

TESTON PARISH COUNCIL

23rd May 2018

Teston Parish Councillors are summoned and members of the public and the press are invited to attend the next meeting of Teston Parish Council that will take place on Tuesday 29th May 2018 starting at 7.30 p.m. at Teston Village Hall.

Michelle Tatton, Clerk

In the interests of transparency, all Parish Councillors declare that that they have an interest in (a) Ash Tree Corner, Courtlands Verge and the Allotments, as the Parish Council owns the land; (b) the Village Green and Village Hall as Custodian Trustees; (c) Teston Land Conservation Trust Matters as they are Trustees; (d) Teston Village Stores CIC as they are Directors of the CIC; and d) Cllr Douglass, Cllr Owens, Cllr Miss Page and Cllr Mrs Wheat have an interest as members of Teston Village Hall Management Committee.

Your attention is drawn to the Parish Council's Standing Orders on the Photographing, Recording, Filming or Broadcasting of Teston Parish Council Meetings. The policy will be displayed at each Parish Council meeting. A copy of the policy is also available upon request from the Clerk using the contact details on the final page of the Agenda.

*** Denotes that the item is for reporting only or that, if discussion and any decision depends on availability of a written or verbal report or further information and neither is to-hand for the meeting, the item will be deferred to the next meeting.**

18/001		Election of Chairman and Chairman's Declaration of Acceptance of Office
18/002		Election of Vice-Chairman
18/003		Declarations of Disclosable Pecuniary Interests and/or Other Significant Interests
18/004		To receive and agree apologies for absence
MEETING ADJOURNED		
Public session: for approximately 15 minutes the Chairman invites comments and questions from members of the public (which do not constitute a formal part of the meeting). Members of the public may not speak at any other time during the meeting, save with the express consent of the Chairman		
MEETING RECONVENED		
18/005		To agree the Minutes of previous meetings: 27th March 2018
18/006		Ordering of Agenda: any requests for items to be taken earlier in the meeting
		<u>Administration and Finance</u>
18/007	*	Review of Standing Orders, Policies and Procedures: to receive update upon review
18/008	*	Parish Charter: to receive any update from Chairman
18/009		To agree the appointment of Representatives to Outside Bodies: a) Kent Association of Local Councils b) Teston Village Hall Management Committee
18/010		Insurance: to confirm renewal of the existing policy for a premium of £363.73
18/011		To agree to renew subscriptions: a) Local Councils Update £75 b) CPRE £36 c) KALC £253.14 plus VAT d) Local Council Review £tbc (not due until September - likely to be in the region of £18) e) Action with Communities in Rural Kent £50 f) Kent Men of the Trees £25 (tbc)
18/012	*	Dates and times of Parish Council meetings for 2018/19: Booked dates - 24th July, 25th September, 27th November; and, subject to booking being confirmed later in the year, for 2019 - 29 th January; 26 th

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	March – plus 1 st January for the social event
18/013	Statement of accounts: to consider receipts, approve bills for payment, claims for refund of expenses, and to note the general financial position including Parish Services Scheme
18/014	Parish Services Scheme: to agree the Certificate for the year ending 31st March 2018
18/015	To agree the following proposed grants to village organisations: a) Pioneers - £125 b) TVHMC - £750 for assistance with grounds maintenance at Teston Village Hall c) St Peter and St Paul - £250 for assistance with Churchyard maintenance
18/016	To agree payment to Tapestry for inclusion of regular items of information for year 2016/17: to consider a small uplift upon the annual payment of £230 in view of increased printing costs
18/017	Annual Return for the Year ending 31st March 2018: a) To receive Internal Auditor's Report b) To note outcome of Governance Review undertaken by Cllr Mrs Wheat and to agree recommendations c) To approve updated Asset Register d) To agree the Governance Statement at section 1 of the Annual Return, to be signed by the Chairman and Clerk e) To approve the Accounting Statements at section 2 of the Annual Return, to be signed by the Chairman and Clerk
18/018	Review of Risk Assessment: to agree action
18/019	General Data Protection Regulations: to receive update from Chairman and Clerk and agree next steps
18/020	Clerk's Remuneration, including: i) Proposed Salary Increase: to agree increase in line with national guidelines ii) Review of Office Allowance
	<u>Planning</u>
18/021	<p>a) New/pending decisions</p> <p>i) TM/17/01595/OAEA and 17/503416/ADJ Land East Of Hermitage Lane And South Of London Road Maidstone Kent Adjoining Authority: Outline application for the erection of up to 840 dwellings (including affordable homes) with public open space, landscaping, sustainable drainage systems, land for a Primary School, doctors surgery and for junction improvements at Hermitage Lane/A20 junction, and a link road between Poppy Fields roundabout and Hermitage Lane. Vehicular accesses into the site from Poppy Fields Roundabout and Hermitage Lane. All matters reserved with the exception of means of access – Decision awaited</p> <p>ii) 17/506268/SUB Gunwalloe 59 Tonbridge Road Teston Kent ME18 5BT Submission of Details to Discharge Condition 2 of Appeal Decision (Privacy Screen Fence) Subject to 17/500888/FULL (Appeal Ref: APP/U2235/D/17/3183100) – Comments already submitted. To ratify the Clerk's action. Decision awaited</p> <p>iii) 17/506335/FULL 7 Tonbridge Road Teston Maidstone Kent ME18 5BU Erection of a first floor side extension with pitched roof, a part single, part two storey rear extension and a detached garage – Comments already submitted. To ratify Clerk's action. Permitted – 14.02.2018</p> <p>iv) 18/500774 Teston Bridge Picnic Site Teston Lane Teston ME18 5BX Erection of a 4 metre high column with Automatic Number Plate Recognition (ANPR) Camera (Retrospective). Permitted – 12.04.2018</p> <p>v) 18/500775/ADV Teston Bridge Picnic Site Teston Lane Teston ME18 5BX Advertisement Consent for x 10 Non Illuminated Pole mounted signs directing users of the Country Park to pay and display for parking (Retrospective). Permitted – 19.04.2018</p> <p>vi) 18/500485/FULL Barham Court Tonbridge Road Teston ME18 5BZ Erection of a boundary fence (Retrospective). Refused -16.04.2018. The Decision Notice contains an informative to the applicant advising that, should fencing be required, then more suitable types might be either traditional split chestnut post and rail fencing or simple, metal parkland railings of appropriate</p>

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	<p>quality.</p> <p>vii) 18/00304/FL Sports Pavilion 200 Beacon Avenue Kings Hill West Malling Kent ME19 4QP Section 73 application to vary condition 8 (opening hours) pursuant to planning permission TM/11/00445/FL (Formation of five grass pitches, changing facilities, car parking and access plus artificial grass pitch with associated lighting and fencing). Approved 06.04.2018</p> <p>viii) 18/502062/FULL The Village Green Church Street Teston Kent Installation of a beacon to mark the centenary of the World War I armistice (Parish Council's own application) – To ratify comments submitted by Clerk</p> <p>b) To consider any newly submitted applications/ratify submissions made, including the following:</p> <p>i) 17/505995/FULL Court Lodge Farm The Street Teston Maidstone Kent ME18 5AQ Erection of a detached five bedroom dwelling with associated parking – Referred to Maidstone Borough Council's Planning Committee - New site plan submitted.</p> <p>ii) 18/502285/NMAMD The Gables Church Street Teston ME18 5AG Non Material Amendment Being Amendment of Condition 4 to Substitute Hedera Helix with Native or Near Native Plants Appropriate to the Street Scene Subject to 17/502779/FULL – To ratify the Clerk's action – No Objection</p> <p>iii) 18/502380/FULL Wateringbury Level Crossing, Bow Road, Wateringbury Relevant Demolition in a Conservation Area for the proposed upgrade of Network Rail's Wateringbury Level Crossing from a Manned Gated Hand Worked (MGHW) Level Crossing to a Manually Controlled Barrier(s) (MCB) type – Due 5th June 2018</p>
18/022	* Maidstone Local Plan Issues, including Air Quality: to receive any update
18/023	* Tonbridge & Malling Local Plan: to receive any update
18/024	* Assets of Community Value: to receive update regarding application relating to Teston Village Hall
18/025	* Walls and Fences: to receive any update
18/026	Abbeyfield Development: to receive update regarding the proposed site meeting
18/027	Planning Committee Issues: to consider policy relating to planning committee referrals
18/028	Advertisements in Maidstone: to note reports to Maidstone Borough Council and opening of enforcement enquiries
18/029	Maidstone Borough Council Community Infrastructure Levy Workshop – 20th June: to note Cllr Douglass to attend
	<u>Highways and PROW</u>
18/030	Highways Spreadsheet: to consider and agree any specific action required to progress outstanding items, and to note any new items for reporting including street cleaning and litter issues
18/031	Weeds in front of the War Memorial: to ratify action to have the area weeded in view of the possible hazard on the pavement
18/032	Signs, seats and litter bins: to receive update on progress to install parking signs at Courtlands, The Street and Church Street (east and west)
18/033	Traffic Island on Tonbridge Road in the Vicinity of Ash Tree Corner: update upon progress towards a feasibility study
18/034	Safety in and around Village Crossroads and Extending the Footpath 20-25 metres Northwards in Malling Road: to consider current situation and any possible action
18/035	Damaged Visibility Mirror at Teston Village Hall: to receive any update
18/036	Hedge at Teston Lane: to note current situation

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18/037	*	Teston Road: to receive any update
18/038		Speed Watch: to receive update on the future of the scheme
18/039		Medway Bridges: to receive any update from Chairman
		<u>Environment</u>
18/040		Allotments: a) Regular Inspection Report from Cllr Douglass: to note any issues b) Fencing and Hedges: to receive update upon progress of work on the southern boundary c) Allotment Tenancy Renewals: to receive update upon tenancies and available plots
18/041	*	Ambulance Sirens: to receive update from Chairman
18/042		Teston's Trees and hedges, including: a) Infill Hedging Alongside the A26 Adjacent to the TLCT Woodland and Allotments: to note completion of the works
18/043	*	Malling Road Trees and Conservation Area Considerations: to receive any update
18/044	*	Teston Bridge Country Park: update regarding reinstatement of the grace period notice and installation of a pointer to the ticket machine
18/045		Commemorating the 100th Anniversary of the End of WW1 – Beacon Lighting Event on 11.11.2018, Memorial Plaque, War Memorial Cleaning, and ordering of the Beacon within a budget of £2,500: to receive update on progress and to consider next steps
18/046		Litter and Fly-tipping: to note any current issues for reporting to Maidstone Borough Council
18/047		Village Green/Village Hall Boundary: to formally record the boundary now the hedge has been removed
18/048		Early Cutting of Daffodils: to note concern from a resident regarding mowing of daffodils at the western end of Tonbridge Road
18/049		Marking Teston's Northern Boundary: to consider issues relating to the Scots Pine trees
18/050	*	Play Area Equipment Matter, including: i) Reports upon checks and repairs: to receive reports upon recent inspections, and to consider alternative contractors for outstanding repairs ii) Inspection Rota: June – Cllr Levett, July – Cllr Douglass, August – Cllr Miss Page
		<u>Other</u>
18/051		Social Media, Data Back-Up and Document Retention: to receive report from Clerk
18/052		Sorting and Storage of Historic Parish Council Papers: to receive update from Cllr Douglass regarding discussions by the Village Hall Committee about storage of paperwork
18/053		Maidstone Borough Council Older Persons' Champion: to consider proposal for a pilot scheme
		<u>Consultations – to consider responses</u>
18/054		i) Powers for Dealing with Unauthorised Development and Encampments – due 15th June 2018 https://www.gov.uk/government/consultations/powers-for-dealing-with-unauthorised-development-and-encampments
18/055		<u>ANY LATEST REPORT UPDATES FOR NOTING ONLY</u>
MEETING ADJOURNED TO RECEIVE THE FOLLOWING REPORTS		
		i) Teston Village Stores CIC Matters <ul style="list-style-type: none"> • Kissing Gate at Ripton Farm

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	ii) Teston Land Conservation Trust Matters <ul style="list-style-type: none"> • Air conditioning • Stock take • Insurance
MEETING RECONVENED	
B)	Public session: if time permits, the Chairman invites further comments and questions from members of the public (which do not constitute a formal part of the meeting)
C)	Cheque signature: for payments approved during the meeting
MEETING ADJOURNED AND RECONVENED IN PRIVATE	
18/056	Confidential Items To consider a motion for the press and public to be excluded from the items 18/057 – 18/059 below on the basis that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted
18/057	* Enforcement issues: to consider any further information received from Maidstone Borough Council and to agree upon any further action to be taken to progress outstanding enforcement issues. The material supplied is considered in confidence as required by Maidstone Borough Council.
18/058	* Land Registration and Trees in Need of Protection: to receive update
18/059	* Preserving gap between Teston and Barming: to agree any next steps

*Date of next regular meeting of the Council – 7.30p.m. on 24th July 2018 at Teston Village Hall
(Available at meeting: Agenda, Clerk's Report, Correspondence List, Financial Statement, and Highways Sheet)*

Clerk: Mrs Michelle Tatton
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