

Detling Parish Council
The Minutes of the Meeting of Detling Parish Council
held in the Old School Playing Field on Thursday 22nd July 2021 at 7.00pm.

Councillors present: ***Baker-Anderson***
 Bowie
 Bryant
 Clayton
 Coles
 Evernden
 Finn

Also present: Parish Clerk, Mrs Sherrie Babington, and Members of the Public.

The meeting was chaired by Councillor Bowie.

Public Comments and Observations.

Prior to the start of the meeting the Parish Council will allow Members of the public to speak. Each speaker will be given a maximum of three minutes each to raise issues with the Parish Council. Public Comment will be for a maximum of 15 minutes. The minute book will be closed during this item.

No public matters were raised.

KALC Community Award

Cllr Bowie spoke regarding the Community Award sponsored by KCC, Medway Council and KALC. The Annual Award is presented to a nominated resident in a parish to recognise their work or service to the local community.

She stated that Detling Parish Council had nominated Tony Taylor to receive the Award for Detling in recognition of his outstanding work in and around Detling for the local community.

She presented the Award to Tony Taylor on behalf of the Parish Council.

1. Apologies.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

Apologies were received from KCC Councillor Shellina Prendergast and MBC Councillor Nick de Wiggondene.

2. Declaration of Interest.

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.

Cllr Bryant informed members that he had received an invitation from Quinn Estates to attend a reception at Kent County Showground. He stated that he had declined the invitation.

To consider any Dispensation requests received by the Parish Clerk and not previously considered.

There were no Dispensations to be considered.

3. Approval of the minutes of the previous meeting.

To consider the minutes of the previous meeting and if in order sign as a true record.

The Minutes for the previous meeting were circulated to all members for consideration and approval.

It was proposed by Cllr Finn to accept the minutes from the previous meeting as a true record. This was seconded by Cllr Bryant and agreed by all present.

The approved minutes were signed and dated by the chairman of the meeting.

4. Matters arising from the previous minutes (not reported elsewhere).

Cllr Finn reported that the raised flower beds had been installed at the Community Shop as agreed at the previous meeting. He stated that these had been financed by the Community Shop and volunteer donations.

5. Financial Matters:

a. To consider the Financial Statement.

The Financial Statement was approved by Members. (Proposed Cllr Finn/Seconded Cllr Coles). Sherrie will people understand that this is proposed and seconded ?

b. To consider the 2020/2021 Accounts and Annual Return.

The 2020/21 Accounts and Annual Return were circulated to all members along with the Variances Report prior to the meeting.

The Chairman referred to these and asked members if they had any queries to raise.

No matters were raised and therefore the Chairman spoke regarding the Annual Return and asked members to consider the following points:

- i. To approve the Annual Governance Statement for 2020/22, Section 1 of the Annual Return for the year ending 31 March 2021. The Chair of the meeting and the Clerk to sign.

It was proposed by Cllr Bryant to accept and approve the Annual Governance Statement for 2020/21, this was seconded by Cllr Clayton and agreed by all present.

- ii. To approve the Statement of Internal Control in support of the Annual Governance Statement and Accounting Statements for 2020/21, Section 2 of the Annual Return for the year ending 31 March 2021 and the supporting Bank Reconciliation as of 31 March 2021 and if necessary, the explanation of the significant variations from last year (2019/20) to this year (2020/21) and the explanation of any difference between Box 7 and Box 8 on Section 2 to be sent to the External Auditor. The Chair of the meeting to sign.

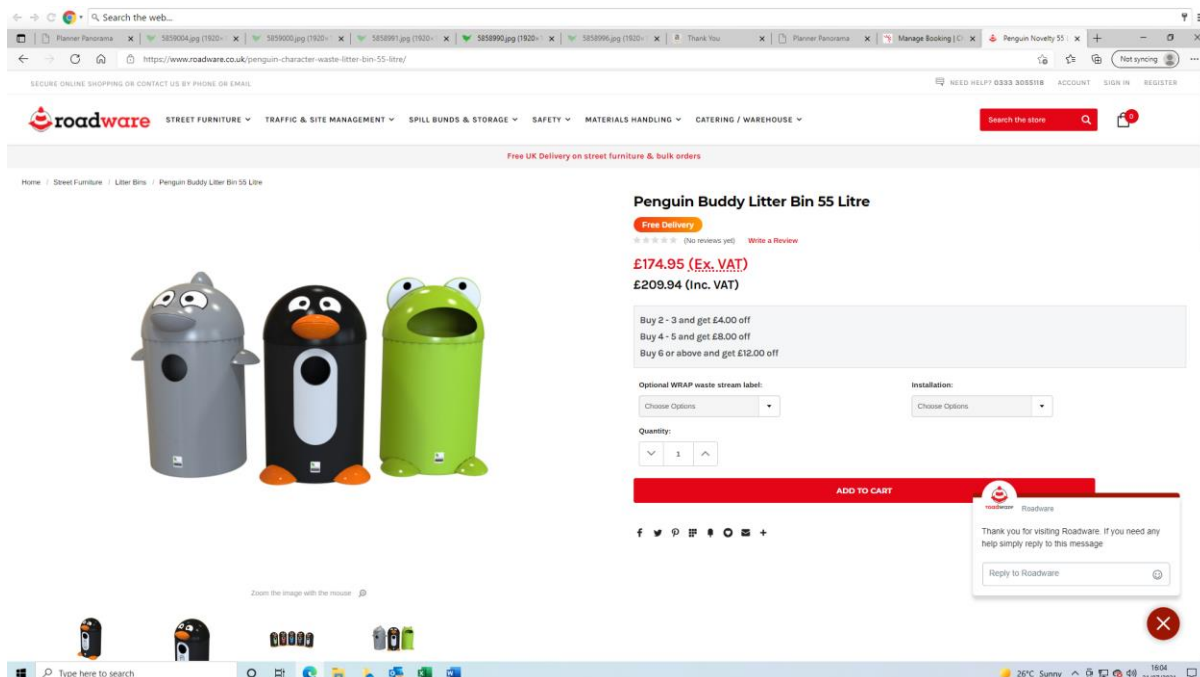
It was proposed by Cllr Bowie to approve the Statement of Internal Control in support of the Annual Governance Statement and Accounting Statements for 2020/21, Section 2 of the Annual Return for the year ending 31 March 2021 and the supporting Bank Reconciliation as at 31 March 2021 and the explanation of the significant variations from last year (2019/20) to this year (2020/21) and the explanation of any difference between Box 7 and Box 8 on Section 2 to be sent to the External Auditor. This was seconded by Cllr Coles, and agreed by

all present, with the exception of Cllr Evernden, who abstained from voting as he had only recently been elected to the PC as a Councillor.

c. Financial Report.

1. Litter bins for Old School Playing Field

Members were asked to approve a budget of up to £500 for the purchase of two litter bins as agreed at a previous meeting, and agreed the type of bin as below:



Penguin, Frog Buddy Bin 55 Ltr £174.95 + vat

Action: Members (Proposed Cllr Baker-Anderson/Seconded Cllr Bryant) agreed the expenditure for the purchase of the frog and penguin litter bins.

2. Open Spaces Committee

The Open Spaces Committee have asked full council to consider allocating them a budget of £500 for village planting and enhancement.

Action: Members (Propose Cllr Bowie/Seconded Cllr Bryant) approved this request.

3. Parish Council Communication

Following the successful publication of the Parish Councils Newsletter, the Communications Group has asked that full council consider the allocation of a £2500 budget for 21/22 to continue with communication projects for 2021/2022

Action: Members (Proposed Cllr Bryant/Seconded Cllr Finn) approved the allocation of a £2500 budget for Parish Communication.

4. Parish Council Notice Boards

Please see attached quotation for five PC noticeboards, to enhance communication with residents around the parish.

Cost £7523.78 + vat

£1000 grant contribution from KCC Councillor Prendergast

Action: Members (Proposed Cllr Bowie/Seconded Cllr Clayton) considered and approve the expenditure for the noticeboards, with the exception of Cllr Evernden who voted against the proposal.

5. Village Cricket Match

The Parish Council Communications Group has organised a Village Cricket Match in partnership with the Detling Cricket Club for 30th August 2021 and are seeking a budget of up to £500 towards the event.

Action: Members (Finn/Bowie) approved a £500 budget to support the Village event.

6. Section 101 Scheme of Delegation.

The Chairman referred to the Temporary Scheme of Delegation adopted at the previous meeting and stated that this was now due for review.

She stated that due to the uncertainty surrounding the Covid pandemic that many parish councils were adopting a permanent Section 101 Scheme of Delegation.

She proposed that the Parish Council adopted a permanent Section 101 Scheme of Delegation to cover the parish if needed.

This was discussed by members and the proposal was seconded by Cllr Bryant and was agreed by all present.

7. Clerks Report.

The Clerk's report was circulated to all members for their consideration:

Detling News

The Clerk informed members that the Detling News Editorial Team was seeking clarification as to whether the PC would continue to use the DN for its monthly newsletters. This was discussed and it was agreed that now the PC was producing its own Parish Newsletter, the DN would be used on an ad-hoc basis only .

8. Committee Reports:

a. Highways Group.

Cllr Clayton reported on the work of the Highways Group as follows:

- A traffic survey had been undertaken in March.
- Permanent HGV signs were now in place on the A249.
- Speed roundels had been installed along Hockers Lane and in The Street, funded by KCC.
- Parking issues were being looked into and the group would investigate the possibility of additional parking in the fields adjoining the Old School Playing Field.

He reported that a letter had been received from a resident asking for kerb stones along Pilgrims Way near to the Flint Wall.

He stated that the Highways Group had taken advice from KCC regarding this matter, and the professional advice had been not to proceed with this request, as any work may undermine the stability of the wall.

He stated that the PC had sent a letter of response to the resident.

b. Open Spaces Committee.

Cllr Finn reported on the work of the Open Spaces Committee and the following recommendations were put forward for the Parish Council to consider:

1. Old School Playing Field Trees.

He stated that there were a number of trees at the OSPF that were overgrown and in need of maintenance. The Open Spaces Committee therefore recommended that the PC seek advice and a quotation for tree maintenance from an arborist at Old School Playing Field.

This was discussed and agreed.

2. Doodle Bug Dig

Cllr Finn referred to the recent Doodle Bug Dig at Horish Wood and the offer from the organisers to hold a free Community Dig Event at the woodland for residents.

This was discussed and agreed.

3. Monks Meadow Management Plan.

Recommendation to seek advice from Medway Valley Countryside Partnership regarding drawing up a Management Plan for Monks Meadow.

This was discussed and agreed by members.

Monks Meadow Sewage Spill.

He reported that there had been a sewage spill at Monks Meadow due to the heavy rain.

He stated that this had been reported to Southern Water by a resident and the Clerk had followed this up with them. He confirmed that this was a reoccurring problem that happened during inclement weather, and this needed to be resolved by Southern Water. He stated that he and the Clerk would follow this up to ensure that action was taken as a matter of urgency.

Village Maintenance.

He reported on the work undertaken around the village by Tony Taylor and recorded the thanks of the PC for this work.

c. Communications Group.

Cllr Bowie reported on the work of the Communications Group.

A copy of the Terms of Reference for the Group was circulated to all present and agreed.

Cllr Bowie reported that the first edition of the Parish Council Newsletter had been published and distributed to all residents. She stated that this had been a success and positively received with good feedback by residents.

The next edition would be published in August 2021 and then after each PC meeting.

She reported on the strategy of the Communications Group to increase the visibility of the PC by various means of communication.

Members discussed the benefits of positive communication with residents.

d. Finance Committee.

The Chairman stated that the Finance Committee would continue to monitor financial matters on behalf of the PC and report back to the PC when necessary.

9. Planning Matters.**Applications Received**

- 21/501828/LBC Pollehill Farmhouse Scragged Oak Road Detling
Listed Building Consent for window and door replacements, re-rendering and re-pointing of walls, and installation of CCTV (works partially completed).
- 21/501911/FULL 31 Hockers Lane Detling Maidstone Kent ME14 3JN
Erection of single storey rear extension and porch canopy to front.
- 21/501943/FULL Magpie Bungalow White Hill Road Detling Maidstone Kent
Creation of a first floor, including erection of a part single storey, part two storey front extension, single storey infill extension, and balcony, to provide additional accommodation (resubmission of 20/504864/FULL).
- 21/502238/FULL 8 Hockers Lane Detling Maidstone Kent ME14 3JL
Erection of 2 no. front dormers.
- 21/501967/FULL Land East of Scragged Oak Road Scragged Oak Road
Demolition of existing buildings within the site and construction of two residential dwellings with associated access, parking, drainage, and landscaping.
- 21/501999/FULL Ash Farm Stables Scragged Oak Road Detling Maidstone
Part conversion of existing barn into 1no. residential dwelling with external alterations including landscaping, new post rail fencing and creation of domestic curtilage. Erection of replacement rear wall to existing outbuilding.
- 21/502637/REM Land at Woodcut Farm Ashford Road Hollingbourne Kent
Approval of Reserved Matters Phase 1 (Layout, Scale, Appearance and Landscaping) to create the development platforms across the entire site, and 23,270 sqm of flexible Use Class B1(c)/B8 employment floorspace, comprised of 7no. units on Plot A totalling 5,450 sqm (Units A3-A9) and 4no. units on Plot B totalling 17,820 sqm (Units B1- B4) pursuant of 20/505195/OUT.
- 21/503055/FULL 46 Hockers Lane Detling Maidstone Kent ME14 3JN
Proposed dormer to rear elevation to create first floor bathroom.
- 21/502875/FULL Silver Cedars Harple Lane Detling Maidstone Kent
Alterations to roof, including increase in ridge height to rear to match front with small tabletop flat roof (part retrospective).
- 21/503757/FULL Barn at Pollyfields Farm Scragged Oak Road Detling
Section 73 - Application for minor material amendment to "approved plans condition 5 (to allow alterations to garage "design) pursuant to

19/506427/FULL for - Erection of 3 "bay garage with associated turning circle and drive.

MBC Application Decisions/Appeals

21/502876/LAWPRO

Silver Cedars Harple Lane Detling Maidstone Kent ME14 3EU

Lawful Development Certificate for a proposed block and timber clad out building with flat slightly pitched roof to house a small pool.

Application Permitted

21/501999/FULL

Ash Farm Stables Scragged Oak Road Detling Maidstone Kent ME14 3HN

Part conversion of existing barn into 1no. residential dwelling with external alterations including landscaping, new post rail fencing and creation of domestic curtilage. Erection of replacement rear wall to existing outbuilding.

Application Refused

21/502654/SUB

3 Hockers Lane Detling ME14 3JL

Submission of details pursuant to conditions 2 (materials); 4 (boundary treatments); and 8 (renewable/low-carbon sources of energy details) of application 20/502716/FULL.

Application Permitted

10. External Reports:

a. KCC Councillor Report.

Apologies were received from KCC Councillor Prendergast.

b. MBC Councillor Report.

Apologies were received from MBC Councillor de Wiggondene-Shepperd.

c. Maintenance Report.

The Maintenance report was received from Tony Taylor.

It was reported that the batteries and pads needed replacement on the Parish Defibrillator. The Clerk had arranged for these to be replaced by an authorised repairer, who also offered an annual maintenance contract at a cost of £189 per annum. This was discussed and it was agreed that Detling PC would take out the annual maintenance cover to ensure that the defibrillator was maintained and checked regularly.

11. Princes Way Alleyway.

The Chairman reported that a full update on the action taken regarding the closed alleyway had been published in the Parish Newsletter. She stated that the Planning Committee and Highways Group had been working together to try to resolve this issue.

The next stage was for the PC to submit a formal application to seek to have it registered as a PROW.

She stated that there was a formal process that needed to be followed to submit an application to the PROW Area Manager at KCC, and this needed to be supported by evidence from users stating that it was an established footpath. The evidence needed to be submitted on an official form along with the application.

She stated that details on how the form could be obtained by residents had been published in the Detling Parish Council Newsletter.

Concerns were raised regarding how the form would be obtained by residents that did not have internet access. This was discussed and it was agreed that members would supply paper copies of the forms to residents on request if necessary.

Cllr Bowie stated that the application process could take several years and there was no guarantee that there would be a positive outcome. She stated that the deadline for submitting evidence to the PC was 8th September 2021, this would then enable the PC to collate the documentation for the application to be submitted to KCC.

12. Village Cricket Match.

Cllr Bowie reported that the Village Cricket Match was planned for Monday 30th August.

13. Items for the next Agenda.

No matters were raised.

14. Date of next meeting.

Tuesday 7th September 2021.

There being no further business to discuss the meeting was closed to the press and public at 20.55pm.

Signed: _____

Chairman

Dated: _____