribute £800 **By Majority**
(The Chairman used her casting vote)
- 2022/035 2022 Annual Meeting of the Parish:** Following a discussion, it was proposed, seconded and:
RESOLVED: That the meeting would take place on 03 May 2022 and would precede the Annual Meeting of the Parish Council. **Unanimous**
- 2022/036 Correspondence:** The list of items received during the period 26 January 2022 to 22 February 2022 was received and noted.

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2022/037

Correspondence from Residents

- Broken Fence, Hockers Lane between M20 and railway – Forwarded to KCC under reference 621017, KCC had carried out a site visit and ascertained that the problem was on private land.
- Request for Waste Bin at Pilgrims Way (East) – Forwarded to MBC under reference DIG401245745. This was unlikely to be progressed by MBC as they had previously considered and rejected two previous requests.
- Request for site visit re Tudor Wall: Locum Clerk responded, KCC had proposed no further action. Cllr Finn suggested the possible availability of a conservation grant, the Locum Clerk would discuss with MBC’s Conservation Officer and investigate the availability of a grant.
- Freedom of Information Requests
 - Copy of HIP & Highways TOR’s: Locum Clerk responded
 - Details of Monks Meadow Expenditure 2016 – 2022: Locum Clerk responded

2022/038

Matters for inclusion on the next agenda

- 2022/2023 Meeting Schedule
- The submission of an application to MBC for Detling Cricket Club to be recognised as an ACV.

2022/039

Matters for Consideration in Private: *There were only a few reasons as to why, legally, the public and press can be excluded from a meeting. The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies." It is generally considered acceptable to exclude the press and public if the agenda item relates to the consideration of tenders, leases, purchases of assets, for matters relating to staffing covered by the data Protection Act and to consider complaints against the council or a code of conduct complaint.* Following a discussion, it was proposed, seconded and

RESOLVED: That for the reason given above the press and public would be excluded from the council’s consideration of the following matter. **Unanimous**

Staffing Matters: An update was provided regarding discussions with the council’s solicitor. Following a discussion, it was proposed, seconded and

RESOLVED: That the Locum Clerk be given approval to accept on the council’s behalf the solicitors Terms and Conditions of business. **Unanimous**

2022/040

Date and Time of Next Meeting: Confirmed as the Annual Meeting of the Parish Council which would be held on 03 May 2022 at 7.00 p.m. in Detling Village Hall. The meeting would be preceded by the Annual Meeting of the Parish. **Unanimous**

There being no additional business, the meeting concluded at 21.00 hours

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