



## **Minutes of the Annual Parish Council Meeting held on Tuesday 6 May 2025 in the Meeting Room, Detling Village Hall**

Present: Cllr Clive English (Chairman), Cllr Steve Jubb, Cllr Laura Maclaren and Cllr Stephen Thompson;  
and Mrs Wendy Licence (Clerk).

Also present were ten members of the public.

Cllr English welcomed everyone to the meeting

### **1. Election of Chairman**

It was **AGREED UNANIMOUSLY** that Cllr English be elected as Chairman.  
Cllr English signed his Declaration of Acceptance of Office in the presence of the Clerk.

### **2. Election of Vice Chairman**

Cllr English **PROPOSED** the Council fill the vacancies on the Council before appointing a Vice Chairman: **AGREED UNANIMOUSLY**.

### **3. Apologies.**

Apologies had been received from Cllr Chris Houlihan (personal).

### **4. Declaration of Interest. or Lobbying**

None were declared.

### **5. Dispensations**

There were none.

### **6. Items to be taken in closed session**

None identified.

### **7. Committees and Working Groups**

#### **a) To Appoint Members to the Highways and Transportation Working Group**

It was **AGREED UNANIMOUSLY** to appoint Cllr Clive English, Cllr Houlihan and Cllr Laura Maclaren to the Working Group with Cllr Steve Jubb as substitute Member.  
The Council will seek resident member of the Working Group

#### **b) To Appoint Members to the Open Spaces Working Group**

It was **AGREED UNANIMOUSLY** to appoint Cllr Clive English, Cllr Jubb, Cllr Laura Maclaren, Mr Daren Seal, Mrs Donna Seal and Mr Tony Taylor to the Working Group.

## **8. To Appoint Representatives to External Bodies**

### **a) To confirm KALC representatives**

It was **AGREED UNANIMOUSLY** that Cllr Maclaren and Cllr Thompson be the Parish Council's representatives at KALC Maidstone Area Committee meetings with Cllr English being a substitute Member.

### **b) To confirm Village Hall Management Committee representative**

It was **AGREED UNANIMOUSLY** to appoint Cllr Jubb as the Parish Council's representative on the Village Hall Management Committee

### **c) To confirm Co-ordinated Parishes Traffic Group representative**

It was **AGREED UNANIMOUSLY** to appoint Cllr Maclaren as the Parish Council's representatives on the Coordinated Parishes Traffic Group

### **d) To confirm and update Councillors areas of Interest**

To be updated by circular.

### **e) To confirm Speed Watch representative**

It was **AGREED UNANIMOUSLY** to appoint Cllr Jubb as the Parish Council's representative on Speed Watch

## **9. To Adopt the Scheme of Delegation**

It was **AGREED UNANIMOUSLY** to update the language of the document and to adopt the Scheme of Delegation as amended.

## **10. Approval of the minutes of the meeting held on 1 April 2025**

### **a) To consider the minutes of the previous meetings and if in order sign as a true record.**

It was **AGREED UNANIMOUSLY** to accept the minutes of the Parish Council Meeting as a true record. Cllr English duly signed the minutes.

### **b) Matters arising from the minutes (except those issues appearing under specific headings)**

Detling Facebook page- in progress.

Pollution monitoring- Duncan Haynes and Stuart Maxwell are looking into this.

## **11. Visitors**

Cllr English reported that there was no County Councillor report following the election; purdah was prior to that, Maidstone Borough Council was also affected by purdah as there were no meetings.

### **a) Borough Councillor**

MBCllr Thompson reported there had been communications regarding the fly tipping of commercial waste and ongoing transport issues and diversions. There is a Gypsy and Traveller Consultation on the Borough Council website. The planning application for Woodville was withdrawn by the applicant. Significant progress has been made regarding Court Farm, waste crime and planning enforcement has been vigorously involved, information from residents has been significantly helpful. A residential building in Cox Street was destroyed by fire, the structure is dangerous and children must be kept away from this.

With the proposed re-organisation of Local Government, it is important for local people to come forward to the Parish Council.

Cllr Maclaren reported that she has requested a meeting with the new County Councillor as soon as possible to discuss the important issues for the village, the Parish Council needs to lead the way.

b) County Councillor

The new County Councillor will be invited to attend meetings.

**12. Correspondence**

a) Letter from the Village Hall Management Committee regarding the new lease- matter being progressed.

b) Letter of thanks from Detling Short Mat Bowls Club for the grant.

**13. Planning**

a) To receive an update

Cllr Thompson reported that the Maidstone Borough Development Plan is now on public view.

b) Ref: 25/501241/FULL

Address: Mount House Scragged Oak Road Detling Kent ME14 3HB

Proposal: Conversion of an existing garage into an ancillary habitable space.

Councillors considered the application and had no comment to make.

c) Ref: 25/501420/FULL

Address: Tawanda Pilgrims Way Detling Kent ME14 3JY

Proposal: Conversion of an outbuilding to a holiday let including alterations to fenestration and associated parking.

Councillors considered the application and had no objections to the proposal.

**14. Financial Matters:**

a) Finance report

The Clerk reported that the Council has received £1000 from the Parish Council Support Scheme and this will be given to the church towards the cost of the Men's Breakfasts, Coffee Mornings and Ladies Afternoon Tea. Information is being gathered for a second grant application for the play area.

Cllr English thanked the Clerk.

b) Invoices for payment

500204	Lee Harrison	Re-issue chq 500198			<b>£332.00</b>
500205	Detling Parochial Church Council	Parish Council Support Scheme	1000.00		<b>£1,000.00</b>
500206	DCK Payroll	Payroll	30.00	6.00	<b>£36.00</b>
500207	Administration	Expenses Fasthosts domain name (28.78) MicroSoft 365 (84.99) Laptop Doctor (60.00)	72.30 23.98 70.82 60.00	4.80 14.17	<b>£246.07</b>
500208- 9	Staff costs				
500210	Trevor Muller Playground Inspections Ltd	Operational Inspection	50.00	10.00	<b>£60.00</b>
500211	Mr P Waring	Grounds maintenance	775.80	155.16	<b>£930.96</b>

500212	KALC	Training	100.00	20.00	<b>£120.00</b>
500213	Gullands LLP	Costs on account			<b>£600.00</b>
500214	Mr D Humphrey	Reimbursement of framing fee			<b>£50.00</b>

Cllr Thompson **PROPOSED** to make the payments: **SECONDED** by Cllr English: **AGREED UNANIMOUSLY**

c) Review of Financial Regulations

It was **AGREED UNANIMOUSLY** to review the Finance Regulations.

Cllr English will circulate the draft document.

### 15. Highways

Cllr Maclaren reported that KCC Highways has submitted a quotation for the *No Through Road* sign. The cost for the Speed Indicator Device will be shared with all parishes, Bearsted and Hollingbourne still need to consult with residents.

Cllr English **PROPOSED** to accept the quotation for the *No Through Road* sign £335; the design fee for the 20mph speed limit £1124; and the Speed Indicator Device £3373: **SECONDED** by Cllr Thompson: **AGREED UNANIMOUSLY**.

Cllr Maclaren inform Members that she and Cllr English will meet with Jeff Kitson, Maidstone Borough Council Parking Services Manager, to discuss parking issues in the village.

Cllr English thanked Cllr Maclaren for her sterling work and report.

### 16. Open Spaces

Cllr Maclaren reported that another grant application will be submitted for the play area. The young people in the village have been consulted regarding the type of equipment they would like and this has been discussed by the Open Spaces Working Group. The project will go out to tender. Signage for the play area is being ordered; following repairs, the multi play tower has been re-opened and regular inspections are being carried out. The new notice board will be installed. Trees at the playing field will be pruned and there will be bulb planting in the autumn.

Cllr Thompson said concern has been raised regarding dog fouling in Horish Woods and Monks Meadow. Advice for a management plan can be obtained.

*# A resident asked if a parking scheme in the village can be progressed.*

Cllr Maclaren said the issue is commuters and this needs to be addressed without affecting others in the village. The Rochester Bridge Trust has been approached for land for a car park, the problem is the cost, that Parish Council does not have the budget for this. Options will be discussed with Jeff Kitson.

Cllr English thanked Cllr Maclaren for her report.

### 17. To consider Assets of Value to the Community

Cllr English informed Members that his report is nearing completion.

Cllr Maclaren raised concern about contact received regarding Rural Exception Sites.

*ACTION: Item for next agenda.*

### 18. Date of Next Meeting – Tuesday 3 June 2025

Cllr English thanked everyone for attending.

There being no further business, the meeting closed at 9.05pm

Signed as a true record of the meeting:

Chairman

Date: 3 June 2025