



BOXLEY PARISH COUNCIL
www.boxleyparishcouncil.org.uk

Beechen Hall, Wildfell Close, Walderslade, Chatham, Kent. ME5 9RU
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Clerk Mrs Pauline Bowdery **Assistant Clerk** Mrs Melanie Fooks

A G E N D A

To All Members of the Council, Press and Public

Members are hereby summoned and notice is given that the Annual Meeting of the Parish Council will be held on Monday 8 May 2017 at Beechen Hall, Wildfell Close, Walderslade ME5 9RU commencing immediately after the Annual Meeting of the Parish.

1. **Apologies and absences**
To receive and accept apologies for absence.
2. **Declaration of Interests, Dispensations, Predetermination or Lobbying**
Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda.
3. **Election of Chairman.**
To elect a Chairman and receive their Declaration of Acceptance of Office.
4. **Election of Vice-Chairman**
To elect a vice-chairman.
5. **Co-option to Parish Councillor Vacancies (2 South Ward)**
 - 5.1 To consider co-option to the two South Ward vacancies. See report (page 3).
 - 5.2 To accept declaration acceptance of office successful candidate/s.
6. **To Appoint Committees, Committee Chairmen and Vice-Chairmen**
 - 6.1 Environment Committee (up to 10 members).
 - 6.2 Environment Committee, appointment of Chairman and Vice-Chairman.
 - 6.3 Estates Committee (up to 10 members).
 - 6.4 Estates Committee, appointment of Chairman and Vice-Chairman.
 - 6.5 Finance and General Purposes Committee, up to 8 members. Membership is made up of the Chairmen and Vice-Chairmen of the parish council and of its committees plus at least one additional councillor.
 - 6.6 F&GP Committee, confirmation of chairman and appointment of Vice-Chairman.
7. **To Appoint Representatives to External Bodies**
See attached report (page 3).
8. **Inspection of Deeds and Trust Documents**
Originals are stored at the Solicitors; copies can be made available at the meeting.
9. **Minutes of the Parish Council Meeting 3 April 2017**
To consider the minutes and if in order sign as a true record (pages 3-5).
10. **Matters Arising From the Minutes**
See list (page 6).
11. **Report from the PCSO and Police Issues**
Crime statistics, will be provided on the supplement agenda or at the meeting.

Adjournment to enable members of the public to address the meeting

12. Draft Minutes of Recent Committee Meetings

For the parish council to receive the minutes. Members can ask questions of the Committee Chairmen but may not initiate a discussion.

12.1 Environment Committee meeting 3 April 2017 (pages 6-7).

12.2 Estates Committee 11 April (pages 7-9).

12.3 Environment Committee meeting (notes of meeting) 13 April 2017 (pages 9-13).

13 Finance

13.1 Payments made out of meeting 29.03.2017 – 02.05.2018. See report (pages 14-16).

13.2 Receipts for the period 29.03.2017 – 02.05.2017. See report (pages 17-19).

13.3 Account balances (page 19).

13.4 Annual Return for Year Ending 31 March 2017. See report (page 19).

13.5 Parish Services Scheme. To ratify the Chairman and Clerk's signature of the return required by MBC, based on expenditure in 2016/2017.

14 Policies and Procedures

None.

15 Reports from councillors/office

Members/staff who have attended any meeting on behalf of the parish council are invited to give a summary.

15.1 History in Walderslade. To receive verbal update from Cllr Macklin/Clerk.

16 Reports from Borough and County Councillors

Our Ward councillors are invited to report and discuss matters affecting the parish.

17 Matters for Decision

To consider any issues, such as attendance at meetings or as identified on the evening.

17.1 Maidstone's Civic and Freedom Parade and Civic Service, Saturday, 20 May 2017.

17.2 St John's Spring Fayre Sat 13 May 2017.

17.3 The ESO Graduation Ceremony, Friday 7th July 2017 at All Saints Church, Maidstone at 1300 hrs.

18 Correspondence

To consider any received.

19 Matters for Information

See list (page 13).

20 Next Meeting

5 June 2017 at commencing at 7.30pm. Councillors' reports and requests for items to be included on the agenda to be submitted no later than 30 May.

Pauline Bowdery

Pauline Bowdery
Clerk to the Council.

Date 2 May 2017

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. Items to be returned to agenda: None.

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.

Items to be returned to a future agenda: Parish/Police Liaison meeting 24th May. Cllr Clarke to give a report.

**Supporting agenda papers for the Meeting of the Parish Council
Monday 8 May 2017
The Chairman will assume that these have been read prior to the meeting.**

Councillors wishing to suggest changes to any policy or procedure document in this agenda should notify the office, in writing, at least three working days in advance of the meeting to allow details to be circulated at the meeting (or in advance if particularly contentious).

Item 5. Co-option to Parish Council Vacancy. Purpose of Item: Decision

Each candidate is given up to 3 minutes to address the parish council and no candidate/s remains in the room whilst another candidate makes an address. Candidates do not have to address members if they do not wish to do so.

If there are more candidates than positions the parish council appoints using an absolute majority vote of those present and voting (LGA Act 1972, s 86).

Item 7 Appoint Representatives to External Bodies. Purpose of Item: Decision

The relevant organisations and current post holders are:

Grove Green Community Association	Cllr Vic Davies.
Kent Association of Local Councils	Cllr Ivor Davies, Cllr Bob Hinder and Cllr Wendy Hinder (reserve).
Action on Communities in Rural Kent (ACRK)	Cllr Ivor Davies
Sandling Village Hall (2 Trustees) (meets first Tuesday in every month)	Cllr Waller and Cllr Dennis Hollands
Vinters Valley Nature Reserve (Trustee)	Cllr Vic Davies
Boxley Warren LNR	Cllr Tony Harwood
Mid Kent Steering Group	Cllr Bob Hinder
Parish/Police Liaison meetings	Cllr Kaz Macklin

Please note it is up to individual representatives who are unable to attend a meeting to send apologies. Representatives should also provide an update (at least annually) to the parish office for inclusion on the relevant committee agenda.

Item 12 Minutes of the Meeting of the Parish Council held Tyland Barn, Tyland Lane, Sandling on Monday 3 April 2017 commencing at 7.30pm.

Councillors present: Mr B Hinder (Chairman), Mrs P Brooks, Mrs L Clarke, Mr I Davies, Mr V Davies, Mr P Dengate, Mrs W Hinder, Mr D Hollands, Mr P Sullivan and Mrs M Waller together with the Clerk Mrs P Bowdery, Borough Cllr D Butler, and 2 members of the public/press.

1. Apologies and absences

Cllr Harwood (holiday), Cllr Macklin (work commitment) and Cllr Radclyffe-Godfrey (family commitment). PCSO Adlington.

2. Declaration of Interests, Dispensations, Predetermination or Lobbying

None.

3. **Co-option to Parish Councillor Vacancies (2 - South Ward)**
No candidates had applied for the vacancies, further advertising to take place until volunteers come forward. **Action: office.**
4. **Minutes of the Parish Council Meeting 6 March 2017**
The minutes of the meeting were **agreed** and **signed** as a correct record.
5. **Matters Arising From the Minutes**
 - 5.1 Minute 2962/4.2 Civic Regalia. An up to date quotation from a company is awaited. **Noted**
 - 5.2 Minute 2962/4.3 Kestrel Boxes. Permission to erect the box on Weaving Heath had been received and arrangements were being made to undertake the work. **Noted**
 - 5.3 Minute 2962/4.5 K60 Telephone Boxley, Boxley Village. BT would look to repaint the box in 2018. Cllr Clarke asked whether BT would supply the paint if villagers offered to repaint the box themselves. **Action: office.**
 - 5.4 Minute 2962/4.6 Honour Boards. The details of Chairmen serving prior to 1932 had not yet been discovered and the archivists at KCC has suggested that the parish council ask for the documents of St Mary and All Saints Church to see if the parish council minutes had been placed with them. Discussion took place on whether to go back further than 1932 and it was **agreed** to attempt one more search. **Action: office.** It was confirmed that two boards would be purchased, one for past Chairmen and one to record community awards.
 - 5.5 Minute 2962 Dog Waste. The Chairman has put forward a question for the 12 April MBC Council meeting. Cllr Wendy Hinder informed members that the bin base at The Spinney had finally been removed. Cllr Vic Davies notified members that Vinters Valley Nature Reserve was starting a new system to deal with its dog waste. **Noted.**
 - 5.6 Minute 2963/9.2 Proposed new school at Vinters Valley. The parish office had not yet been able to arrange a presentation and the applicant's agent had so far failed to respond to the request. The Clerk would now attempt to contact the Head Teacher directly. **Action: Clerk.** Members were informed of the rescheduled Environment Committee meeting which would now meet at a local venue, St John's School, on 13 April. **Noted.**
 - 5.7 Minute 2963/10 HGV signage. KCC has agreed to a No Night Parking sign being placed into the verge at Sandling and the Clerk was waiting for the print copy to proof read. **Noted.**
 - 5.8 Any other matters arising from the minutes which are not on the agenda. None.
6. **Report from the PCSO and Police Issues**
 - 6.1 Crime statistics **received and noted.**
 - 6.2 Report **received** and **noted.** The Chairman welcomed the recent Police Operation targeting off road bikers in the area and he asked that they be thanked. The Police presence was welcomed by Friends of Boxley Warren. **Action: office.**

The meeting was not adjourned as no member of the public wished to speak.

7. **Draft Minutes of Recent Committee Meetings**
Received and **noted.**
 - 7.1 Environment Committee meeting 6 March 2017.
 - 7.2 Environment Committee meeting 13 March 2017.
 - 7.3 Estates Committee 14 March 2017.
 - 7.4 F&GPC meeting 14 March 2017.
8. **Finance**
 - 8.1 Payments made out of meeting 28.02.17 – 28.03.2017. **Received** and **noted.**
 - 8.2 Receipts for the period 28.02.17 – 28.03.2017. **Received** and **noted.**
 - 8.3 Account balances. **Received** and **noted.**
 - 8.4 To authorise payment of accounts. The Clerk's report and request that this item be deleted from the agenda was **approved.** All payments made would now be recorded

under item 8.1.

- 8.5 Cllr Vic Davies informed members that he had undertaken the Parish Councillor Internal Audit and found two minor issues relating to non-reporting of payments to the parish council. This issue had already been identified as a weakness by the RFO and the decision at item 8.4 would resolve the problem. Otherwise, he reported, everything was fine and the new form layout worked.

9 Policies and Procedures

- 9.1 Standing Orders. NALC and KALC have not recommended any changes to Standing Orders so the RFO recommended that they were still fit for purpose. **Approved.**
- 9.2 Financial Regulations. Members **received** and **noted** the RFO's suggestions for minor amendments which will not alter the principles of the Financial Regulations. Cllr Ivor Davies proposed seconded by Cllr Vic Davies that **the suggestions be approved without going to F&GPC. Unanimously agreed.**

10 Reports from councillors/office

- 10.1 KALC meeting. The draft minutes of the meeting were **received** and **noted**. The Chairman and Cllr Ivor Davies gave brief reports on the meeting. The issue of MBC not proactively protecting Ancient Woodlands would be taken to the next Maidstone KALC/MBC Liaison meeting.
- 10.2 History in Walderslade. Deferred to the next meeting to allow Cllr Macklin to give a report.
- 10.3 Cllr Vic Davies reported on his attendance at St John's School to see the students' play on the history and fruit growing past of Weaving. The play was the culmination of an education programme being run by the Kent Orchard Project and was well received by all who attended.
- 10.4 The Chairman gave a report on his recent attendance at the March Maidstone Joint Transport Board Committee to present the parish council's Highway Issues report. A response was now awaited from KCC.

11 Reports from Borough and County Councillors

Borough Councillor Wendy Hinder spoke about problems at Grove Green caused by the Virgin Media work. She has also been very active in reporting pot holes.

Borough Councillor Derek Butler spoke about the consultation on the Local Plan Modification.

12 Matters for Decision

- 12.1 Date of Annual Meeting of the Parish. **Agreed** 8th May 2017 prior to the Annual Meeting of the Parish Council. **Action: office.**

13 Correspondence

None.

14 Matters for Information

- 14.1 Parish Tour. Delayed until new parish councillors co-opted.
- 14.2 Proposed Main Modifications to the Maidstone Borough Local Plan will be published on 31st March 2017 for public consultation. **Noted.** The Chairman informed members he was disappointed that no venue had been officially identified for residents in the north of the borough to view the comments on the updated Local Plan.
- 14.3 April Environment Committee meeting. Now meeting Thursday 13 April, commencing 7.00pm, at St John's School, Provender Way, Grove Green ME14 5TZ.
- 14.4 CPRE Kent Voice magazine Spring/summer 2017.

15 Next Meeting

8 May 2017 at Beechen Hall, Wildfell Close, Walderslade commencing after the Annual Meeting of the Parish.

Meeting closed at 8.18p.m.

Item 10 Matters Arising From the Minutes

- 10.1 Minute 2972/5.1 Civic Regalia. The parish council should receive the completed regalia in early July.
- 10.2 Minute 2972/5.2 Kestrel Boxes. The three boxes have been erected.
- 10.3 Minute 2972/5.3 K60 Telephone Boxley, Boxley Village. Boxley Society has been informed that BT will provide the paint for villagers to paint the box themselves.
- 10.4 Minute 2972/5.4 Honour Boards. Work to locate the missing dates will be undertaken in the near future.
- 10.5 Minute 2972/5.5 Dog Waste. Due to unforeseen circumstances Cllr Bob Hinder was unable to attend the April meeting. It has now been arranged that he will now put the question to the July MBC Council meeting.
- 10.6 Minute 2972/5.7 HGV signage. The sign has been purchased and supplied to KCC Highways for erection.
- 10.7 Any other matters arising from the minutes which are not on the agenda.

Item 12. Draft minutes of recent committee meetings. Purpose of Item: Information.

12.1 Minutes of the Environment Committee on Monday 3 April 2017 at Tyland Barn, Tyland Lane, Sandling commencing at 8.21 pm.

Councillors present: Cllr Wendy Hinder (Chairman), Cllr Clarke, Cllr Ivor Davies, Cllr Dengate, Cllr Hollands and Cllr Bob Hinder together with the Clerk.

- 1 **Apologies and absences**
Cllr Radcliffe Godfrey (family commitment).
2. **Declaration of Interests, Dispensations, Predetermination or Lobbying**
None.

As no members of the public were in attendance the meeting was not adjourned

3. **Planning Applications for Consideration**
*KCC/MA/0049/2017 Planning application for use as Non-Hazardous Waste Recovery Facility at Cleansing Service Group Ltd, Cobtree House, Forstal Road. **Ratified** the Clerk's response after consulting with the committee out of meeting.*

The parish council does not wish to object but the location is immediately adjacent to the river and its valuable ecosystem and habitats means that it is a very sensitive location.

Biodiversity, Section 13b of the planning application is incorrectly completed and instead of no should state Yes on land adjacent to or near the proposed site.

Flooding. A search of the Environment Agency Flood Map shows that the site has a Flood Zone 3 category and thus has a high probability for flooding. It is not known whether the current flood defences are still fit for purpose. In view of this the parish council requests stringent conditions regarding what is stored and where it is stored on the site so in the event of a flood the waste is not carried away into the river.

Waste water from the site. The planning application Section 12 (surface water) is not completed but the planning statement indicates that water will go into the main drainage system. KCC should ensure that the proposals for water drainage and waste water from the site and facility do not enter the river or local ecosystem. All facilities, including the proposed tanks should be robust enough to deal with any issues should flooding occur.

17/500789/FULL – Retrospective application for the erection of solar panel support structure with log store under. Land adjacent to Wilhelmina, The Malta Moorings, Sandling, Maidstone. Do not wish to object however concern was raised that the battery storage compartment was at ground level and should it be flooded then there would be an environmental impact on the river. The parish council would like it noted that it does not like retrospective planning applications.

17/500969/FULL – Erection of a two storey pitched roof rear extension at Shar Dell, Boxley Road, Walderslade.

Do not wish to object. Due to the proximity of the development to the neighbouring property members wish to see a condition imposed regarding work hours and including acceptable times of delivery.

17/501264/FULL – Erection of Conservatory at 4 Tyland Mews, Sandling.

Do not wish to object.

16/506571 The Granary, Court Lodge Farm, The Street, Boxley. Notification of a written appeal. No further action.

4. **Paper Planning Applications**

Members were notified that the 11th April Strategic Planning, Sustainability and Transportation Committee would be considering the MBC proposal to stop supplying parish councils with paper copies of planning applications. Members **agreed** that a letter should be sent to the committee's Chairman stating that they were disappointed that MBC was considering taking away the service. Members identified the problems that were experiencing when accessing MBC site including:

- It can be taken down for maintenance at any time.
- There is difficulty in accessing planning applications in the evening as it cannot cope with the numbers of people trying to access it.
- The site administration is poor with documents missing from planning applications, other unconnected planning application documents being included, pencil or faint sketches being accepted by MBC which cannot be clearly seen on a screen. MBC also doesn't format the documents so maps can be on their side and it is impossible to rotate them. The use of highlighter pens is accepted and again these cannot be clearly seen especially if the document is scanned in.

Other issues identified were:

- Not all councillors had access to computers.
- Not all venues had or wanted broadband/Wi-Fi.
- Impact on smaller parishes.

Action: Clerk.

5. **Next Meeting**

Next full environment meeting 13 April 2017 at St John's School, Provender Way commencing at 7:00pm.

Meeting closed at 8.35 pm.

12.2 Minutes of the Estates Committee on Tuesday 11 April 2017 at Beechen Hall, Wildfell Close, Walderslade commencing at 7.30 pm

Councillors present: Mr Vic Davies (Chairman), Mrs L Clarke, Mr Ivor Davies, and Mr P Sullivan together with the Clerk.

1. **Declaration of Interest or Lobbying**

Cllrs Clarke, Ivor Davies and Sullivan declared that they had dispensation to vote on Dove Hill Allotment items.

2. **Apologies and absence**

Cllr Dengate (holiday) and Cllr Bob Hinder (unwell). Cllr Radcliffe-Godfrey (absent).

3. **Minutes of Previous Meetings of 7 February and 14 March 2017.**

The minutes of the meetings were **agreed** and **signed** as a true record.

As no members of the public were in attendance the meeting was not adjourned.

4. **Matters Arising from Previous Minutes**

- 4.1 Minute 2953/4.1 Kestrel boxes. Cllr Ivor Davies notified members that the kestrel boxes have been installed today at Dove Hill Allotments, Weaving Diamond Jubilee Orchard and Weaving Heath. **Noted.**
- 4.2 Minute 2953/4.2 Damaged headstone. The replacement headstone has been erected and an insurance claim made against Kent Landscape Services. **Noted.**
- 4.3 Minute 2953/4.4 Extension of Safety Play Surface at WDJO and installation of Apple Slide. Work has been completed and Cllr Sullivan reported that the slide and play area was well used. **Noted.**
- 4.4 Minute 2953/4.5 North Wall Boxley Village Green. Contact has been made with the temporary conservation officer who is covering for one morning a week. A response has been received and building control at MBC will make a visit within the next four weeks to carry out an inspection. **Noted.**
- 4.5 Minute 2945/8 Boxley War Memorial. Members **received** and **noted** the Clerk's report on the possibility of adding the names to the War Memorial. Members' **agreed in principle to the adding of the names to the War Memorial** but would first attempt to locate any family and would also publicise the issue to the local community to obtain their views. **Action: office and Cllr Vic Davies.**

5. **Dove Hill Allotments**

- 5.1 Cllr Bob Hinder's Allotment Report. Deferred to the next meeting. The Chairman raised the issue of the recent break-in at the site. Discussion took place on the need to look at the ground drop bolt to improve security at the gate, **action: Cllrs Vic Davies and Sullivan**, and the possibility of setting up a Tenants Association. **Action; Clerk to contact tenants.**
- 5.2 Pest Purge report. The Pest Control Report was **received** and **noted**. An increase in mouse activity was also noted.

6. **Matters for Information**

- 6.1 Car break-in at Beechen Hall. Incident **noted**. The parish office was asked to investigate whether the main gate needed additional lighting at to highlight car registration number plates. **Action: Office.**
- 6.2 Attempted break-in of metal shed to the rear of the office. Members' **received** and **noted** the Incident and the fact that the insurance claim had been submitted.

The meeting was adjourned for a 5-minute comfort break.

7. **Assistant Clerk's Report**

- 7.1 Hire fees income. **Received** and **noted**.
- 7.2 Account balances. **Received** and **noted**.
- 7.3 Nationwide Investment Bond. Members **agreed** reinvestment for up to 95 days. **Action: Clerk.**
- 7.4 Toilet Refurbishment. The Draft job specification was, with some minor alterations, **agreed**. **Action: Office.**
- 7.5 Beechen Hall Floor. Members' **noted** that the hall floor repairs were programmed for 7 May and **ratified** the decision to employ the company. A job specification for sanding and varnishing the whole floor was to be produced. **Action: office.**
- 7.6 Use of Beechen Hall Car Park by Spire Alexandra Hospital. The Clerk was still attempting to clarify the issue with regards to VAT. **Noted.**
- 7.7 Income and Expenditure. Members requested a review of the gas usage of the hall (code 4620) in comparison to the previous year. **Action: office.**
- 7.8 Accident Report. None at the time of compiling the agenda. **Noted.**

8. **Minutes of Meetings of the Beechen Hall Extension Working Group held on 7 February, 2nd and 7th March and 4th April.**
Received and noted.
9. **Waste Recycling**
Members considered the F&GPC request that hirers of the hall be encouraged to recycle items rather than place them in the hall's refuse bins. A notice to encourage recycling is to be placed in the kitchen. **Action: Office.**
10. **Weaving Diamond Jubilee Orchard**
Members were informed that a tree pruning course would be arranged. Cllr Ivor Davies raised the issue of whether there needed to be a notice at the Orchard explaining why grass was not regularly cut in the top area. After consideration members decided **no action.**
11. **Policies and Procedures**
11.1 Business Continuity Plan. With minor amendments this was **approved.**
11.2 Hall bookings cancellations and damage. A review had shown that it was still fit for purpose. **Approved.**
11.3 Staff pay and hours. Members received confirmation that staff were paid above the national living wage and had received a pay rise from 1 April 2017.
12. **Matters for Decision**
None.
13. **Date of Next Meeting.**
Tuesday 13 June 2017 at Beechen Hall, Wildfell Close, Walderslade. commencing at 7.30 p.m.

Meeting closed at 9.04 pm

12.3 Environment Committee Meeting on Thursday 13 April 2017 at St John's School, Provender Way, Grove Green.

Councillors present: Mrs Wendy Hinder (Chairman), Mr Ivor Davies, Mr Bob Hinder together with the Clerk and 39 members of the public.

Apologies and absences: Cllrs Dengate and Holland. Absent Cllrs Clarke and Radcliffe-Godfrey

Cllr Wendy Hinder explained to the members of the public present that due to the importance of the planning application the meeting had been rescheduled for a local venue and that due to the deadline for a response and the consultation time falling over Easter there was limited scope for flexibility as to when members could meet. She and the councillors present would listen to the members of the public and the Clerk would arrange for a response to be submitted, ratified at the next meeting, but as the meeting was not quorate it could not proceed as set out in the agenda.

Members of the public were informed that the parish council had attempted to get a representative of the applicant to the meeting but had been unsuccessful. The parish council had not received an invitation to the public exhibition although two parish councillors did manage to attend.

Cllr Wendy Hinder notified councillors that only planning applications and the response to the MBC Local Plan would be considered tonight.

Notes of discussions and guidance.

PLANNING

17/501471/FULL. Erection of a three storey secondary school with associated access, car parking and landscaping. Land at Valley Park School New Cut Road Maidstone Kent ME14 5SL.

Issues highlighted by the members of the public included:

- *Not enough parking for staff and visitors on site.*
- *Parking for visitors, especially on open evenings/afternoons and during any event at the school would use Grove Green as there is no alternative provided by the school.*
- *Need for a new local school not proved, why bring more children into the area?*
- *Safety issue with increased traffic.*
- *Too much traffic already area can't take any more.*
- *Concern over traffic during construction.*
- *Access opposite Grovewood Drive South, dangerous, unacceptable impact on the second of only 2 ways into and off of Grove Green.*
- *Alternative access points rather than off of New Cut Road opposite Grovewood Drive South.*
- *Students from the adjacent schools already Park on Grovewood Drive South.*
- *The catchment area of the school shows that it is not targeted at local children.*
- *Residents spoke of littering and some vandalism from students going to from the current schools and fear an increase in this antisocial behaviour.*
- *If yellow lines are placed on Grovewood Drive South and parking would be forced into the local roads and closes.*
- *Environmental impact on the trees, loss of trees and landscaping.*
- *Loss of community facilities as the playing fields are being built on.*
- *Noise and light pollution would be suffered by local residents.*
- *Lack of notification about the planning application and also the public exhibition.*
- *Support for quality schools.*

Residents were encouraged to submit individual letters of objection to the planning application. Residents were also encouraged to include any conditions that might mitigate the impact of the development should it be permitted.

Clarification on some of the issues raised concerning the catchment area, possible number of staff and the car parking provision at the school was supplied.

Having discussed the situation with residents' members gave guidance to the Clerk on the issues that they considered should be highlighted in the response. The Clerk was asked to draft a response for members to consider.

Guidance supplied included/identified that:

Members welcome the provision of a STEM school in Maidstone but the proposed site is unacceptable and so the parish council wishes to see the development refused and requests that the application is reported to the planning committee.

Reasons for objection.

Highways issues. The validity of the data used to reach the conclusion in the Transport Assessment Document (TAD) was questioned. The baseline for calculations on which the sustainability of the school, with regards to vehicle journeys, was incorrectly identified as being comparable to Valley Park Community School, a comprehensive, when Invicta Grammar School would be a closer match to the proposed school as both schools offer a specialised education and thus take the students from a wider catchment area.

The TAD contains several contradictions which again affect the data. In certain sections it identifies the proposed school as a local school and yet in other sections it recognises that students will come from Sutton Road, East Maidstone, Detling and South Maidstone. The travel calculations do include allocations for students coming from these areas.

The proposed school should be providing 172 bike spaces but the application shows that only 32 are being provided as "cycle trips are not considered to form a significant part of total movements".

104 parking spaces will be provided on site for visitors and staff so any open day/evening or school event will result in a significant number of cars parking in Grove Green. With 100 full time equivalent staff it is questionable whether the spaces provided on site will be sufficient for the demand leading to offsite parking.

The TAD (Local Conditions 2.6.1) states that vehicles parked on Grovewood Drive South did not impede other vehicles. This is contrary to evidence collected by the parish council and residents and failed to identify that Maidstone Borough Council has also assessed the situation and has written to Kent County Council asking it to intervene as it considers there are now safety issues for pedestrians and other road users. Parents will use Grovewood Drive South at school drop off and pick up times.

The Committed Development section is incomplete as it fails to properly take into account Waitrose and the planned hotel at Eclipse Park, the KIMS development site assessment for traffic may now be out of date as advertising for the site does not now present it as a medical campus but as A1, B1, C2 and D1 Use Classes, planning permission is being sought for 48 dwellings on land West of Eclipse Park

The cumulative impact of all these additional traffic movements makes the new school unsustainable.

Noise, light and air pollution.

Landscaping. The loss of some very prominent trees, which due to their contribution to the landscape and street amenity are covered by Tree Protection Orders, is regrettable. Replacement trees and landscaping should be indigenous and of a high standard.

Vinters Valley Nature Reserve, which is adjacent to the proposed school, will be susceptible to impact due to increased usage.

Cumulative Effect of additional traffic and off site car parking unacceptable.

Conditions.

If planning permission is approved the following conditions were identified as required.

Section 106 provision for single yellow line with a one hour parking restriction along Grovewood Drive South and in the adjacent roads and closes to be in place prior to commencement of development. The yellow line design proposal to be subject to consultation with the parish council and community. The provision of Road Traffic Orders banning parking on verges to be placed along Grovewood Drive South.

During development no construction vehicles are to be permitted to park in or drive through Grove Green and provision of sufficient on-site car parking for contractors vehicles must be provided prior to the main construction work commencing.

Indigenous trees should be used in the landscaping proposals.

Guidance on possible responses to the following planning applications obtained from Councillors.

17/501077/TPO application -1no. Hornbeam (*Carpinus betulus*) – Cut back growth to boundary or appropriate pruning points by approximate 2m, to final length of approximately 4m and remove lowest branch with open wound. 1no. Hornbeam (*Carpinus betulus*) - Cut back growth to boundary or appropriate pruning points by approximate 2m, to final length of approximately 3m and remove

lowest small branch. 1no. Hornbeam (*Carpinus betulus*) - Fell to near ground level. 6 Forestdale Road Walderslade ME5 9NB Deadline. 17 April 2017

Do not wish to object defer to the views of the Landscape Officer.

17/500936/FULL Demolition of existing garage and erection of a two storey side extension. (Revised scheme to approved application 16/503769/FULL). 14 Threshers Drive Weaving Kent ME14 5UA
Do not wish to object.

17/501451/TPO. Common beech - Reduce large lateral limb 4m to the west. Remove all major deadwood and minor deadwood longer than 1m. Common beech - Section fell to near ground level. Land At New Cut Road Maidstone Kent ME14 5NZ.
Do not wish to object defer to the views of the Landscape Officer

17/501620/TPO Application. Proposed works:

1. Remove broken branch stub at 14m to N - to be reduced back to first available fork.
 2. Reduce adjacent 'twin' branch (with decay/wound) back to upright side branch.
 3. Lightly thin eastern canopy (mainly upper canopy to NE and lower canopy to SE), to achieve equal canopy density through eastern canopy, to be achieved through the removal of branches <100mm dia., focusing on damaged and suppressed branches.
 4. Lightly thin/formative prune the younger northern and western canopy, to be achieved through the removal of branches <75mm dia., focusing on damaged and suppressed branches - 1 no. Beech.95 Lombardy Drive Maidstone ME14 5TB. D
- Do not wish to object, defer to the views of the Landscape Officer.

17/501540/FULL Block of stables for private use at Stone House Sandy Lane Maidstone Kent ME14 3DJ. Members raised concern that the use of the site would impact even further on the condition of Sandy Lane.

Do not wish to object but a condition should be imposed so that the stables can only be used for the owner's horses and not developed into a business.

The parish council having improved the lane outside the entrance to the allotments are concerned about the potential impact of large horse boxes and feed/hay delivery vehicles on the condition of the road. Members would like to see a section 106 contribution road improvements.

17/501304/TPO Application to fell Ash tree. 7 Spenlow Drive Boxley Kent ME5 9JT.
Defer to the views of the landscape office but there is grave concern about the felling of an Ash tree.

17/501411/FULL Erection of a wooden double garage. 3 Bakery Cottages Chatham Road Sandling Maidstone.
Do not wish to object.

17/501530/TPO application for 2 no. Hornbeam trees (within 2 The Covert) - Cut back overhanging branches by 4 metres. 2 The Covert Boxley Chatham Kent ME5 9JJ. Do not wish to object defer to the views of the Landscape Officer.

17/501719/TPO application for - Common Ash (*Fraxinus excelsior*) - Fell to near ground level. Fair vitality, weak stem union, minor deadwood, overhanging adjacent land. Land Rear Of 16 Podkin Wood Walderslade Kent ME5 9LY.
Defer to the views of the landscape office but there is grave concern about the felling of an Ash trees.

17/501778/FULL The development of the land to accommodate 48 dwellings (7 x 1 bed flat, 8 x 2 bed flats, 6 x 2 bed houses, 17 x 3 bed houses, and 10 x 4 bed houses) together with associated new access road, car parking, landscaping and open space. Land West Of Eclipse Park Sittingbourne Road Maidstone Kent ME14 3EN.
Clerk to liaison with members concerning the response.

17/501772/LBC Listed Building Consent for re-tiling of roof (Works Completed). Barn Cottage Boxley Road Boxley Maidstone Kent. Deadline 3 May 2017.
Cllrs Bob and Wendy Hinder declared that they knew the applicant and had been lobbied.
Do not wish to object.

Maidstone Borough Local Plan Proposed Main Modifications.

Guidance on the response was received from Councillors.

Response. The Main Modifications made and the Sustainability Appraisals appear to meet the requirement that they are sound and make the Local Plan sound.

Item 19. Matters for Information

- 19.1 Parish Tour. Councillors will be contacted and asked to submit dates that they would not be available for a parish tour.
- 19.2 Medway Neighbourhood Watch Magazine Spring 2017.
- 19.3 CPRE Countryside Voice. Spring 2017.
- 19.4 Bird and Bat Walk WDJO 12 May 7pm – 9.00pm.
- 19.5 KALC Parish News April 2017.

Item 13.1 Payments made out of meeting 29.03.2017 – 02.05.2018

13.1.1 The Cooperative Bank Payments

Date: 02/05/2017

Boxley Parish Council

Page 1

Time: 09:35

Payments Entered into Cashbook 3

NEXT YEAR

Co-Op General Account

User: MF

Nominal Analysis Details									
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/04/2017	Mail Publications Ltd	DD101977	480.14		54.95	4115	110	435.19	Downs Mail
11/04/2017	ICO	DDZ77462	35.00			4040	100	35.00	Data Protection Registration
Total Payments			<u>525.14</u>	<u>0.00</u>	<u>54.95</u>			<u>470.19</u>	

13.1.2 HSBC Payments

Date: 02/05/2017

Boxley Parish Council

Page 1

Time: 09:24

HSBC General Account

List of Payments made between 29/03/2017 and 02/05/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
30/03/2017	Enterprise AOL Ltd	0090591110	2,264.88		Replacement Car Park Lights
Total Payments			<u>2,264.88</u>		

Date: 02/05/2017

Boxley Parish Council

Page 1

Time: 09:33

Payments Entered into Cashbook 1

NEXT YEAR

HSBC General Account

User: MF

Nominal Analysis Details									
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/04/2017	Maidstone Borough Council	DD34/1	201.33			4035	260	140.93	Rates Beechen Hall
14/04/2017	Opus Energy - Electricity	DD6197297	159.05		26.51	4615	260	132.54	Electricity bill
20/04/2017	OPUS Energy - gas	DD2236640	153.26		25.54	4620	260	127.72	Gas bill
Total Payments			<u>513.64</u>	<u>0.00</u>	<u>52.05</u>			<u>461.59</u>	

13.1.3 Unity Trust Bank Payments

Date: 02/05/2017

Boxley Parish Council

Page 1

Time: 09:31

Unity Trust Account

List of Payments made between 29/03/2017 and 02/05/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
30/03/2017	Olympic Electrical Supplies	732.51	37.80		Replacement outside lamps
30/03/2017	D&S Construction	DS/BH01/17	591.75		Periodic Electrical Testing
31/03/2017	Ms Lynn Clarke	BPCEXPENSE	54.63		Travel Expenses - PC Meetings
31/03/2017	BTC Outdoors Ltd	SO12146	999.00		Mess Tent for GG Scout Group
Total Payments			<u>1,683.18</u>		

Nominal Analysis Details									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/04/2017	Northstar IT Services	DD13099/1	165.94		27.66	4040	100	138.28	IT Services hosting & back up
11/04/2017	ICCM	4584/2017/	90.00			4045	220	90.00	Burial ground subscription
11/04/2017	Performing Rights Society Ltd	5121995	263.21		43.87	4040	260	219.34	PRS Licence
11/04/2017	Kent Association Local Council	5286	1,500.00		250.00	4045	100	1,250.00	KALC Membership 2017/18
11/04/2017	Rialtas Business Solutions	SM17559	288.00		48.00	4040	100	240.00	RBS accounting licence
20/04/2017	Capital Cleaning (Kent) Ltd	000018552	37.70		6.28	4650	260	31.42	Sanitary
20/04/2017	Kent County Council	900040040	480.00		80.00	4400	230	400.00	Kestrel boxes
20/04/2017	Welham Jones	BGM17002	510.80			4400	230	510.80	Replacement headstone
20/04/2017	KCC Commercial Services	I2837969	52.32		8.72	4610	260	43.60	Consumables
21/04/2017	Mrs M Smith	21/04/BH01	672.41			4001	260	569.69	Salary
21/04/2017	Mr D Odell	21/04/BH02	271.44			4001	260	269.64	Salary
21/04/2017	Mr B Douglas	21/04/BH05	237.64			4001	260	237.64	Salary
21/04/2017	Mrs P Bowdery	21/04/PC01	2,296.99			4000	100	2,296.99	Salary
21/04/2017	Mrs M Fooks	21/04/PC02	1,537.11			4000	100	945.67	Salary
21/04/2017	Mrs A Candy	21/04/PC03	594.40			4000	100	594.40	Salary
21/04/2017	Mrs L Lake	21/04/PC04	60.00			4115	110	60.00	Downs Mail delivery
21/04/2017	Mr P Poon	21/04/PC05	24.88			4400	230	24.88	Litter picking WDJO
21/04/2017	Mr I Davies	21/04/PC06	34.11			4160	120	34.11	Councillor Allowance
21/04/2017	Mr V Davies	21/04/PC07	34.11			4160	120	34.11	Councillor Allowance
21/04/2017	Mr P Dengate	21/04/PC08	25.71			4160	120	25.71	Councillor Allowance
21/04/2017	Mr T Harwood	21/04/PC09	34.11			4160	120	34.11	Councillor Allowance
21/04/2017	Mr R Hinder	21/04/PC10	41.14			4150	120	41.14	Chairman's Allowance
21/04/2017	Mrs W Hinder	21/04/PC11	34.11			4160	120	34.11	Councillor Allowance
21/04/2017	Mrs K Macklin	21/04/PC12	42.51			4160	120	42.51	Councillor Allowance
21/04/2017	Mrs M Waller	21/04/PC17	39.51			4160	120	39.51	Councillor Allowance
21/04/2017	HMRC	577PW001	1,583.16			4005	100	1,314.68	PAYE
21/04/2017	EFT Receipts Ac	IT00000068	110.04			4010	100	47.22	Pension contributions
Total Payments			11,061.35	0.00	464.53			10,596.82	

Item 13.2 Receipts for the period 29.03.2017 – 02.05.2018

13.2.1 Unity Trust Receipts

Date: 02/05/2017 Boxley Parish Council Page 1
 Time: 10:09 Receipts Entered into Cashbook 2 Next Year
Unity Trust Account User: MF

				<u>Nominal Ledger Analysis</u>				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction</u>
Banked on : 04/04/2017		107,437.00						
1	Maidstone Borough Council	107,437.00			1076	130	107,437.00	Precept
Total Receipts		107,437.00	0.00	0.00			107,437.00	

13.2.2 HSBC Receipts.

02/05/2017 Boxley Parish Council Page 1
 09:32 Cashbook 1 User: MF
HSBC General Account
 Receipts received between 29/03/2017 and 02/05/2017

				<u>Nominal Ledger Analysis</u>				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Banked: 29/03/2017		367.65						
175	Age Concern	367.65			1235	260	367.65	R1785 Age Concern
Banked: 30/03/2017		173.50						
177	Balfour Short Mat Bowls	173.50			1235	260	173.50	R1798 BSMB April Invoice
Banked: 30/03/2017		-172.50						
177	Balfour Short Mat Bowls	-172.50			1235	260	-172.50	R1798 BSMB April Invoice
Banked: 31/03/2017		100.50						
176	A Bead in Time	100.50			1235	260	100.50	R1795 ABIT April Invoice
Banked: 31/03/2017		172.50						
177	Balfour Short Mat Bowls	172.50			1235	260	172.50	R1798 Balfour SMB April
Banked: 31/03/2017		-173.50						
177	Balfour Short Mat Bowls	-173.50			1235	260	-173.50	R1798 BalfourSMB April
Banked: 31/03/2017		224.30						
178	Movement as Therapy	224.30			1235	260	224.30	R1802 MAT April Invoice
Banked: 31/03/2017		38.05						
178	Negus	38.05			520		38.05	C118D Negus 24/6/17
Total Receipts:		730.50	0.00	0.00			730.50	

Please note there are four entries for Balfour Short Mat Bowls receipt No 177 these were entered in the wrong year you will see the minus entries counter balance the positive entries.

								<u>Nominal Ledger Analysis</u>	
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction</u>	
	Banked on : 01/04/2017	187.90							
R1799	Caterpillar Music	187.90			1235	260	15.40	Caterpillar Music R1799 April	
	Banked on : 01/04/2017	49.50							
C121	Yousaf	49.50			1230	260	49.50	Yousaf C121 15/4/17	
	Banked on : 01/04/2017	49.40							
3	Yousaf	49.40			1230	260	49.40	Yousaf C119 15/4/17	
	Banked on : 01/04/2017	-49.50							
C121	Yousaf	-49.50			1230	260	-49.50	C121 Yousaf 15/4/17	
	Banked on : 03/04/2017	20.30							
1	Teenie Boppers	20.30			1235	260	20.30	Tennie Boppers R1805	
	Banked on : 04/04/2017	232.88							
2	Yoga	232.88			1235	260	232.88	Yoga R1807	
	Banked on : 07/04/2017	139.32							
3	Mandebvu	139.32			1230	260	139.32	Mandebvu C66 29/4/2017	
	Banked on : 07/04/2017	44.04							
5	NGREA	44.04			1235	260	44.04	NGREA April R1782	
	Banked on : 07/04/2017	37.05							
6	Perrin	37.05			520		37.05	Perrin C102D 18/6/17	
	Banked on : 13/04/2017	126.60							
4	Pearson	126.60			520		126.60	Pearson C125D 02/09/17	
	Banked on : 17/04/2017	111.65							
5	Tumble Tots	111.65			1235	260	111.65	Tumble Tots April	
	Banked on : 18/04/2017	226.10							
6	Pataria	226.10			1230	260	76.10	Pataria C136 13/5/17	
	Banked on : 19/04/2017	290.25							
7	Age Concern	290.25			1235	260	290.25	Age Concern April R1797	
	Banked on : 19/04/2017	37.05							
8	Barrow	37.05			520		37.05	Barrow C126D 8/7/17	
	Banked on : 19/04/2017	217.95							
9	Karate	217.95			1235	260	217.95	Karate April R1800	
	Banked on : 19/04/2017	153.50							
4	Sutton	153.50			520		153.50	Sutton C121D 30/9/17	
	Banked on : 19/04/2017	50.40							
10	Ellerker	50.40			520		-50.40	Ellerker C73 20/5/17	

					<u>Nominal Ledger Analysis</u>			
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction</u>
Total Receipts		1,924.39	0.00	0.00			1,924.39	

13.3 Account closing balances.

Item	Date	BANK ACCOUNTS (closing balances at last statement)	
5.1.1	06.04.17	Coop General Account	£25,778.67
5.1.2	05.04.17	HSBC Beechen Hall	£21,803.45
5.1.3	05.04.17	Unity Trust Bank	£7,844.99
5.1.4	22.08.16	Santander Investment Bond (matures 01.08.17)	£75,627.77
5.1.5	25.04.17	Barclays Bank	£16,439.25
5.1.6	10.02.17	Lloyds 3 mth (now 6 mths) (matures 08.05.17)	£50,583.21
5.1.7	23.02.17	Lloyds 12 mth (now 6 mths) (matures 15.05.16)	£25,366.21
5.1.8	05.04.17	Nationwide Beechen Hall 12 mth (now 95 day saver account)(matures 22.05.17)	£55,873.90
5.1.9	22.03.17`	Nationwide Parish Council 12 mth (now 6 mth matures 12.06.17)	£60,749.66
		Total	£340,067.11

13.4 Annual Return for Year Ending 31 March 2017.

The date for the period of the exercise of public rights to inspect the parish council's accounts has been set for 7 June to 18 July.