

**Minutes of the Meeting of the Parish Council held at Beechen Hall, Wildfell Close,
Walderslade on Monday 28 January 2019 commencing at 7.30 pm.**

Present: Mr B Hinder (Chairman), Mrs A Brindle, Ms L Clarke, Mr Ivor Davies, Mr V Davies, Mr P Dengate, Mrs P Huntingford and Mrs K Macklin, together with the Clerk Mrs P Bowdery, and 2 members of the public/press.

1. Apologies and absences

Apologies: Cllrs Harwood, Hayday, Hollands, Wendy Hinder, Sullivan and Willmott.
Absent: Cllrs Constable.

2. Declaration of Interests, Dispensations, Predetermination or Lobbying

There were none.

3. Chairman's Announcements

The Chairman gave the following thanks:

Cllrs Constable and Hayday for their help in delivering and collecting the public consultation. The office staff were also thanked for organising it at short notice.

Cllr Vic Davies and office staff for their work at the 24 January Environment Committee meeting at Grove Green Community Hall.

4. Minutes of the Parish Council Meeting 3 December 2018

The minutes of the meeting were, with the addition of Cllr Huntingford to the attendance list, **agreed** and **signed** as a correct record.

5. Matters Arising From the Minutes

5.1 Minute 3190/7.1 Franklin Drive Play Area. Draft lease agreement has been received from MBC and is currently being studied. **Noted.** The Clerk was reminded that the new equipment, donated by the Borough Councillors, would need to be purchased before 31 March. **Action: Clerk.**

5.2 Minute 3190/7.2 Weaving Heath, Wents and Five Acre Woods and Grove Green Wood Village Green Status. After discussion members **agreed** that MBC should again be approached about making Weaving Heath into a Village Green by it putting it forward as a voluntary submission. **Action: Clerk.** The Clerk was asked to notify the Chairman of the dates of the planned task days of the volunteer group **Action: Office.**

5.3 Minute 3190/7.3 OneDrive Training. It is suggested that training should be programmed for the New Year. It was **agreed** to review this in 3 months. **Action: Office.**

5.4 Parish Councillor Internal Audit. Date to be arranged with Cllr Huntingford. **Action: Clerk and Cllr Huntingford.**

5.5 Any other matters arising from the minutes which are not on the agenda. None.

6 Crime Report and Police Issues

Crime report 26 November 2018 – 6 January 2019. Members recognised that this list may be incomplete as it was uploaded by volunteers but they still considered that it was a valuable report.

The meeting was adjourned at 7.45pm to allow a resident to be updated on a specific issue relating to Sandling Village. Meeting reconvened at 7.47pm.

7. Draft Minutes of Recent Committee Meetings

7.1 Environment Committee 3 December 2018. **Received** and **noted.**

7.2 Environment Committee 10 December 2018. **Received** and **noted.**

7.3 Estates Committee 11 December 2018. **Received** and **noted.**

7.4 Environment Committee 7 January 2019. **Received** and **noted.**

7.5 Environment Committee 24 January 2019. To be presented at next meeting. **Action: Clerk.**

7.6 F&GP Committee 21 January 2019. Meeting cancelled. **Noted.**

Members were informed that the next meeting of the Estates Committee would be 12 February 2019. **Noted.**

8. Finance

- 8.1 Payments made out of meeting 27.11.18 – 21.01.19. **Received** and **noted.**
- 8.2 Receipts for the period 27.11.18 – 21.01.19. **Received** and **noted.**
- 8.3 Account balances report. **Received** and **noted.**

9. 2019/2020 Precept and Budget.

- 9.1 Cllr Ivor Davies, Chairman of F&GPC, notified members that after representations from the parish council Maidstone Borough Council had revised upwards the proposed much reduced Parish Services Scheme grant. An earlier precept sum had been adjusted downwards to reflect this additional grant. Cllr Ivor Davies seconded by Cllr Brindle proposed **"This parish council agrees the 2019/2020 budget and that a precept of £113,335.00 be set"**. **Unanimously agreed.**
- 9.2 The Chairman and Clerk signed the Precept application notification to MBC.

10. Policies and Procedures

- 10.1 Terms of Reference Grove Green Informal Working Group. After lengthy discussion a Draft Terms of Reference was **agreed**. Action identified was:
 - Chairman to contact Detling, Thurnham, Bearsted, Leeds and Langley Parish Councils to see if they were interested in becoming involved in a joint working group to discuss traffic issues in the larger area.
 - BPC to offer to host any partnership working.
 - Depending on response consideration to be given to getting MPs and County Councillors on board.**Action: Chairman and office.**
- 10.2 Vision and Business Plan (review). With some minor grammatical changes, **agreed**. Cllr Huntingford asked what positive action was being taken to increase the diversity of the parish council. After discussion she agreed to come back with possible ideas. **Action: Cllr Huntingford.**
- 10.3 Parish Council – Review of policies and procedures 2019/2020. **Agreed.**
- 10.4 Standing Orders. The Clerk's report was **received** and **noted**. Members **agreed** the revised format and updates to the Standing Orders. The Clerk confirmed that they would be available on the website. **Action: Clerk.**

12. GDPR

Members were notified that the Clerk had received a checklist from the Data Protection Officer and would be using that to audit what was outstanding work. **Action: Clerk.**

15. Reports from councillors/office

Cllr Harwood's report on the installation of a new pond at Boxley Warren was **received** and **noted**.

16. Reports from Borough and County Councillors

The Chairman notified members of the various parish council and Borough Councillor meetings that had been held between County Councillor Paul Carter, Highway Officers and representatives from neighbouring parishes and Wards to discuss the proposed 2 schools at Popes Field. The Chairman had also met with Helen Whately MP who notified him that even with the proposed change to the entrance, to be via Kent Medical Campus, there would still be a pedestrian entrance on Bearsted Road. Members raised grave concerns over the retention of a pedestrian entrance and Cllr Dengate asked the Chairman to investigate, should this be passed, whether there was static camera that could be installed to enforce yellow line infringement. **Action: Cllr Bob Hinder.**
The Chairman's written report on the Maidstone Joint Transport Board was **received** and **noted**.

17. Matters for Decision

- 15.1 Parish Council meeting dates 2019/2020. **Agreed. Action: Office.**

15.2 Invitation to the Lord Lieutenant's Annual Civic Service at All Saints Church in Maidstone on Tuesday 12th March 2019. The Chairman to attend. **Action: Office and Cllr Bob Hinder.**

18. **Correspondence**

- 16.1 Office of the Kent Police and Crime Commissioner Dec 2018 newsletter. **Noted.**
- 16.2 Residents are contacting the parish office to thank the Environment Committee for the meeting on 24 January 2019. **Noted.**
- 16.3 KALC December Newsletter (circulated to members). **Noted.**
- 16.4 KALC Planning Conference Friday 15 March 2019. 9.00 – 16.30. Any members interested in attending to contact the parish office. **Noted.**

19. **Matters for Information**

- 19.1 LGA and NALC joint Guide – One Community – A guide to effective partnership working between principal and local councils. **Noted.**
- 19.2 KCC Rights of Way Improvement Plan (ROWIP) has been adopted. **Noted.**
- 19.3 KALC draft Minutes of the 71st annual general meeting. The Clerk was asked to investigate 3 Matters Arising referring to 20mph limits in rural villages. **Action: Clerk.**

20. **Items for Next Agenda**

Councillors' reports and requests for items to be included on the agenda to be submitted no later than 25 Feb 2018. **Noted.**

21. **Next Meeting**

4 March 2019 at Weaving Village Hall, Weaving Street ME14 5JP.

Meeting closed at 8.43 p.m.

Signed as a correct record of the proceedings.

Chairman..... Date.....