



BOXLEY PARISH COUNCIL

www.boxleyparishcouncil.org.uk

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To Parish Councillors, members of the public and press.

25 February 2013

It has not been possible, due to limitations on this website, to include some documents. Copies can be obtained by contacting the parish office. The parish council apologises for any inconvenience.

Members are hereby summoned and notice is given that a **Meeting of the Parish Council** will be held at **Weaving Village Hall, Weaving Street ME14 5JP** on **Monday 4 March 2013**, commencing after the Annual Meeting of the Parish at 7.30 p.m., when it is proposed to transact the following business:

Time guide

1. **Apologies and absences.**
To receive and accept apologies for absence.
 2. **Declaration of Interests or Lobbying.** (1 min)
Members are required to declare any interests or lobbying on items in this agenda.
 3. **Minutes of the Parish Council Meeting of 28 January 2013.** (2 mins)
To consider the minutes of the meeting and if in order to sign as a true record (pages 3-5).
 4. **South East Water.** (15 mins)
To receive a presentation about the installation of water meters.
 5. **Matters Arising From the Minutes.** (3 mins)
 - 5.1 Minute 2506/4.1 Walderslade Woods Village Green: register number is VG266.
 - 5.2 Minute 2506/4.3 Speedwatch: see report (page 5).
 - 5.3 Minute 2507/8 Precept and budget: see report (page 5).
 - 5.4 Minute 2507/9 Cuckoo Wood: land valuation awaited from the Bona Vacantia Division.
 - 6 **Report from the PCSO and Police Issues.** (5 mins)
Crime statistics: see report (page 5).
- To adjourn to enable members of the public to address the meeting.** (10 mins)
- 7 **Draft Minutes of Recent Committee Meetings.** (6 mins)
For the parish council to receive the minutes. Members are allowed to ask questions of the Committee Chairmen but may not initiate a discussion.
 - 7.1 Environment Committee meeting 28 January 2013 (pages 6-7).
 - 7.2 Environment Committee meeting 29 January 2013 (pages 7-8).
 - 7.3 Environment Committee meeting 11 February 2013 (pages 8-12).
 - 7.4 Estates Committee meeting 12 February 2013 (pages 12 – 15).
 - 8 **Finance.** (5 mins)
 - 8.1 To note payments made out of meeting 29.01.13 – 25.02.13 (pages 20).
 - 8.2 To note receipts for the period 22.01.13 – 25.02.13 (pages 21).
 - 8.3 Account balances as at 25.02.13 (page 22).
 - 8.4 To authorise payments of accounts (list to be supplied at meeting).
 - 9 **Land at Sandy Lane, Boxley.** (3 mins)
The legal paperwork is being progressed by the solicitors. Should any confidential

information be received of which the parish council needs to be notified, the Chairman will move to exclude the public and press for the duration of the item.

- 10 Policies and Procedures Review.** (8 mins)
- 10.1 Equal Opportunities Statement: see report (page 15).
 - 10.2 Replacement Procedure (for project not managed by parish office): see report (page 15 - 16).
 - 10.3 Standing Orders: see report (page 16).
- 11 Matters for Decision.** (5 mins)
- 11.1 A GLOBAL AIRPORT FOR KENT? Conference at County Hall, Maidstone on Friday 22 March 2013 commencing at 9.30am (Registration from 8.45am) (e-mail 17/02/13)
 - 11.2 School fetes see report (page 16).
 - 11.3 KALC training (e-mail 25/02/13).
- 12 Reports from Borough and County Councillors.** (10 mins)
- To allow councillors to report and discuss matters affecting the parish.
- 13 Reports from councillors/office.** (9.30)
- Representatives who attended any meeting on behalf of the parish council are invited to give a brief summary.
- 13.1 KALC Legal & Finance Conference 01/02/13: Chairman's attached (page 16-17).
 - 13.2 KALC Maidstone 06/02/13 meeting: Cllr Bob Hinder report enclosed for members.
 - 13.3 MBC Parish Conference 9 February: Cllr Brooks report attached (page 17-18).
- 14 Matters for Information.** (9.36)
- 14.1 Celebrating Boxley Warren report (page 18-19).
 - 14.2 Rural News 126 (e-mail 21/02/13).
 - 14.3 School visit: see report (page 19).
 - 14.4 Dog watch posters see report (page 19).
 - 14.5 Mid Kent Downs Steering Group meeting Thurs. 21 March 2013 at 10.30 am at Wormshill Village Hall.
- 15 Next Meeting.** (9.37)
- Monday 2 April 2013 at Tyland Barn, Sandling ME14 3BD. Councillor requests for agenda items are to be submitted no later than 30 March 2013.

Clerk to the Council.

Items to be returned to a future agenda: Quality Parish Council application.
In accordance with policy the meeting should close no later than 9.30 pm but the Chairman has power to extend it by 30 minutes.

Item 3 Minutes of the Meeting of the Parish Council held at the Beechen Hall, Wildfell Close, Walderslade, on Monday 28 January 2013 commencing at 7.33

Councillors present: Mr Ivor Davies (Chairman), Mrs P Brooks, Mr Vic Davies, Mr P Dengate, Mr T Harwood (arrived during item 4.2, left again with apologies at item 12.1), Mr Bob Hinder, Mrs Wendy Hinder, Mr D Holmes, Mrs K Macklin, Mr K Perry, Mr G Smith, Mrs A Spain, Mr A Springate, Mr P Sullivan and Mrs M Waller together with the Clerk, Borough Councillor Butler, and 2 members of the press/public.

1. Apologies and absences.

PCSO Hawthorn. Cllr Harwood apologised as he might have to leave early as he was 'on call duty' for KCC.

2. Declaration of Interests or Lobbying.

Cllr Spain notified members that she had a Pecuniary Interest in item 11.

3. Minutes of the Parish Council Meeting of 3 December 2012.

The minutes of the meeting were **agreed** and **signed** as a correct record.

4. Matters Arising From the Minutes.

4.1 Minute 2487/4.1 Round Wood/Walderslade Woods: members **welcomed** the registration of Walderslade Woods as a village green and thanked the Clerk for all her work on this matter over the past eight years.

4.2 Minute 2487/4.2 Weaving Diamond Jubilee Orchard: the Chairman and Vice-Chairman signed the legal agreement for the lease of the land.

4.3 Minute 2487/4.4 Speedwatch: **noted** a date would be arranged.

4.4 Minute 2489/12.4 Parish Tour: members asked that Cuckoo Wood and Lordswood Lane be added to the itinerary.

5 Report from the PCSO and Police Issues.

Noted and received the Crime statistics. Cllr Bob Hinder suggested that the stolen wheelie bin may have been swallowed by the refuse lorry along with the rubbish, as this had happened to him and his neighbour. **Action: notify PCSO Hawthorne**

The meeting was adjourned at 7.44 pm to allow a member of the public to inform members that the KCC salt bin for Chatham Road, Sandling, had not arrived. Cllr Dengate added that a salt bin installed in Lordswood did not have the 'for use on the public highway only' notice. The Clerk was asked to contact KCC. It was also reported that serious dog fouling was happening along Chatham Road, Sandling. The Clerk was asked to liaise with the resident about dog fouling signs and also notify MBC. **Action: office.** The meeting reconvened at 7.46 pm.

6 Draft Minutes of Recent Committee Meetings.

Noted and Received:

6.1 Environment Committee meeting 3 December 2012. Cllr Perry pointed out that changes agreed at the Environment Committee were not shown in the reproduced minutes. **Action: office.**

6.2 Environment Committee meeting 10 December 2012.

6.3 Estates Committee meeting 11 December 2012.

6.4 Environment Committee meeting 7 January 2013. Cllr Perry pointed out that changes agreed at the Environment Committee were not shown in the reproduced minutes. **Action: office.**

6.5 Finance Committee 8 January 2013.

7 Finance.

Noted and Received:

7.1 Payments made out of meeting 03.12.12 – 21.01.13. Appendix A.

7.2 Receipts for the period 27.11.13 – 21.01.13. Appendix B.

7.3 Account balances as at 21.01.13. Appendix C.

7.4 Authorised payments of accounts. Appendix D.

7.5 Parish councillor financial audit: Cllr Dengate offered to undertake the work.

Action: Clerk and Cllr Dengate.

8 2013/2014 Precept and Budget.

After giving members an opportunity to highlight any concerns over the budget the chairman proposed that **"the Finance Committee's recommendation that the 2013/2014 budget be adopted is accepted"**. This was **unanimously agreed**.

Members **received** the advice from MBC, which had arrived only on 25 January, that total funding from the Parish Services Scheme would be £14,244. Members noted that this was better than expected but asked the Clerk to check whether it included the £400 payment for having a play area.

As only the £550 for noticeboards previously confirmed by MBC had been included in the budget recommended by the Finance Committee, members considered how to incorporate the additional £13,694 income. As a majority indicated that they wished to reduce the Finance Committee's precept recommendation by the amount received from MBC, the chairman proposed, seconded by Cllr Bob Hinder that **"The budget be adopted with a precept of £100,988 being set."** Agreed (11 for and 4 abstentions). The Chairman and Clerk signed the MBC Precept Requirement paperwork.

9 Cuckoo Wood.

Members **received** the Clerk's briefing note. Cllr Harwood suggested that, rather than outright purchase, the parish council could enter into a similar agreement to that for Horish Wood, namely to become part of a consortium that would apply for funding to purchase/manage the land. Discussion then took place on how many parish residents would benefit; the importance of Ancient Woodland and environmental issues. Cllr Harwood proposed, seconded by Cllr Dengate that **"the parish council applies for a value for the land from the Bona Vacantia Division in order that discussion can take place with interested parties"**. This was **agreed** (7 for, 3 against and 5 abstentions).

10 Solar Panels at Beechen Hall.

Cllr Smith addressed the meeting on the importance of renewable energy; rising utility costs; and the need to set an example for parishioners. Lengthy discussion then took place covering the 'invest to save' ethos; reports of below-forecast power generation; maintenance issues; tariffs and predicted income; and current financial constraints. Cllr Vic Davies proposed seconded Cllr Smith "that Boxley Parish Council releases up to £7,000 from its reserves to pay for the installation of solar panels at Beechen Hall". The proposition was defeated (5 for, 9 against and 1 abstention).

11 Land at Sandy Lane, Boxley.

Noted the legal paperwork was being prepared by the solicitors.

12 Policies and Procedures Review.

12.1 Review of the Policies and Procedures Calendar 2013–2014: **agreed**.

12.2 Member numbers for committees: **agreed** no change to current numbers.

13 Matters for Decision.

13.1 The date of the annual meeting of the parish was **agreed** as 4th March 2013.

13.2 **Agreed** the Police quarterly newsletter would be supplied to members via e-mail, or paper copy if requested.

13.3 Parishes Police Forum meeting will be 25th April 2013 at Headcorn; the Chairman to attend. Members **noted** details of the Police Community Event being held on Saturday 23rd March in Hollingbourne. **Action: Cllr Ivor Davies.**

14 Reports from Borough and County Councillors.

Cllr Butler gave a report on matters relating to the parish including notification that there was a vacancy on the MBC Audit Committee for an independent member. He had been informed that some external funding may become available for parish

councils and he would keep monitoring the situation and advise the council on any developments.

Members received Cllr Wendy Hinder's written report and it was noted that she had finally managed to get the salt bins installed at Lordswood but that she was concerned at the amount of time it had taken.

15 **Reports from councillors/office.**

The reports were **received**.

- 15.1 Report on Protect Kent – Maidstone Committee AGM held in County Hall on 5th December, Cllr P Brooks.
- 15.2 Cllr Brooks Report on my visit to the NEXT presentation at the Hilton Hotel, Cllr P Brooks.
- 15.3 CPRE Meeting – AGM for Protect Kent, Cllr P Brooks.

16 **Matters for Information.**

- 16.1 KALC December Parish News
- 16.2 Rural News issue 124.
- 16.3 Kenward Trust Newsletter.
- 16.4 Thank you, for the grant, letter from Victim Support.
- 16.5 Kent Downs AONB E Bulletin Dec 2012.
- 16.6 KCC Inside Track Nov 2012 issue.
- 16.7 CPRE Fieldwork magazine Winter 2012.
- 16.8 ACRK Oast to Coast Winter 2012.
- 16.9 KALC Maidstone Committee minutes November 2012.
- 16.10 Parishes Police Forum 25/01/13 minutes.
- 16.11 Rural News issue 125.
- 16.12 'Meet Your Police Commissioner' Event on Wednesday 20 February 2013 at the Oakwood Hotel, Maidstone.

17 **Next Meeting.**

Monday 4 March 2013 at Weaving Village Hall, Weaving Street.

Meeting closed at 9.28 p.m.

Item 5 Matters Arising From the Minutes *Purpose of item: information.*

Item 5.2 Speedwatch: The date for training has been rearranged to 19 March 2013; the February date was unsuitable for the majority of interested people.

Item 5.3 Precept and budget: MBC has confirmed that the parish council will not receive a grant for the play area at WDJ Orchard as MBC maintains its own play areas in Grove Green.

Item 5.4 Cuckoo Wood land: Bona Vacantia Division has replied that the land in question was disclaimed in 2007 and has now reverted to the Crown Estates; a letter has been sent to that office.

Item 6. Crime statistics for Boxley 20/01/2013 to 20/02/2013. *Purpose of report; information.*

Theft.

29/01/2013, Tesco's Store, Weaving, Theft of a Pedal Cycle.

Theft from a motor vehicle.

21/01/2013, Walderslade Woods Road, Items stolen.

29/01/2013, Tollgate Way, Sandling, Items stolen, left on display overnight.

04/02/2013, Autumn Glade, Chatham, Theft of a wheel.

Attempted Theft from a motor vehicle

21/01/2013, Walderslade Woods Road

Attempted Burglary

26/01/2013, Wents Wood, Weaving.

Item 7. Draft Minutes of Recent Committee Meetings. Purpose of item: To receive.

Item 7.1 Minutes of the Environment Committee on Monday 28 January 2013 at Beechen Hall, Wildfell Close, Walderslade commencing at 9.35 p.m.

Councillors present – Mrs W Hinder (Chairman), Mrs P Brooks, Mr Ivor Davies, Mr P Dengate, Mr B Hinder, Mr D Holmes, Mr K Perry, Mrs A Spain, Mr A Springate, and Mrs M Waller together with the Clerk.

1. Apologies and absences.

None as all present.

2. Declaration of Interest or Lobbying.

There were none.

The meeting was not adjourned as there were no members of the public present.

3. Planning Applications and Appeals for Consideration.

3.1 MA/12/2074 – Retrospective application for erection of a garden shed, summerhouse and circular tree seat in rear garden at Cartref, Weaving Street.

Do not wish to object but the parish council would like it noted that they do not like retrospective applications.

3.2 MA/12/2096 – Installation of fencing and gates at Units A and GG and HH, St Michael's Close, Aylesford. *Do not wish to object.*

3.3 MA/12/2162 – Permanent retention of modular kitchen and canteen unit at Valley Park Community School, Huntsman Lane. *Wish to see approved.*

3.4 MA/12/2236 – Advertisement consent for the installation of ten non-illuminated fascia signs and one non-illuminated free standing sign at Travis Perkins Trading Co Ltd, Cobtree House, Forstal Road, Aylesford. *Do not wish to object.*

3.5 MA/12/2259 – Retrospective planning permission for the erection of a hot tub house and utility annexe at Ambleside, 4 Greenways, Weaving.

Do not wish to object but the parish council would like it noted that they do not like retrospective applications.

3.6 MA/12/2261 – Outline planning permission for the erection of six detached dwellings with garages with all matters reserved for future consideration at land at High View Farm, Lordswood Lane.

Wish to see refused for the following reasons:

- *Would contravene ENV35 of the MBC Boroughwide local plan and BNE34 of the Medway Plan as development would have an adverse and harmful impact on the character and amenity of the locality as it would restrict views of the prominent local woodland on Beechen Bank. It would also materially damage the current green and undeveloped feel to the west side of Lordswood Lane. The erection of the closed boarded fence (objected to by the parish council) should not be used as a reason to allow this development.*
- *It is considered that the economic and social benefits of this application will not outweigh the local priority to conserve the area's landscape. The properties being proposed for the site are large 'executive style' four and five bedroom dwellings and it is considered that there is no identified local needs for such development in such an area.*
- *High View Farm has not been identified by either Maidstone or Medway as an allocated housing site.*

- *Emerging Local Development Framework plans at Maidstone and Medway offer protection for local landscape character and it is felt that this proposal will contravene emerging policies CS5 of the Maidstone Core Strategy and CS7 of the Medway Core Strategy.*
- *The development of the land would impact on the biodiversity of the woodlands and surrounding areas as flat areas adjacent to woodlands support bats and other animal's and insects.*
- *Concern is raised about the potential adverse impact on the Ancient Woodland adjacent to Lordswood Lane. Urbanisation close to woodlands often results in encroachment and damage.*

It is considered that this application would intensify and urbanise the area thus materially harming the landscape character.

3.7 TA/0213/12 – An application for consent to fell 1 no. silver birch tree, crown reduce 2no Hornbeam trees by 20% and crown reduce 1no Oak tree by 30% being subject to Tree Preservation Order 1 of 1969 at 53 Olivine Close, Walderslade.

Do not wish to object defer to the Landscape Officer's views.

3.8 TA/0217/12 – Tree Prevention Order, TPO No 1 of 1969, application for consent to crown thin 2no Oak Trees by 10% and to clean trunk to 5m at tree to rear of Bellgrove Court, Boxley.

Do not wish to object defer to the Landscape Officer's views.

4. **Next Meeting.**

Next full Environment Committee meeting 11 February 2013 at Beechen Hall commencing at 7.30 p.m.

Meeting closed at 9.50 pm.

Item 7 .2 Minutes of the Environment Committee on Tuesday 29th January 2013 at Beechen Hall, Wildfell Close, Walderslade commencing at 7.32p.m.

Councillors present – Mrs W Hinder (Chairman), Mr P Dengate, Mr B Hinder, Mr D Holmes, Mr K Perry, and Mr A Springate, together with the Clerk and two representatives of the applicant Ms M Davidson and Mr M Hughes.

1. **Apologies and absences.**

Cllrs Brooks (predetermined), Ivor Davies (family commitment), Spain (convalescing) and Waller (predetermined). County Councillor Chittenden.

2. **Declaration of Interest or Lobbying.**

All members declared that they had been lobbied.

The meeting was not adjourned as there were no members of the public present.

3. **Planning Application MA/12/2314.**

The chairman welcomed the representatives and invited them to address the meeting and then answer questions. Discussion took place concerning all aspects of the application including; traffic; alternative sites; impact on the retail in the town centre; traffic congestion; impact on local communities; design; light pollution etc.

The representatives choose to leave prior to the decision being taken and following their departure discussion covered; the local plan and core strategy, concerns, reasons for and reasons against and possible conditions that needed highlighting to the planning officer. Cllr Springate proposed that the committee did not object to the application but raised concerns and conditions; **agreed** (with one objection).

MA/12/2314 Erection of Class A1 retail development (with ancillary café) and associated servicing, car parking, landscaping and access arrangements at Plot 4, Eclipse Park, Sittingbourne Road.

Having carefully considered; the application; traffic issues; the employment that will be brought to the site which has been undeveloped for 10 years and the impact of

such a prestigious development for a gateway route into the county town the parish council's response is

Do not wish to object however there are concerns about;

- The impact of traffic.
- Impact on the town centre.
- Light pollution impact on the AONB;
- Impact on the surrounding area.

If the planning officer was minded to grant permission then the following conditions/investigation should be considered;

- A robust examination of the green travel plan with a condition included in any permission granted to ensure that this plan is adhered to.
- It is requested that there is a change to the traffic layout being planned for the new junction as it is considered that the introduction of traffic lights will seriously impact on the current traffic flow adding to the considerable congestion experienced in the area. A one way flow system through Eclipse Park, possibly in from Bearsted Road out at Sittingbourne Road, would negate the need to have 'cross over traffic lights' at the proposed new junction utilise existing road infrastructure and reducing expenditure.
- Require a lighting design that compliments the area and negates light pollution.
- It is understood that there has been a change in the location of the store and that this will allow more perimeter landscaping and this is welcomed. It is requested that vertical green walls are introduced to soften the impact of the building.
- A condition should be introduced to ensure that the applicant cooperates with other local developers to look towards establishing and maintaining bus services to link said developments with the town centre and park and ride.
- A robust investigation into the Retail Impact Assessment to ensure that there is no substantial impact on the town centre retail.
- The issue of traffic and the possible development of plot 4 for retail should be referred to the Integrated Transport Strategy Consultation review.

4. **Next Meeting.**

Next full Environment Committee meeting 11 February 2013 at Beechen Hall commencing at 7.30 p.m.

Meeting closed at 9.20 pm.

Item 7.3 Minutes of the Environment Committee on Monday 11 February 2013 at Beechen Hall, Wildfell Close, Walderslade commencing at 7.30 p.m.

Councillors present: Mr Ivor Davies (Chairman), Mrs P Brooks, Mr P Dengate, Mr A Springate and Mrs M Waller together with the Clerk.

1. **Apologies and absences**

Cllr B Hinder (family commitment), Cllr W Hinder (family commitment), Cllr Holmes (work) and Cllr Perry (holiday). Cllr Spain (absent).

2. **Declaration of Interest or Lobbying.**

Cllr Dengate declared that he was predetermined on item 5.8 (MC/12/3046).

3. **Minutes of the Meetings of 7, 28 and 29 January 2013.**

The minutes were **agreed** and **signed** as a correct record.

4. **Matters Arising From Minutes.**

4.1 Minute 2499/4.1 signs at Cossington Lane. After considering the residents' submission detailing the problems being experienced, members did not object to the submitted wording but asked that the residents be asked for the dimensions of the proposed sign for the Clerk to circulate to members. **Action: Clerk.**

- 4.2 Minute 2499/4.2 Boxley Road/Grange Lane movement of speed restriction. **Received** and **noted** the copy of the Police objection to the request to extend the speed limit. **No further action.**
- 4.3 Minute 2499/4.3 Beechen Bank ownership. Members **noted** the information obtained from Land Registry. It was **agreed** that when office time allowed ownership, where identifiable, would be plotted on a map. **Action: office.**
- 4.4 Minute 2499/4.4 Saracen Fields and Iris Close open areas. KCC's reasons for not adopting and managing the land were **received**. After discussion members **agreed** that the estimated cost of a single cut should be obtained so that further discussion could take place. **Action: office.**
- 4.5 Minute 2499/4.5 County Councillor Paul Carter's devolved budget: trees leaning over Walderslade Woods Road and other work. Members **noted** the KCC response that there was no budget to undertake the work and that it would be rolled over for consideration in the new financial year. Members asked that signs be erected on Lordswood Lane to warn motorists of pedestrians' crossing to access the footways near the junction with Gleamingwood Drive. **Action: office.**
- 4.6 Minute 2499/4.6 salt bins 'For use on highways only' signs. It was **noted** that KCCH&T had started installing signs on all its salt bins; and at no cost to the parish council. Bins with no signs had been reported and this should be rectified by the end of February. **Agreed** a targeted letter drop would be made in areas where it was suspected that residents were using the salt on private driveways. **Action: office and councillors.**
- 4.7 Minute 2493/4.7 Maidstone Studios. **Noted** the issue of no reply to a request for a meeting has been escalated to the chairman. **Action: Cllr Wendy Hinder.**
- 4.8 Minute 2502/9 Walderslade Woods Road traffic island work. It was **noted** that County Cllr Carter had paid for the installation of islands along Walderslade Woods road. This, it is hoped, will eradicate the overtaking which has caused safety issues at these junctions. A period of monitoring will be undertaken by KCC and if there is no improvement then a reduction in the speed limit would be considered.
- 4.9 Minute 2501/12.2 Listed Buildings Register. **Noted** that members will be updated on the situation as soon as the list has been checked.

The meeting was not adjourned as no members of the public were present.

5. **Planning Applications and Appeals for Consideration.**

5.1 MA/12/2222 – Retrospective application for the creation of a parking bay in front garden including the excavation of earth and erection of walls at Fortrouge, Weaving Street.

Do not wish to comment on the application but there is concern about the applicant's statement that they had originally been advised by MBC that planning permission was not required.

5.2 MA/12/2285 demolition of existing garage and workshop and erection of an annexe at 78 Chatham Road, Sandling.

Members, who were unhappy with the inadequate plans and information supplied, felt that the description as an "annexe" was misleading as the development was for a stand-alone residential property. Concern was also raised about the location on the boundary. The Clerk was asked to liaise with the planning officer for a decision to be made out of meeting after discussion with members. **Action: office and councillors.**

5.3 MA/13/0095 erection of new side entrance porch at Court Lodge Farm, The Street, Boxley.

Do not wish to object.

5.4 MA/13/0096 Listed building consent to demolish existing side entrance and erection of new side entrance porch at Court Lodge Farm, The Street, Boxley.

Do not wish to object, defer to the views of the Conservation Officer.

5.5 TA/0222/12 Tree Preservation Order No. 1 of 1969: An application for consent to coppice 1 Oak tree at 11 Sylvan Glade, Walderslade.

Do not wish to comment, defer to the views of the Landscape Officer.

5.6 Pre-application discussion: telecoms upgrade (O2) 12836 New Cut Road Flexicell. Replacement of pole and installation of equipment cabinets to allow Telefonica UK Ltd to share the network grid in that area.

Do not wish to object but would like the equipment to be the same colour as the existing installation.

5.7 Pre-application discussion: proposed base station upgrade at (CS)111655 highways land (beside bus lane) Ashford Road, Grove Green.

Do not wish to object but would like the equipment to be the same colour as the existing installation.

5.8 MC/12/3046 Asbestos First Ltd application for North Dane Way, Lordswood.

After discussion covering; the location; current use of the site; the proposed development etc. Members **agreed** the response.

Members wish to see the application refused due to; the potential hazards to the local community and schools due to its location adjacent to a large residential area; additional hazardous traffic on the local roads.

Should the Medway Planning Officer be minded to agree then the following conditions should be attached:

- *Improved security to the site; which is currently only secured by corrugated iron. Steel palisade type fencing should be installed to impede any access to the site that might result in vandalism.*
- *The setting up of an 'alert' system to local schools and residential areas to notify local people should there be any problems. An annual leaflet drop to all local residents, schools, businesses reminding people what the alert system is for and that they must stay indoors and close all windows etc. until told it is safe.*
- *A 24 hour physical presence on site and also CCTV.*
- *Strict conditions regarding the handling of the asbestos to ensure that the sealed and bagged waste is not opened at the site in any circumstance and any changes to this must be subject to a planning application.*

As the proposed site is located close to schools and residential areas it is suggested that the sealed lockable units (containing the asbestos waste) is within a larger sealable unit that is equipped with a water damping system so that any spillage or leaks can be immediate dampened down with waste going into sealed water chambers.

5.9 Planning appeal Bredhurst Nurseries, Dunn Street, Bredhurst. Variation of condition 11 of MA/04/1503 (change of use from agricultural land to recreational land and erection of a timber shed for use as changing rooms) as follows – 'The use hereby permitted shall only be carried on by Bredhurst Juniors Football Club or other football club based in the parishes of Bredhurst or Boxley'.

Members **noted** that the previous response would be supplied and additional reasons for refusal that needed to be included were identified as:

- *The application, due to the reliance on private motor cars will be contrary to NPPF 2012.*
- *There is a long history of complaints, the last as recently as November 2012, about noise and disturbance from this site which is detrimental to residents' amenities and quality of life. Any increase in the number of matches played at the site would significantly increase this disturbance which is contrary to Policy ENV28 of the Maidstone Borough-wide Local plan and NPPF 2012.*
- *Whilst the site is adjacent to open fields it is a flat area and the noise from the football pitches travels an extremely long distance into the village.*
- *The applicant argues that this is a 'not for profit' community facility however it should be pointed out that the sole reason for the building of a refreshment*

pavilion adjacent to the playing area is for the owner, who runs a restaurant at the site, to gain income from the players and spectators.

This parish council has regularly supplied information to the LPA about the site and highlighted when breaches of conditions have taken place. It understands and shares the frustration of some residents that enforcement by the LPA takes too long and then is suspended when the applicant submits a new planning application or lodges an appeal thus allowing the nuisance and unsustainable use to continue.

5.10 MA/12/1426 Retail units at Penhurst Close. Members were notified that the planning officer has not yet made a decision.

6. **Planning Applications and Appeals Decisions**

MA/12/2142 listed building consent at Barn Cottage, Boxley Road – REFUSED. Members were informed that a planning application was never submitted.

MA12/2149 erection of two storey and single storey rear extensions and installation of swimming pool - REFUSED. Members studied the reason for the refusal as their decision had been not to object.

7. **Neighbourhood Development Plans**

Noted a working group meeting will be arranged, an e-mail to members asking for availability will be sent. **Action: Clerk.**

Cllr Springate notified the meeting that he wished to come off the working group but would like to continue to receive copies of any documents etc.

8. **Volunteer Groups.**

Cllr Springate reported that the previous morning's task day had had to be postponed because weather and ground conditions made it too dangerous to do the planned work. The AGM on 7 February had been well attended.

9. **Highways and Byways.**

9.1 Grove Green Lane. **Noted** KCCH&T's response to the residents' petition explaining why no action could be taken to change the junction.

9.2 Cabinet Member Cllr Ring's invitation to meet with parishes about any litter issues. **Noted, no further action required.**

9.3 Setting local speed limits DFT guidelines: the Clerk's report on the new guidelines was **received**. It was **agreed** that a process of reviewing roads that members were concerned about would start at meetings.

9.4 Quad bikes, Lordswood: as Cllr Wendy Hinder was not present the item was deferred to the next meeting. **Action: agenda.**

9.5 Winter maintenance: the report was **received**. It was **noted** that the tractor driver had to use discretion when entering closes or roads, both to ensure that there is no damage to parked vehicles and that the tractor, which now has a larger scoop, could get safely in and out. KCCH&T were no longer encouraging the drivers to go into smaller closes due to complaints received from residents about snow piles obstructing vehicles.

9.6 Lights Beechen Bank Road: **noted** that electrical work to connect the new lights to the system is scheduled for 14th and 15th March.

9.7 Weaving Roundabout, road works closure over Easter. Members, having been notified of the planned work and closure, **agreed** that the parish council should ask for details of the planned landscaping. **Action: office.**

10. **Policy and procedures review.**

The Street Maintenance policy and pro forma was, with two amendments, **agreed**.

11. **Matters for information.**

11.1 Public Right of Way. **Noted** there had been a minor reorganisation at KCC PROW.

- 11.2 Fire hydrants. It was suggested that Kent Fire & Rescue could ask KCCH&T to include fire hydrants in their on-line highway fault reporting system. This would allow members of the public to report any issues. **Action: office.**
- 11.3 Diseased tree rear of 12 Violet Close. Concern was raised that once felled the tree did not appear to be diseased. After discussion it was agreed **no further action.**

12. Next Meeting.

Next full environment meeting 11th March 2013 at Beechen Hall commencing at 7.30 p.m.

13. Enforcement and Section 106 updates from MBC.

Agreed the response to the KALC Maidstone branch's request for details about any outstanding long-term cases. This would state that, whilst there were now no outstanding cases, there was concern over the length of time it took to investigate even simple cases. Furthermore, MBC appeared very reluctant to take swift enforcement action even on repeat offenders.

An issue within the Kent Downs AONB would be notified to MBC.

Meeting closed at 9.18 p.m.

Item 7.4 Minutes of the Estates Committee Meeting held at Beechen Hall, Wildfell Close, Walderslade on Tuesday 12th February, 2013 at 7.30pm.

Councillors present – Mr V Davies (Chairman), Mrs P Brooks, Mr I Davies, Mr P Dengate, Mr P Sullivan, Mr G Smith, Mrs M Waller together with the Assistant Clerk.

1. Declarations of Interest and Lobbying

There were none.

2. Apologies and absence.

Cllr B Hinder (family commitments).

3. Minutes of Previous Meeting 9th October, 2012.

The minutes of the meeting were **agreed** after a minor amendment to Item 9 and **signed** as a correct record.

4. Matters Arising From Previous Minutes.

4.1 Minute 2430/6.3 Tree maintenance and boundary treatment to Weaving Diamond Jubilee Orchard. The Clerk will meet the contractor on site after finishing scheduled work at Beechen Hall. **Noted. Action Office and Contractor**

4.2 Minute 2473/7 Carbon Footprint/Insulation – Members **noted** the clerk's findings that the hall does have cavity wall insulation. Cllr Dengate informed members that during the snow he had noticed the snow had melted on the middle part of the hall roof directly above the foyer, and suggested this could be heat loss. Members asked for the insulation above the foyer be checked and reported back to the committee. Members also **noted** a new briefing note would be produced on Carbon Footprint and presented at the April meeting. **Action Office.**

4.3 Minute 2497/8 Caretaking at Beechen Hall – Members noted that interviews had taken place and two applicants had been offered the role of Relief Caretaker subject to references. Contracts were being drawn up by the Clerk and Assistant Clerk and it was **agreed** these would be circulated to Cllrs Ivor and Vic Davies and Cllr Bob Hinder for approval. **Action Office.**

4.4 Minute 2497/10.1 – Long term responsibility of closed churchyard. Members **received** the report and **noted** that the office had been informed that MBC would not be taking over the maintenance of the closed Churchyard, but have agreed to make a minimal contribution via the Parish Services Scheme towards its upkeep. This has now brought forward the issue of the Beech Tree

and members have asked for an update to be brought back to the April meeting. **Action Office**

- 4.5 Minute 2497/10.2 – Yew Tree and damage to listed wall Boxley churchyard. Members **agreed** for a quote to be obtained from the contractor dealing with the trees at Beechen Hall, they also noted that permission would be required to do any work on this tree and asked for the findings to be returned to the April Meeting. **Action Office.**
- 4.6 Minute 2497/11.3 Hand Dryers – Members **received** and **noted** the Assistant Clerk’s report regarding the warranty and life expectancy of the Dyson hand dryers. Members **agreed** to revisit the possibility of purchasing and installing these hand dryers in October when the budget is being prepared for the following year. **Action Office.**

As there were no public present the meeting was not adjourned.

5. **Sandy Lane land** – Members **noted** the working group would be meeting on the 27th February, 2013 and a report will go to the April meeting. **Action Office.**
6. **Assistant Clerk’s Report.**
6.1 Hire fees were **received** and **Noted** for Dec/Jan with a comparison for the same period in the previous year

(Brackets indicate income over same period previous year).

	2012/2013	2011/2012
Casual	£2,048.75	(£2,060.49)
Regular	<u>£3,324.13</u>	<u>(£3,035.83)</u>
Total	£5,372.88	(£5,096.32)
Cumulative figures for		
Casual	£13,065.72	(£ 9,907.13)
Regular	<u>£17,818.39</u>	<u>(£15,311.72)</u>
Total	£30,884.11	(£25,218.85)

The Chairman welcomed the year on year increase on hire income.

6.2 New Hall Hire – Crossroads Medway Members **noted** the Assistant Clerk’s report and were encouraged by the additional hiring of the committee room.

6.3 Age Concern – Members **noted** the Assistant Clerk’s report and were pleased that this hirer had settled in. Members again requested further clarification as to whether the Hall’s first aid kit is fit for Age Concern’s use should they forget to bring their own.

Cllr Ivor Davies asked for information on purchasing a defibrillator for the hall to be presented at April’s meeting. **Action Office**

7. **Cobbled Path across Boxley Green.** Members **received** and **noted** the Clerk’s report and **agreed** that the work should be carried out and the whole path restored. Members asked for a second quote for the work and to clarify with the conservation officer if special materials are to be used and circulated to the committee out of meeting. **Action Office.**
8. **Weaving Diamond Jubilee Orchard (WDJO) Playground Inspection** – Members **noted** that the inspection rota had been finalised and a start date agreed. All persons trained have received copies of the inspection checklist forms. Inspections will be managed by the office and any issues will be reported to committee as necessary.
9. **2012/13 Budget outstanding projects**
Members considered the outstanding projects and planned work and agreed the following:

General Budget

Seats – oiling of the seats at Boxley Green (2), Grovewood Drive North (1) – will be done by the end of March 2013. **Noted, Action office.**

Cllr Vic Davies requested a replacement bin for the play area WDJO, the Assistant Clerk agreed to check that there were funds in the budget to cover this expenditure.

Members **noted** the burial ground will returned to lawn in early spring as there were no objections received.

Hall Budget

Xplair Unit – Kitchen. **Ratified** the Clerk's decision, after consulting with the Chair out of meeting, to install an xplair unit at a cost £340.00 which will come from the Extraction Hood budget.

Padded seats – Members **Noted** and **approved** the expenditure for additional stoppers on the feet of the seats.

10. **2013/14 Budget**

Hall Budget

Members **noted** that £100 has been included for leaf clearance in the car park the office will obtain a quote from KCC landscaping, Members also requested that the office obtain information on purchasing equipment to clear the leaves and possible compost bins and return a report with the different options and costs to the April agenda. **Action Office.**

Noted a quote for Line painting in car parking spaces will be obtained for the April meeting. **Action Office.**

General Budget

Additional Seats and litter bin for WDJ Orchard – Members **noted** that money has been allocated to the budget, and Cllr Vic Davies and Pat Sullivan will confirm with the office the location of these seats.

Projects for 2013/14

Hall Internal Decoration – Members **noted** that Toilets, Kitchen and Hall to be painted and scheduled in when the hall is least being used this may have to be done in phases during the school holiday weeks.

Hall External Decoration – Members also **noted** this will be scheduled for school holiday periods and when the weather is warmer.

Hearing Induction loop – Members **agreed** that further information needed to be investigated and quotes/estimates brought to the April meeting for consideration. Members also **agreed** to a presentation and demonstration at that meeting. **Action Office**

11. **Review of Policies and Procedures.**

11.1 Hot Water Boiler Risk Assessment – **Received** and **Noted.** Cllr Dengate enquired if the Water Boiler had been wired into the RCD as a safety measure. The Assistant Clerk agreed to enquire with the Clerk and report back. **Action office.**

11.2 Padded Seats Risk Assessment – Members were notified of the investigation the office was undertaking on these seats and this will be returned to April meeting. **Noted.**

11.3 WDJ Orchard Risk Assessment – **Received** and **noted.** Cllr Vic Davies requested a replacement notice for the playground now that the Parish Council has responsibility for this area. **Action Office.**

- 11.4 Annual Review of Policies and Procedures – This was **agreed** with amendments.
- 11.5 Terms of Reference – These were **received** and **agreed** for these to go to the April meeting.
- 11.6 Business Continuity Plan – Members asked for this to be reviewed at April’s Meeting.
- 11.7 Sharps Policy – Members **received** and **agreed** the Assistant Clerk’s recommended additions to this policy.

12. **Matters for Decision**

12.1 Opening of car park for resident’s vehicles during periods of snow – After some discussion Members **agreed**, whilst sympathising with the local resident, to refuse this request as members’ were unwilling to leave the car park unlocked overnight for security and health and safety reasons.

13. **Matters for Information**

There were none.

14. **Date of Next Meeting.**

Tuesday 16th April, 2013 at Beechen Hall, Wildfell Close, Walderslade, Chatham commencing at 7.30 p.m.

Meeting closed at 9.28pm

Item 10. Policies and Procedures Review *Purpose of item; consideration and decision.*

10.1 Equal Opportunities Statement. Text as follows. *Clerk’s comment: there has been no change in legislation to affect this statement.*

The parish council values diversity and believes that it strengthens our community. The aim in producing this statement* is to ensure that the parish council eliminates discrimination in its own areas of responsibility and promotes anti-discriminatory practices in the wider community. The parish council wishes to create an environment where all forms of discriminatory or oppressive behaviour are unacceptable and every member of the council’s workforce and the community is able to develop their full potential. It is recognised that the way in which we treat one another is a crucial element in ensuring that we create the right environment in which people can grow, develop and maximise their contribution.

The council therefore undertakes that:

No service user, employee or job applicant will be discriminated against or receive less favourable treatment on grounds of gender, race, disability, marital or civil partnership status, carer commitments, sex or sexual orientation, age, chronic medical condition, religious or political beliefs, social class or trade union activity*.

* Terms used are based on the Equalities Act 2010 definitions.

Note. In accordance with the Equality Act 2010 (specific duties) Regulations 2011, the parish council undertakes an annual review of its obligations to ensure that the services it supplies meets, at a minimum, the legislation.

10.2 Replacement Procedure (for project not managed by parish office).

The Chairman has suggested the following amendments, including a new title and an opening paragraph that embraces projects managed by the parish office.

Project Management Procedure

Project management is normally by the parish office. The office will bear in mind the considerations below to ensure that the work is undertaken effectively, efficiently and economically.

Occasionally, for reasons of expediency, project management may be delegated to a councillor or staff member with the agreement of the Chairman of the parish council. In such cases, a project management document shall be prepared, in consultation with the parish office, for agreement at a meeting of the parish council or relevant committee. The following points should be covered (this list may be used as a pro forma):

- The aims and objectives and an identified outcome.
- How this will be achieved, including details of any specifications of works etc.
- Details of any delegated powers for decision making (e.g. the budget holder).
- A named person who will manage/lead the project (the Project Manager).
- The exact responsibilities of that person and whether they report back to the parish council or to a committee.
- Whether the parish office is to be partly involved and, if so, the exact duties required of it.
- Deadlines/requirements for:
 - key milestones, including any important/gateway decision dates and that for project completion
 - progress reports to the parish council/committee
 - a mid-term review date to decide whether to continue with the project, vary the target completion date (if necessary) and whether resources are adequate.
- What records will be kept and submitted to the parish council/office.
- What constraints there are, if any.
- Budgetary provision or implications.
- Any administrative requirements, relevant standing orders and/or legal obligations that the project manager is required to know and which will be supplied by the parish office.

If in the course of the project the work deviates from that agreed, the parish office and/or project manager will refer the issue back to the parish council or relevant committee.

10.3 Standing Orders. Members are reminded that the annual review of Standing Orders is planned for the April meeting. If any member wishes to suggest a change they should contact the parish office to have the suggestion placed on the agenda.

Item 11. Matters for Decision.

11.2 School fetes: to discuss and agree attendance.
St John's School fete Saturday 18th May 2013, afternoon.
Tunbury School fete Saturday 22 June 2013, afternoon.
A minimum of two councillors should be present.

Item 13. Reports from councillors/office. *Purpose of report; information.*

13.1 KALC LEGAL & FINANCE CONFERENCE, Tunbridge Wells, 02/02/13. Report by Ivor Davies.

This was an interesting day although the 'conference' was in fact a series of talks, each followed by a short question and answer session. The topics covered were as follows:

- **The Localism Act.** Reinforced what we have already learnt. Only a few people said that their councils had adopted a power of competency but all were encouraged to do so. This session was also supposed to cover Code of Conduct (barely touched on) and Property Law (not at all).
- **Employment Law for Local Councils.** Informative but nothing of great concern.

- **The New Financial Environment.** Peter Lacey, the NALC Accounts & Audit Adviser, covered the Council Tax Support scheme, abolition of the Audit Commission, internet banking (apparently 10% of the 524 responses to the consultation said they did not want it but a paper is on its way to the Lords) and "excessive precept increases". On the latter he stressed that all councils should, if necessary, increase their precept this year rather than draw on reserves as capping was likely to be just around the corner. This advice was too late for Maidstone councils but I assumed that other districts have a later deadline.
- **Contract Law for Local Councils** (by a KCC legal team). A dry subject made arid by the manner in which it was delivered but some useful nuggets were gleaned. I have a Power Point print-out if anyone is interested.
- **Making Local Finance Add Up!** David Buckett, KALC Financial Consultant, supplemented the advice given earlier by Peter Lacey by referring to a parish council in Swale(?) that had increased its precept +90%! Looking deeper into his crystal ball, the picture seemed even gloomier. But the message he wanted to get across was the need for a tight audit regime, embracing tight procedures in procurement and letting contracts as well as the money side of things. He also brought a message from Littlejohn LLP, the new External Auditor, which I have passed on to the Clerk, setting out what they expect from councils and when and how extra charges will be levied (i.e. they will not be as lenient as the Audit Commission).
- **The Sevenoaks Financial Perspective.** This, it turned out, was much the same as our own and led easily into a final question and answer session.

Overall a day usefully spent. Not a conference as I (possibly mistakenly) understand the word, but the talks were, in the main, well presented and there was, during the breaks, an opportunity to exchange views with fellow councillors from a broader area than just Maidstone.

13.3 Meeting of Parish Conference with Maidstone Borough Council held at Lenham on Saturday 9th February 2013. Cllr Pat Brooks.

The meeting was, in my view, an attempt by MBC to "build bridges" to try and repair the damage caused by the concurrent function crisis. The first two hours were taken up by Chris Garland, Paul Riley (head of finance and customer services) and Rob Jarman for planning.

Chris Garland said that he wished to "put right" the assumption from the KM that 5000 houses were to be built on green Land to the south of Maidstone. This had not come from MBC but from Golding Homes who were "testing the water". Government have said that we should have more homes than we had thought and there will be a cabinet meeting in March to make decisions about all this. Mention was made of the latest "chimney pot tax" and parishes would get part of this money.

There were many issues in preparing the budget, most of them were caused by the lateness of information coming from Central Government. Central Government take quite a large amount back from business rates and they demand it immediately, as soon as MBC have received it. Before this MBC had the opportunity to invest it to get some interest but that is not possible now. (I have brought papers back so that anyone can look through them if they so wish) It all sounded extremely complicated and maths was never my top subject but even I could understand when Paul Riley said that we were in for a very hard time this year as they had no idea how much money they would have and if they will be capped. I also gathered that MBC have to part with some of their business rates to Medway as the Government consider that Medway need them more than we do.

Rob Jarman said that the Core Strategy had been all right but Government then sent down new instructions about the National Statistics figures they were supposed to follow which threw everything up in the air once again. He told us about several councils that have had their core strategy thrown out by the planning inspector because they have not given evidence based arguments as to their refusal to build all the houses they are required to. MBC have written to land owners all over the borough to ask if they are

prepared to let them have any of their land for development (Geraldine Brown has asked for all parishes to be given a list of landowners approached in their parishes) RJ warned that whatever they come up with the developers will double it. All this will be decided during this summer. The number of houses in this Borough will be spread from 2011-2031 so the impact should not be too bad.

Chief Inspector Bumpus said that crime was going down and he was satisfied that the teams were working well and always trying to improve. I was interested in the work the community wardens do which was more varied than I had thought.

Andrew Connors gave a talk about funding and housing and I managed to ask him after the meeting about the two empty homes that Martin and I went to MBC about and he promised he would look into it. (Fingers crossed!!)

Geraldine Brown (KALC) just hoped that relationships with MBC would improve over the year and the KALC would be taking stock to see whether they or MBC had been right over the concurrent function affair. She asked if the KALC could run the Parish Conference next year and decide on the agenda. Remarks at the end of the afternoon from John Wilson seemed to say that they agreed to that wish

Item 14. Matters for information. *Purpose of report; information.*

14.1 Celebrating Boxley Warren: Update for Boxley Parish Council – January 2013

Progress and Events in last 3 months

The last three months has been a significant three months in the project due to the swift development of the Friends of Boxley Warren group. The group are now fully constituted, have their own bank account and run their own practical tasks once a month. KCC Heritage have now not only visited Boxley Warren but will be running their first activity on February 9th and are developing a range of heritage activities running through the spring and summer backed up with over 30 days of officer support.

Activities undertaken up to January 31st, 2013:

- Plan and deliver one youth event with 41st Medway Scouts – attended by 14 people
- Four Boxley Warren Action Days – two of which were led by Friends of Boxley Warren independently. The weekend events are proving to be better attended.
 - 27th October – attended by 6 people
 - 11th November – attended by 13 people
 - 8th December – attended by 12 people
 - 13th January – attended by 15 people
- Two Friends of Boxley Warren meetings (20th November & 9th January) where the group became constituted and arrangements made for a bank account to be set up which has now been done.
- One first aid course delivered.
- Felling licence for tree work at Boxley Warren now obtained from Forestry Commission.
- Site visit with KCC Heritage Team
- Reptile and butterfly surveying workshops organised and advertised for spring/summer 2013

Planned Activities in the next 3 months

- At least 4 Boxley Warren Action Days (3 led by Friends of Boxley Warren)
- Meeting of Friends of Boxley Warren – 13th February
- Practical event with 41st Medway Scouts
- First archaeology/heritage events to take place
- Reptile course - 27th April
- Develop interpretation strategy
- Additional glade creation at Eastern end of site
- Purchase of tools and training for Friends of Boxley Warren

Expenditure

Activities		£817.26
1 st Aid Course	£455.00	
1 st Aid Course refreshments	£46.00	
Scout Event	£300.00	
Scout event refreshments	£16.26	
Establishment of Friends Group		£418.50
2 x meetings	£400.00	
TCV Safety manuals for group	£18.50	
4 x Boxley Warren Action Days		£400.00
Promote, co-ordinate and lead x 2	£400.00	
Project management 2012		<u>£1500.00</u>
TOTAL		<u>£3135.76</u>

A full copy of the accounts for the project is held at the Boxley Parish Council office

Total spent so far: £20,066.07

Total Budget: £56,526.00

14.3 School visit: 50 children from Lordswood Junior school briefly visited Beechen Hall on 6th February. The school has an annual walk through Walderslade Woods and use the hall for a comfort stop, and if the weather is bad, for a lunch stop. For the first time Age Concern was at the hall and the school has offered to consider doing a Christmas concert for the group.

14.4 Dog Watch posters message from MBC

Dear all,

This is a request to all of you as something to include into this years action plans.

This year we will be introducing two new Dog Control Orders.

- Dog exclusion
- Dog Fouling

We are requesting for you to help identify all lamp-posts and sign posts that have any of the historical dog signs or campaigns signs on them. (e.g. don't let your best friend spoil our streets, no messing, and small yellow ones with just writing).

All lamp posts have identifying numbers e.g. KA 1234. Please make a note of these numbers. And pass the information onto myself or Louise Duke.

Historically some of these signs were just supplied to you and local handy men installed. For those that did or have the facility can I please ask that you could assist us and remove as many as possible.

The remainder will be removed by MBC staff.

Once we have all historical signs down we will only be putting up the A5 warning notices.

And then to re-enforce this message we will be putting up DOG WATCH posters.

These posters will be following the theme that we have been running with other campaigns in Enforcement.

They have '**Eyes**'. Please see samples attached.

We plan to erect these in different locations on a rolling basis across the borough over the coming Year. In conjunction with these, will be the Bag n Flag events for the summer seasons, patrols and educational visits.

We also will be providing Bag n Flag kits for those Parishes and organisations which want to hold their own events, outside of the Enforcement Team Event Calendar for 2013.