

TESTON PARISH COUNCIL

These Minutes were approved by the Council at its meeting on 29th May 2018

Minutes of the Meeting on 27th March 2018
at 7.30pm in Teston Village Hall

Cllr Peter Coulling – Chairman
Cllr Ms Tina Burgon
Cllr Chris Douglass
Cllr Roger Levett
Cllr Robin Owens – arrived late
Cllr Miss Dawn Page

Maidstone Borough Councillor Mrs Fay Gooch

Mrs Michelle Tatton (Clerk)

3 members of the public

Before the meeting commenced the Chairman drew attention to the Council's policy on photographing, filming and broadcasting of Parish Council meetings. No intention to film, photograph or broadcast was declared.

17/241	Declarations of Disclosable Pecuniary Interests and/or Other Significant Interests: In the interests of transparency, all Parish Councillors declared that that they have an interest in (a) Ash Tree Corner, the 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, and Cllr Mrs Wheat have an interest as members of Teston Village Hall Management Committee.
17/242	Apologies for absence: were received from and Cllr Mrs Wheat and these were <u>agreed</u> .
17/243	Minutes of previous meetings: The Minutes of the meeting on 30 th January 2018 were <u>approved</u> as a correct record of the meeting and signed by the Chairman.

MEETING ADJOURNED

- A resident asked whether there was an update regarding the work to restore the benches in the village. The Chairman confirmed that the Parish Council had agreed a quotation and the work would be done once the weather improves;
- A resident referred to a letter received from the Clerk about the damaged visibility mirror in Church Street. This item was on the Agenda for discussion;
- Residents were concerned about the speed of cars in Church Street, particularly as children play on the Village Green. A near miss between two vehicles was reported. The Chairman suggested that an item be placed in Tapestry. A replacement notice to warn pedestrians about cars had been ordered already and would be placed on the telegraph pole at the rear of the shop. It was suggested that the no-through road sign could be made more visible. This would be considered.

MEETING RECONVENED

17/244	Ordering of Agenda: Item 17/259 Visibility Mirror would be brought up the Agenda to be dealt with after the Audit item but would be minuted in the order in which it appeared on the Agenda.
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Administration and Finance

Statement of accounts:

A Statement of Accounts dated 20th March had been circulated showing a balance of £24,528.34 from which the following payments were authorised:

27.03.18	3031	Eon Street Lighting Charges Invoice 01.01.18	21.31
27.03.18	3032	Three Counties Hedge Cutting	240.00
27.03.18	3033	M Tatton 1) Clerk's Salary March 2018	335.27
27.03.18		2) Office Allowance January - March 2018	127.50
	3034	(Clerk's Salary April 2018 - see 2018/19 cashbook)	
27.03.18	3035	M Tatton Clerk's Expenses February - March	91.80

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27.03.18	3036	Maidstone Borough Council Planning Application Fee - Beacon	117.00
27.03.18	3037	Gary's Landscape Courtlands Hedge (heavy cut)	560.00
TOTAL			£1492.88

It was noted that an invoice was awaited from Palmstead for the replacement tree for the Village Green.

It was also noted that the grant to the Church was outstanding. It was **agreed** that this would be paid at the next meeting subject to receipt of invoices.

The Parish Services Scheme funds had been used in full.

The sinking fund was discussed. Cllr Owens recommended that this be increased by £500 to £2,000 and this was **agreed**. The matter would be reviewed every March.

17/246		Audit: The Clerk would be meeting with Cllr Owens and Cllr Mrs Wheat on 12 th April for the purpose of the financial review and on 25 th April with Mr Buckett for the Internal Audit.
17/247	*	Review of Standing Orders, Policies and Procedures: No further news.
17/248	*	Parish Charter: No further news.
17/249		General Data Protection Regulations: The position had been researched by the Chairman and Clerk. A document would be circulated shortly. The Clerk had also started compiling a list of the data held. It was agreed that a separate, initial discussion be arranged to consider the issues, with any decisions reserved for the Parish Council. It was noted that the GDPR would also affect the Village Stores, TLCT and the Village Hall.
<u>Planning</u>		
17/250		<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) 17/505995/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 - Decision awaited. The Chairman reported upon attendance at the Planning Committee when the matter was deferred. The Clerk would register the Chairman to speak when the matter comes back before the Planning Committee. Clerk to alert the Management Committee.</p> <p>iii) APP/U2235/C/17/3175984 Land North of Knole Farm Malling Road Teston Without planning permission the creation of an access and the siting of a steel storage container within the open countryside on agricultural land less than 0.5 hectares in an area which is contrary to both National Guidance and the Local Development Plan policies – Appeal commenced 5th December 2018 – Appeal dismissed. It was noted that the portacabin had been removed although the caravan was still in situ.</p> <p>iv) 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 had already been submitted by the Clerk and these comments were ratified. Decision awaited.</p> <p>v) 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 had already been submitted by the Clerk and these comments were ratified. Approved – 14.02.2018</p> <p>vi) 17/506556/FULL Bridge House Bow Bridge Watringbury Maidstone Kent Proposed upgrade of Network Rail's Watringbury Level Crossing from a Manned Gated Hand Worked (MGHW) Level Crossing to an automated Manually Controlled Barrier(s) (MCB) type Level</p>

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	<p>Crossing – Application withdrawn. The Clerk had emailed local parishes asking whether they would wish to be part of a joint meeting with Network Rail.</p> <p>vii) 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) Comments had already been submitted by the Clerk and these comments were ratified. Decision awaited</p> <p>b) Newly submitted applications including the following:</p> <p>i) 18/500485/FULL Barham Court Tonbridge Road Teston ME18 5BZ Erection of a boundary fence (Retrospective) A draft response had been prepared, the main point being that it is was a pity to upset the open expanse of grass with a fence but ultimately the Parish Council would support the views of the Conservation Officer. It was agreed that the comments be submitted as drafted.</p> <p>ii) 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) It was agreed that the comments made in relation to application 18/500774 be resubmitted for this application.</p>
17/251	* Maidstone Local Plan Issues: Nothing to report.
17/252	* Tonbridge & Malling Local Plan: The position was noted.
17/253	* Assets of Community Value: The matter would be progressed shortly.
17/254	* Walls and Fences: The fence at Barham Court was now the subject of a planning application. There was no further news regarding the wall that was demolished elsewhere.
17/255	Abbeyfield Development: The Clerk and Chairman were likely to meet with the Site Manager towards the end of April.
	<u>Highways and PROW</u>
17/256	<p>Highways Spreadsheet: A spreadsheet of current issues had been circulated. In particular it was noted that:</p> <p>i) The 30 mph roundel had been installed on Tonbridge Road near Teston House;</p> <p>ii) Multiple potholes on Malling Road had been filled including those at the village crossroads;</p> <p>iii) The Clerk had met with Cllr Mrs Wheat to inspect Courtlands and a number of defects had been reported. The Clerk had asked Highways to carry out a general inspect of the pavement as this was considered to be in poor condition;</p> <p>iv) Cllr Douglass reported that some work had taken place on the track at Little Court Lodge Farm but this had been electrical work rather than drainage work;</p> <p>v) The Clerk would ask the Highways to check whether all the work on Tonbridge Road had been completed to their satisfaction.</p> <p>vi) The hedge at Teston Lane still required attention and would be reported again.</p> <p>For the next meeting the Clerk was asked to move the matters that were being monitored to the end of the spreadsheet.</p>
17/257	<p>Signs, seats and litter bins: Two seat bases had been installed, by the entrance to the Allotments and by the southern bus stop opposite Crown City. Signs had been ordered and these would be delivered to the Chairman.</p> <p>It had been confirmed that the Parish Council would have ownership of the seats and signs.</p>
17/258	Traffic Island on Tonbridge Road in the Vicinity of Ash Tree Corner: The feasibility study had been finalised. This would be circulated again, prior to being sent to consultants.
17/259	Damaged Visibility Mirror at Teston Village Hall: The Clerk had written to residents at The Bungalows because the mirror on the side of the shop had been damaged and removed as it was dangerous. A response had been received from a resident asking the Parish Council to fund a replacement. The resident was invited to speak. The possibility of traffic calming measures was also raised. The Chairman commented that there had never been a pavement on the Hall side of

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	<p>Church Street so pedestrians have always had to walk in the road or walk on the pavement by the Bungalows. While it was appreciated that coming out of The Bungalows was not the easiest manoeuvre this was not dissimilar to some other properties in the village. Some drivers would always be inconsiderate even where speed reduction measures were introduced. There was no knowledge of other mirrors locally being put up other than by residents.</p> <p>Cllr Owens commented that safety is important but ultimately responsibility lies with drivers. Mirrors could be helpful but mounting one was quite a responsibility and it was not the Parish Council's responsibility to provide them.</p> <p>The matter had been discussed by the Village Hall Management Committee and it had been agreed in principle that a mirror could go back on the wall subject to it being in the same location and of the same size as previously.</p> <p>It was agreed that if funding for a mirror could be found the Parish Council would not stand in the way of residents, but it should be mounted higher and closer to the wall. The Village Hall Management Committee would need to agree. Unfortunately the Parish Council could not fund the mirror. Cllr Levett stated that the same discussion had been had before the previous mirror had been installed and the Parish Council had reached the same conclusion.</p> <p>The resident was invited to comment and raised further concerns about the danger of vehicle speeds. It was suggested that the need for the mirror did not arise until the shop was extended. However, Councillors recollected that this was not the case and that the previous mirror had predated the shop. The Chairman recalled that the mirror was there prior to the hedge being removed. It was not thought the accident profile for the junction had changed. If anything, visibility is better now. In relation to traffic calming measures, these would not be possible without street lights.</p> <p>Cllr Levett reported that the issue of street lighting had been raised twice in the past and was not supported. He questioned whether the Police could be invited to visit and observe the situation. Cllr Ms Burgon questioned whether it was time to ask for residents views again regarding lighting and traffic calming.</p> <p>The matter was discussed at length with varying views. It was agreed that consideration would be given at the next meeting as to whether Cllr Ms Burgon's suggestion should be pursued.</p>
17/260	* Teston Road: No further news.
17/261	Speed Watch: It was noted that the Speed Watch Co-ordinator had stepped down with immediate effect. There was a member of the team who might be prepared to take over but this would not be until August. Cllr Levett would speak with a resident whom he thought might be prepared to get involved. The Clerk was asked to write to the Co-ordinator to thank him and his late wife for all their efforts over many years.
17/262	Medway Bridges: No further news.
<u>Environment</u>	
17/263	<p>Allotments:</p> <p>a) Regular Inspection Report from Cllr Douglass: There were a lot of plots that were beginning to need attention but as the weather had been poor, and therefore opportunities to visit the allotments limited, Cllr Douglass would continue to monitor for the time being.</p> <p>A bag of Type 1 had been put down to fill the holes. Further bags were required and it was agreed that these be obtained at a cost of up to £200.</p> <p>The boundary fence work had not yet started but this was imminent.</p> <p>The water had been turned on.</p> <p>b) Fencing and Hedges: Hedging had been ordered to fill the gaps.</p> <p>c) Allotment Tenancy Renewals: It was noted that there were a couple of plots available.</p>
17/264	* Ambulance Sirens: The Chairman reported on the response received and this was noted.
17/265	<p>Teston's Trees and hedges, including:</p> <p>a) Village Green Trees: The new tree has been planted by Cllr Levett and Cllr Douglass. Cllr Levett was concerned that the contractor should be reminded about the damage that had been caused to the previous tree and the Clerk would contact them again.</p> <p>b) Hedge at Courtlands: This work had been completed.</p> <p>c) Infill Hedging Alongside the A26 Adjacent to the TLCT Woodland and Allotments: (See</p>

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		<p>item 17/263b) above). The Clerk's action in authorising the contractor to plan the works, owing to limited availability of necessary planting stock, was ratified.</p> <p>d) KMOTT Trees in the Village Competition 2018: It was agreed that the village be entered in the competition and Cllr Levett would be the point of contact.</p>
17/266	*	<p>Malling Road Trees and Conservation Area Considerations: Coppicing had been taking place to the north of the village. The Clerk was researching why this area had not been included within the Conservation Area when the boundary was reviewed.</p>
17/267	*	<p>Teston Bridge Country Park: As noted, the Clerk had submitted a response to the ANPR application and had subsequently contacted the Country Parks Operations Manager urging that the grace period notices be reinstated, and that consideration be given to a parking concession for Teston residents.</p> <p>It was noted that season tickets were available across all KCC Country Parks and it was suggested that details be circulated via Tapestry.</p>
17/268		<p>Commemorating the 100th Anniversary of the End of WW1 – Beacon Lighting on 11.11.2018, Memorial Plaque and War Memorial Cleaning: The Chairman and Clerk had prepared the Planning Application and Heritage Statement. The latter would be circulated and the Application would then be submitted.</p> <p>The Chairman would be visiting two blacksmiths and would bring a recommendation to the next meeting.</p> <p>The Chairman and Clerk had met with Gordon Newton from the Stone Shop regarding the plaque at the War Memorial. He has been requested to mount this not long before November 11th, with a cover that can be peeled off. A clean of the War Memorial had also been scheduled for as close to November as possible.</p> <p>The Clerk was asked to contact the Club regarding the Bar and BBQ, and the Royal British Legion regarding a bugler.</p> <p>Cllr Miss Page and Cllr Ms Burgon would be meeting on 23rd April with a representative of the History Society. The matter would be raised at the Annual Parish Meeting.</p>
17/269		<p>Litter and Fly-tipping: The possibility of a volunteer litter pick was considered. Within the 30mph limits it was felt that there was not sufficient litter. The main problems were Tonbridge Road and Malling Road. These areas had been reported to Maidstone Borough Council for attention.</p>
17/270		<p>Britain in Bloom: Information had been circulated prior to the meeting. It was not thought that there was a big enough centre piece for the flowers. It was decided that the Parish Council would not enter but if there were any community areas that could be enhanced ideas should be brought back to the Parish Council.</p>
17/271	*	<p>Village Green/Village Hall Boundary: No further news.</p>
17/272	*	<p>Play Area Equipment Check and Rota : April – Cllr Ms Burgon; May - Cllr Mrs Wheat; June – Cllr Levett</p> <p>The Chairman reminded Councillors to check the defibrillator.</p>
		<p><u>Other</u></p>
17/273		<p>Social Media, Data Back-Up and Document Retention: This would be part of the discussion about GDPR..</p>
17/274		<p>Civic Service 20th March 2018 at Canterbury Cathedral: Cllr Levett attended the Service. This had encompassed the Commonwealth. He had found it very interesting.</p>
17/275		<p>Sorting and Storage of Historic Parish Council Papers: Cllr Douglass and Cllr Mrs Wheat would be meeting at the Village Hall to discuss storage. It might be that a storage charge would need to be introduced for those wishing to use storage.</p>
17/276		<p>Annual Parish Meeting 17th April 2018: Cllr Miss Page would organise refreshments within an agreed budget of £50.</p>
		<p><u>Consultations – to consider responses</u></p>

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17/277	<p>i) Draft revised National Planning Policy Framework: closing 10th May. A Maidstone KALC / Coordinating Team response was expected and when received this would be considered.</p> <p>ii) Local government ethical standards Stakeholder Consultation: No comment.</p> <p>iii) Taxis and Hackney Carriages in Maidstone: No comment.</p>
17/278	<p><u>ANY LATEST REPORT UPDATES FOR NOTING ONLY</u></p> <p>Cllr Mrs Gooch gave a brief update on Borough issues. It was noted that a parking charge would now apply at the London Road Park and Ride.</p> <p>Cllr Mrs Gooch would find the results of the latest residents' survey.</p> <p>Cllr Levett raised the issue of parking on the Village Green. The situation was noted.</p>
MEETING ADJOURNED TO RECEIVE THE FOLLOWING REPORTS	
	<p>i) Teston Village Stores CIC Matters</p> <p>Annual Accounts: these had gone in. Two suppliers had gone into administration.</p> <p>ii) Teston Land Conservation Trust Matters</p> <p>Plaque replacement: Mr Whillock had replaced this and put some protection around it.</p> <p>Vineyard approaches: Cllr Levett reported upon options. One option might be Upper Boathouse Meadow and the other Ripton Farm. An interested party had looked at Upper Boathouse Meadow although nothing further had been heard.</p> <p>Fishing Fees: It was agreed that these be increased roughly in line with inflation.</p>
MEETING RECONVENED	
B)	<p>Public session: A resident had contacted the Parks Departments regarding the comfort break and they said there was no such thing. This email should be forwarded to the Clerk.</p>
17/279	<p><u>Confidential Items</u> It was resolved that the press and public be excluded from the items 17/280 - 17/282 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</p>
MEETING ADJOURNED AND RECONVENED IN PRIVATE	
17/280	<p>* Enforcement issues: An update was received regarding the Malling Road appeal and this was noted.</p>
17/281	<p>* Land Registration and Trees in Need of Protection: Nothing further to report.</p>
17/282	<p>* Preserving gap between Teston and Barming: Nothing further to report.</p>

*Date of next regular meeting of the Council – 7.30p.m. on 29th May 2018 at Teston Village Hall
(Available at meeting: Agenda, Clerk's Report, Correspondence List, Financial Statement, and Highways Sheet)*

Annual Parish Meeting – 7.30p.m. on 17th April at Teston Village Hall

Clerk: Mrs Michelle Tatton
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