

**The Minutes of the Meeting of Detling Parish Council
held on 3rd March 2020 at 7.00pm in Detling Village Hall.**

Councillors present: *Bowie
Clayton
Coles
Finn*

Also, present: Parish Clerk, Mrs Sherrie Babington, MBC Councillor Nick de Wiggondene-Shepperd and Members of the Public.

The meeting was chaired by Councillor Bowie.

Councillor Bowie opened the meeting and read out a statement regarding the recording and filming during the meeting.

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 Parish Councillors Baker-Anderson and Bryant, KCC Councillor Shellina Prendergast.

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.

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

No interests were declared.

There were no Dispensations to be considered.

3. Public Comments and Observations.

The meeting is adjourned to enable members of the public to raise issues with the Parish Council. Public Comments and Observations will last a total of 15 minutes with each speaker being given a maximum of 3 minutes to speak.

The meeting was adjourned at 7.05pm.

The following matters were raised by members of the public:

- Proposed speed cameras in Hockers Lane.
- Possible enforcement matter on Harple Lane.

The meeting was reconvened at 7.28pm.

4. **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 from the following meetings were circulated to all members for consideration and approval.

29th January 2020 – It was proposed by Cllr Clayton to accept the minutes from the 29th January 2020 as a true record. This was seconded by Cllr Finn and agreed by all present.

4th February 2020 – It was proposed by Cllr Bowie to accept the minutes from the 4th February 2020 as a true record. This was seconded by Cllr Clayton and agreed by all present.

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

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

Bonfires in the Parish – The Chairman stated that following the last meeting where bonfires were raised as an issue, the Parish Council had liaised with Borough Councillor Nick de Wiggondene-Shepperd regarding this matter and he had confirmed that Maidstone Borough Council had no plans to review its policy on bonfires.

6. **Financial Matters.**

a. To approve the payment of accounts (list to be supplied at the meeting)

The Clerk circulated a financial statement to all members for their consideration and asked for approval of an additional cheque for £355 for the appointment of the HR Consultants, this being cheque ending 502. She reminded members that the appointment of the HR Consultant was approved at the previous Parish Council meeting.

This was considered by members and the cheques for payment were authorised and approved by members. (Coles/Finn)

The cheques and invoices were then signed by two authorised signatories.

b. To note the bank account balances as circulated in report supplied at the meeting.

The balances of the Parish Councils bank accounts were noted by members.

<u>Bank Balances excluding payments to be authorised</u>			
Co-operative Current Account - 28 February 2020			£ 58,946.83
Co-operative Deposit A/C			£ 1,505.87
Total of all Bank Accounts			£ 60,452.70
<u>Monthly Repayment of CIC Loan £174.14</u>			
<u>Earmarked Reserves (held in Current Account)</u>			
Election Costs	£ 4,500.00		
	£ 4,500.00		

c. To consider any Grant Applications.

No applications were considered.

7. Planning Matters.

a. To consider all Planning Applications received.

20/500410/FULL The Nook Harple Lane Detling Maidstone Kent ME14 3EU
Conversion of existing garage and store to annex.

20/500078/FULL 7 Orchard View Detling Maidstone Kent ME14 3NR
Creation of raised rear decking area (part retrospective).

20/500514/FULL Silver Cedars Harple Lane Detling Maidstone Kent
Erection of a first-floor side extension, two storey rear extension and detached pool house, including conversion of existing garage to habitable space.

20/500885/FULL 20 Queensway Detling Maidstone Kent ME14 3LA
Erection of a two-storey side/front extension.

b. To note MBC Decisions.

19/506427/FULL

Barn at Pollyfields Farm Scragged Oak Road Detling Maidstone Kent ME14 3HL
Erection of 3 bay garage with associated turning circle and drive.
Application Permitted

c. To consider any Appeals and Enforcement Matters.

No matters were reported.

d. MBC Call for Sites.

No matters were raised.

8. Highway Matters.

Cllr Coles stated that she had written to KCC regarding Hockers Lane road surface, but this was not deemed to be in a poor enough condition for them to take immediate action. She stated that she would follow this up with KCC.

It was reported that the new *Drive Carefully* signage had been delivered from the RBL, however no brackets had been supplied. Cllr Finn stated that he would follow this up with the Royal British Legion.

9. Reports from External Parties.

a. KCC Councillor Report.

Apologies were received from KCC Councillor Prendergast.

b. MBC Councillor Report.

MBC Councillor de Wiggondene-Shepperd gave his report to the meeting.

He reported on the MBC Call for Sites and the proposed development for the Borough. He stated that MBC would not be making its decision on the Call for Sites until next year.

He spoke regarding the Coronavirus outbreak and stated that MBC had plans in place should this escalate.

Cllr Bowie thanked Cllr de Wiggondene-Shepperd for his report.

Cllr Finn thanked him for his support and contributions towards the Community Shop.

c. Maintenance Report.

Tony Taylor gave his report to the meeting on the maintenance that he had undertaken around the parish.

He reported that the drains were still blocked in Queensway and Princes Way.

Action: Clerk to report to Kent Highways.

He stated that he had planted donated daffodils at the access points to the village.

He reported that he was currently undertaking to litter picks a week in the parish on a Monday and a Friday.

Fire Hydrants – Mr Taylor reported that he had undertaken the audit of the fire hydrants and the Clerk had reported this to Kent Fire and Rescue, but to date he had received no feedback. The Clerk stated she would liaise with Kent Fire and Rescue regarding this matter.

Action: Clerk to progress.

The Chairman thanked Tony Taylor for his work for the parish.

d. Police Report.

PCSO Matt Adlington gave his apologies to the meeting.

10. Parish Council Reports.

a. Clerk's/Correspondence Report.

To consider items of correspondence received relevant to the Parish Council.

The Clerks report was noted by members.

South & South East in Bloom

South & South East in Bloom, the regions largest environmental competition, introduced Parishes in Bloom in 2018. The idea being to encourage Parishes to become involved in South & South East in Bloom.

20 Parishes entered in 2019, and we are hoping for more this year, all achieving either a Silver, Silver Gilt or Gold award. Proving Parishes are thriving and being well managed with the environment in mind and working with local people and business to make their community attractive and well maintained for all to see.

In 2019 Parishes in Bloom became a permanent category in South & South East in Bloom. This category allows for an assessors visit to see what is being achieved under a modest and easy to

follow criteria, the assessment is low key with Assessors giving feedback to support further improvement if needed and of course for first time entrants its free to enter.

There is no expectation for Parishes to be awash with hanging baskets and window boxes just an honest approach to caring for their Parish and its environs. Of course, we would like to see attractive front gardens, shop frontages, well-kept churchyards and village greens, natural areas and all litter-free.

Assessors visit between mid-June to mid -July and spend an hour to identify the work of the Parish under the simple assessment criteria. The aim of the criteria is to see what is being achieved and for Parishes to consider if getting involved in the wider Britain in Bloom movement along with 1,000's of other communities UK wide would help support local environmental improvements. .

All entries are invited to the South & South East in Bloom awards in September to receive recognition for their hard work in the form of certificates and a trophy for the best Parish.

This year marks the 80th anniversary of the Battle of Britain and as this was fought predominantly across our region it seemed fitting that this should be our 2020 theme.

The S&SEiB seminars are on 17th March at the Eastchurch Village Hall, Eastchurch & 20th March at The Assembly Room, Chichester.

*For an entry form or more details of the seminars, call or email South & South East in Bloom at the address below or alternatively (and easier) enter on-line by going to www.inbloom.org.uk and click on **Entry Form** which is the fifth tab along (which is coloured pink on your screen), then on **South & South East Parish in Bloom 2020**.*

This was discussed and it was agreed that the criteria for the Village in Bloom Competition should be circulated to all councillors for further consideration.

Action: Clerk to progress.

b. Chairman's/ Councillors Report.

Members who have attended any meeting on behalf of the Parish Council are invited to give their report to the meeting.

Cllr Bowie stated she has been contacted by the Jades Crossing Trust who were asking if the Parish Council had a piece of land that they could make into a small memorial garden and plant and maintain at their cost.

This was considered by members and it was suggested that the land next to the pub may be appropriate for such a project. It was agreed that Cllr Bowie should liaise with the Trust to seek further details.

Cllr Clayton reported on the recent KALC Meeting he had attended.

c. Open Spaces Report.

Cllr Finn reported on the Open Spaces Committee meeting and the recommendations from this.

He stated that the Parish Council had sought quotations for the 2020 maintenance contract and two contractors had been shortlisted to be reviewed by the Open Spaces Committee.

Horish Wood Maintenance Contract – Cllr Finn reported that the Open Spaces Committee had considered two potential contractors for the maintenance contract for Horish Wood and the recommendation by the Committee was to appoint Medway Valley Partnership from April 2020, subject to a meeting to confirm the programme of works.

The Open Spaces report was circulated to all members for their consideration and the Chairman reminded all members that this was within the budget allocation for 2020.

Cllr Finn proposed the appointment of Medway Valley Partnership for the maintenance of Horish Wood, this was seconded by Cllr Coles and agreed by all present.

Action: Meeting to be arranged with Medway Valley Partnership.

Cllr Finn reported that he was in the process of applying for a Rural Agency Grant for Horish Wood and if successful this would be a grant of £1300 a year over a five-year period.

A discussion took place regarding the Volunteer Policy and the Clerk was asked to follow up the outstanding forms.

Other Committee Reports.

No matters were raised.

11. Energy Supplier for Detling.

No matters were reported.

12. Neighbourhood Plan.

Cllr Bowie stated that the Parish Council had now formally agreed to undertake a Neighbourhood Plan and to date two volunteers had come forward to assist with this. She stated that the next step was for a Public Meeting to be held to set up a NHP Group to take this forward.

13. Resilience Plan for Detling.

Cllr Finn reported that the Parish Council was in the process of drafting a Resilience Plan for Detling, this covered twelve possible incidents.

He stated that there was a need for the Parish Council to hold a register of vulnerable people in Detling and for a point of contact to be designated to liaise with residents.

This was discussed and the following actions were agreed:

- A register of vulnerable people in Detling would be collated.
- Appoint a number of liaison officers with specific responsibilities.
- Establish street contacts.
- Establish a list of residents with specific professional skills.

It was agreed that Cllr Finn would place an item in the Detling News and forms in the Village Shop to progress this.

Action: Cllr Finn to progress.

14. Bus Service for Detling.

The Chairman stated that the Parish Council had concerns regarding the bus service for Detling and a letter had been written to Arriva regarding this, however to date no response had been received.

It was agreed that this matter should be followed up by the Clerk.

Action: Clerk to progress.

15. Villager of the Year Award.

The policy regarding the Villager of the Year Award was circulated to all members.

It was agreed that this would be amended to ensure that applicants were associated with the village and the recipient would be selected by counting the number of votes received.

Action: Clerk to progress.

16. PC Communication and Website.

The Clerk informed members that she had sought two quotations for the new parish website and these were circulated to members.

It was agreed to progress the new website with HugoFox as this met the criteria of the accessibility requirements.

The Clerk was asked to progress this with the Webmaster.

Action: Clerk to action.

Cllr Finn spoke regarding the Parish Councils communication with residents and stated that there was a need for more proactive communications.

He stated that Cllr Baker-Anderson had expressed an interest in assisting with the website and communication.

17. Items for the next Agenda.

- Parish Council Policy Review.
- Liaison with the new Primary School.

18. Date of next meeting.

Tuesday 7th April 2020 in the Meeting Room of Detling Village Hall at 7.00pm.

There being no further business to discuss the meeting was closed to the press and public at 9.25pm.

The meeting was closed at 10.00pm.

Signed: _____
Chairman

Dated: _____