

# TESTON PARISH COUNCIL

These Minutes were approved by the Council at its meeting on 25<sup>th</sup> September 2018

Minutes of the Meeting on 24<sup>th</sup> July 2018  
at 7.30pm in Teston Village Hall

Cllr Peter Coulling – Chairman  
Cllr Ms Tina Burgon  
Cllr Chris Douglass  
Cllr Roger Levett  
Cllr Miss Dawn Page  
Cllr Robin Owens  
Cllr Mrs Nina Wheat

Mrs Michelle Tatton (Clerk)  
2 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.

18/060	<b>Declarations of Disclosable Pecuniary Interests and/or Other Significant Interests:</b> In the interests of transparency, all Parish Councillors declared 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.
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18/061	<b>Apologies for absence:</b> None.
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**MEETING ADJOURNED**

- A member of the public asked about the closure of Teston Lane and noted that cars are ignoring the closure and going over the bridge. Signage says road closed. Cllr Levett felt that it would be sensible to notify Highways and this would be done.
- A question was raised about the constant banging of a drum by a coach party that is visiting Teston Bridge Country Park. The Chairman noted that some issues were arising at the Country Park and it was suggested that the resident make contact with KCC about the issue. The Clerk would provide the resident with an email contact.
- A resident wanted to thank the Parish Council for the new sign at Courtlands to deter inconsiderate parking.
- It was noted that a tree on the Village Green had a low branch.
- It was noted that the benches and Ash Tree Corner litter bin looked very nice and the Clerk was asked to thank the contractor, Dave Harker.

**MEETING RECONVENED**

18/062	<b>Minutes of Meeting on 29<sup>th</sup> May 2018:</b> These were <b>agreed</b> and signed by the Chairman as a correct record of the meeting.
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18/063	<b>Ordering of Agenda:</b> 18/093 would be brought up the Agenda if necessary.
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**Administration and Finance**

**Statement of accounts:** A Statement of Accounts had been circulated showing a balance of £38,893.22 from which the following payments were **agreed**, including post-dated cheques for the Clerk's salary for August:

	Date	Cheque	Payee	Including VAT
18/064	24.07.18	3056	NALC Local Council Review	17.00
	24.07.18	3057	Bill Whillock TOTAL £88.98 i) Allotment fencing	78.98
			ii) Seat repairs	10.00
	24.07.18	3058	Eon Street lighting invoice 2 July 2018	25.05
	24.07.18	3059	Three Counties Contracting Allotment Hedge	75.00
	24.07.18	3060	ROSPA Play Area Inspection July 2018	79.80
	24.07.18	3061	Clerk's Salary July including backpay of £20.10 (£6.70 x 3)	362.07

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		31.08.18	3062	Clerk's Salary August	341.97
		24.07.18	3063	Teston Parochial Church Council	250.00
		24.07.18	3064	M Tatton Clerk's Expenses End May – End July	89.00
				<b>TOTAL</b>	<b>£1328.87</b>
		<p>The estimated year-end funds looked to be on the low side but Cllrs noted that non-routine hedge work would be less than the £1500 estimated and the expected beacon expenses were likely to be closer to £1000.</p> <p>It was noted that the 'Sink Fund' had not been updated on the Financial Statement. This would be done.</p> <p>Invoices for the previous year's Churchyard maintenance had been received. Cllr Miss Page was asked to ensure that in future the invoices were available before the end of the financial year.</p>			
18/065	*	<b>Review of Standing Orders, Policies and Procedures:</b> Some progress had been made but there was still more to do. Deferred to the next meeting.			
18/066	*	<b>Parish Charter:</b> No further news.			
18/067		<b>Date of Annual Parish Council 14<sup>th</sup> May 2019:</b> This was noted. Cllrs would consider the choice of speaker at the September meeting.			
18/068		<p><b>Consideration of Grants to Village Organisations:</b></p> <p>a) <b>TVHMC – up to £1500 for assistance with grounds maintenance at Teston Village Hall:</b> It was noted that the Parish Council already makes a grant of £750, recognising the important visual appearance of the Hall to the village. The Village Hall had been making further improvements to the outside seating area. To date, a little over £1200 had been spent on this project. Last year £750 has been spent on the air conditioning unit. It was <b>agreed</b> that a grant of £1000 be made against an invoice for the community area. The matter would also be revisited at the next meeting to consider whether a further grant would be made.</p> <p>b) <b>St Peter and St Paul – to receive invoices relating to the 2017/18 grant and to confirm a grant for 2018/19:</b> The invoices for 2017/18 had been received. The Grant for 2018/19 was <b>approved</b>. This would, once again, be subject to production of invoices confirming payment.</p>			
18/069	*	<b>Future of Tapestry:</b> It was understood that the current Tapestry Team were intending to continue for the time being.			
18/070	*	<b>Annual Return for the Year ending 31<sup>st</sup> March 2018:</b> The Annual Governance and Accountability Return had been submitted to the External Auditor and the outcome of the audit was awaited.			
18/071		<p><b>Review of Risk Assessment:</b> Since the last meeting the Clerk had clarified that the Parish Council's contractor who helps with matters at the allotments and minor village issues such as weeds would be covered by the Parish Council's insurance policy provided the Parish Council oversees his work and has a risk assessment in place.</p> <p>It was <b>agreed</b> that the Chairman and Clerk review the Risk Assessment and present a revised version to the September meeting. Should the contractor be asked to carry out any work in the interim the Chairman and Clerk will ensure that and risks are addressed and the contractor given suitable instruction.</p> <p>It was noted in the Clerk's Report that the contractor has been advised that while cover extends to public liability he is not an employee and therefore, should he require it, he must provide his own safety clothing/equipment.</p>			
18/072		<b>General Data Protection Regulations:</b> Progress had been made but there were some outstanding issues. The matter was deferred to the next meeting.			
		<u><b>Planning</b></u>			
18/073		<p>a) <b>New/pending decisions</b></p> <p>i) <b>TM/17/01595/OAEA and 17/503416/ADJ Land East Of Hermitage Lane And South Of London Road Maidstone Kent</b>            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 – <b>Decision awaited</b></p> <p>ii) <b>17/506268/SUB Gunwalloe 59 Tonbridge Road Teston Kent ME18 5BT</b>            Submission of Details to Discharge Condition 2 of Appeal Decision (Privacy Screen Fence) Subject to</p>			

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	<p>17/500888/FULL (Appeal Ref: APP/U2235/D/17/3183100) <b>Maidstone Borough Council has requested further information from the applicant.</b></p> <p><b>iii) 18/502062/FULL The Village Green Church Street Teston Kent</b> Installation of a beacon to mark the centenary of the World War I armistice (Parish Council's own application) – <b>Approved 25.06.18</b></p> <p><b>iv) 17/505995/FULL Court Lodge Farm The Street Teston Maidstone Kent ME18 5AQ</b> Erection of a detached five bedroom dwelling with associated parking – Referred to Maidstone Borough Council's Planning Committee – <b>Refused 14.06.18</b></p> <p><b>v) 18/502285/NMAMD The Gables Church Street Teston ME18 5AG</b> 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 - <b>Decision awaited</b></p> <p><b>vi) 18/502380/FULL Wateringbury Level Crossing, Bow Road, Wateringbury</b> 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 – <b>Approved 05.07.18 with an informative for Network Rail to meet with local Councillors, Parish Councils and residents to discuss safety / noise / light and related issues</b></p> <p><b>vii) 18/502379/LBC East Farleigh Level Crossing, Farleigh Lane, Maidstone</b> Listed Building application for proposed upgrade of Network Rail's East Farleigh Level Crossing from a Manned Gated Hand Worked (MGHW) Level Crossing to a Manually Controlled Barrier(s) (MCB) type (Resubmission) - <b>Approved 05.07.18 with an informative for Network Rail to meet with local Councillors, Parish Councils and residents to discuss safety / noise / light and related issues</b></p> <p>The Chairman had attended the Planning Committee and argued that the development did not benefit from permitted development rights. The matters progressed as if they did but the Legal Officer would be reporting back on the matter to the next Planning Committee. Network Rail had been in contact to organise the meeting suggested by the Informative. Cllr Levett noted that the CCTV at Teston Level Crossing had disappeared.</p> <p><b>b) Newly submitted applications:</b> None.</p>
18/074	<p>* <b>Maidstone Local Plan Issues, including Air Quality:</b> Maidstone Borough Council had issued a survey regarding the Local Plan process and the KALC Coordinating Team was finalising its submission. This would be circulated in due course.</p> <p>Additional diffusion tubes for parishes were being investigated with Maidstone Borough Council.</p>
18/075	<p><b>Tonbridge &amp; Malling Local Plan, and to consider a meeting of local Parish Council Chairmen:</b> A meeting of Parish Council Chairman had been arranged and would take place shortly. A development of 65 homes is proposed alongside Teston Road and there was concern that this could lead to access onto Teston Road/Wateringbury Road with resultant impact on Teston. The Chair and Members of the Planning and Transportation Advisory Board and other Councillors had been lobbied and Cllr Mrs Gooch had been involved.</p>
18/076	<p>* <b>Assets of Community Value:</b> No further progress. This would be actioned soon.</p>
18/077	<p>* <b>Walls and Fences:</b> No further news.</p>
18/078	<p>* <b>Abbeyfield Development:</b> A meeting would take place on 28<sup>th</sup> August which would be attended by the Chairman or Vice-Chairman.</p>
18/079	<p><b>Maidstone Borough Council Community Infrastructure Levy Workshop – 20<sup>th</sup> June:</b> Cllr Douglass had attended and gave a verbal report. The matter would be investigated further, in particular with regard to any restriction that would be placed on spending by Maidstone Borough Council and how and when Parish Councils who wish to be part of the system notify the Borough Council.</p>
<b><u>Highways and PROW</u></b>	
18/080	<p><b>Highways Spreadsheet:</b> A list of current matters was circulated. In particular, the following matters were noted:</p> <ul style="list-style-type: none"> <li>• The channel at the bottom of the Farm Shop track had not been cleared. The Clerk would send a reminder;</li> <li>• Some boundary hedges on the south side of Tonbridge Road were overgrown. It was <b>agreed</b> that an</li> </ul>

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		<p>article be placed in Tapestry;</p> <ul style="list-style-type: none"> <li>It was noted that the hedge on the western side of Teston Lane between the railway and Tonbridge Road had received a heavy trim. The landowner would be thanked for the care he has taken.</li> </ul>												
18/081		<p><b>Signs, seats and litter bins: See Clerk's report.</b></p> <p>i) The various parking signs, new benches at the southern bus stop and near the entrance to the allotments, and new litter bins had been installed. Maidstone Borough Council's invoice was awaited.</p> <p>ii) <b>Urgent repairs to bench at The Street near Crown City:</b> It was noted that urgent safety repairs were carried out to the seat after it lost a leg. The cost to repair was £10. The Clerk's action was <b>ratified</b>.</p>												
18/082	*	<p><b>Traffic Island on Tonbridge Road in the Vicinity of Ash Tree Corner:</b> The response from Highways was noted. It was <b>agreed</b> that the Chairman and Clerk would liaise regarding a reply to Highways pressing pedestrian safety.</p>												
18/083		<p><b>Safety in and around Village Crossroads and Extending the Footpath 20-25 metres Northwards in Malling Road:</b> It was noted that Highways had issued a template for a Highway Improvement Plan. It was <b>agreed</b> that this be submitted as follows but stating that i) "priority" is not the best way forward, as, presumably, it is a function of affordability and ii) Teston Parish Council wishes to progress all of the below, with Item 1 being relatively low cost and Item 3 a significant cost and iii) that both of these are viewed as higher priority than Item 2.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Item</th> <th style="width: 40%;">Location</th> <th style="width: 50%;">Problem and suggested remedy</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Dropped / tactile kerb on the south side of Church Street (east), Teston, in line with the entrance to the shop.</td> <td>Trip-hazard for those walking down Malling Road and crossing Church Street diagonally towards the village shop.</td> </tr> <tr> <td>2.</td> <td>Extended pavement, running north for approximately 30 metres from "Prospect" Malling Road.</td> <td>Enhancing pedestrian safety. There is existing land owned by Highways, but it needs a kerb and then surfacing.</td> </tr> <tr> <td>3.</td> <td>Traffic Island at or close to the junction of Tonbridge Road with Church Street (west), Teston</td> <td>Very significant problem for pedestrians crossing the Tonbridge Road, especially at rush-hour, and, secondly, vehicles not responding to the 30mph limit on that section of Tonbridge Road.</td> </tr> </tbody> </table> <p>In due course a meeting would be arrange to discuss these issues.</p>	Item	Location	Problem and suggested remedy	1.	Dropped / tactile kerb on the south side of Church Street (east), Teston, in line with the entrance to the shop.	Trip-hazard for those walking down Malling Road and crossing Church Street diagonally towards the village shop.	2.	Extended pavement, running north for approximately 30 metres from "Prospect" Malling Road.	Enhancing pedestrian safety. There is existing land owned by Highways, but it needs a kerb and then surfacing.	3.	Traffic Island at or close to the junction of Tonbridge Road with Church Street (west), Teston	Very significant problem for pedestrians crossing the Tonbridge Road, especially at rush-hour, and, secondly, vehicles not responding to the 30mph limit on that section of Tonbridge Road.
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18/084		<p><b>To Consider Purchase of Solar Powered, Moveable Speed Monitoring Equipment:</b> Information regarding equipment had been circulated. Cllrs were asked to bear this option in mind.</p> <p>The Clerk would get some feedback from Wateringbury, East Farleigh and East Malling &amp; Larkfield who had either already installed or were considering such a sign.</p>												
18/085	*	<p><b>Damaged Visibility Mirror at Teston Village Hall:</b> No further news.</p>												
18/086	*	<p><b>Speed Watch:</b> An article would appear in Tapestry shortly.</p>												
18/087		<p><b>Medway Bridges:</b> As already noted, a meeting with Network Rail and local Parish Councils would take place shortly.</p>												
		<p><b><u>Environment</u></b></p>												
18/088		<p><b>Allotments:</b></p> <p>a) <b>Regular Inspection Report from Cllr Douglass:</b> Some emails sent to tenants whose plots were in need of attention. This would be followed up in a few weeks' time if there was no improvement.</p> <p>It was noted that any official contact regarding the cancellation of any tenancy would need to come from the Clerk.</p> <p>b) <b>Fencing and Hedges:</b> Nothing to report. There are 3 stakes supporting taps that need attention.</p> <p>c) <b>Allotment Tenancy Renewals:</b> Cllr Douglass was liaising with prospective tenants regarding vacant plots.</p> <p>d) <b>Water:</b> The Clerk was still waiting to hear from SE Water regarding the latest bill.</p> <p>e) <b>Rent Increase:</b> It was proposed by Cllr Douglass that the rent be increased from £16.50 to £18 per annum and this was <b>agreed</b>. The Clerk would notify tenants and invite them to an Allotments Meeting in October. All tenants would be issued with a new Tenancy Agreement.</p>												
18/089	*	<p><b>Ambulance Sirens:</b> Nothing further to report.</p>												
18/090		<p><b>Teston's Trees and Hedges:</b> Highways had advised that the remains of the fallen tree on the north side</p>												

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		<p>of the A26 below Court Lodge Farm would not be removed for ecological reasons and this was <b>agreed</b>. A second tree, a Cherry, situated close by had been removed for safety reasons but it was hoped the stump would regenerate.</p> <p>There had been some other activity on this verge, with a new gate installed. The Clerk was in touch with the resident about this.</p> <p>On the south side of the road, Highways had arranged for a dead Ash to be removed.</p> <p>A tree on the Village Green would need to be replaced in the autumn. Meanwhile, the Chairman would be supplying some more strimmer guards.</p> <p>Cllr Levett requested that whoever is inspecting the play equipment during the summer take a watering can to tend the trees put this was not supported. The Clerk would place an article in Tapestry asking for local residents to consider watering them.</p> <p>Another tree had died on the verge at The Street. The Clerk was asked to check that Highways would be replacing.</p> <p>KMOTT had been to judge the trees. Cllr Levett was thanked for showing the judge around.</p> <p>The Clerk was asked to put an item on the next Agenda to consider a new tree (Copper Beech) at the corner of the B2163 –</p>
18/091	*	<b>Malling Road Trees and Conservation Area Considerations:</b> Nothing to report.
18/092	*	<b>Teston Bridge Country Park:</b> It was hoped that a meeting would take place with KCC shortly.
18/093		<p><b>Commemorating the 100th Anniversary of the End of WW1 – Beacon Lighting Event on 11.11.2018, Memorial Plaque, War Memorial Cleaning and related matters:</b> The Chairman produced an updated spreadsheet of tasks and asked Councillors to consider this carefully.</p> <p>Cllr Ms Burgon asked for some clarification on the team’s remit or whether the Chairman wished to join the team.</p> <p>Timings for the events on Sunday 11<sup>th</sup> November were considered.</p> <p>Two parishioners had paid for 2 ‘There but not there’ silhouettes and the Church had applied for a grant for 10 more.</p> <p>It was noted that £2000 had been offered by Cllr Mrs Stockell for the beacon and this was welcomed.</p> <p>It was <b>agreed</b> that the Parish Council would organise any catering arrangements for the beacon event. However, no agreement was finalised in relation to funding for other items. This would be considered at a future meeting.</p>
18/094		<b>Litter and Fly-tipping:</b> A large amount of fly-tipping had been dumped in Livesey Street. This would be reported to Maidstone Borough Council.
18/095	*	<b>Village Green/Village Hall Boundary:</b> A diagram was being drawn up showing some measurements.
18/096	*	<b>Early Cutting of Daffodils:</b> This would be pursued.
18/097	*	<b>Marking Teston’s Northern Boundary:</b> This would be deferred.
18/098	*	<p><b>Play Area Equipment Matter, including:</b></p> <p>i) <b>Annual ROSPA Inspection:</b> The cracks under the chain trail were noted. It was <b>agreed</b> that the Clerk source companies that will cold pour onto the existing tiles under the chain trail.</p> <p>ii) <b>Inspection Rota:</b> July – Cllr Douglass, August – Cllr Miss Page, September – Cllr Owens</p>
		<b><u>Other</u></b>
18/099	*	<b>Sorting and Storage of Historic Parish Council Papers:</b> Cllr Douglass advised that a cupboard could be made available. This already had some Parish Council paperwork in it. There were other items in the cupboard that would need to be sorted first. When this had been done Cllr Douglass would report back.
18/100		<b>Clerk’s Conference 13<sup>th</sup> September:</b> It was <b>agreed</b> that the Clerk should attend if the programme for the day was of interest.
		<b><u>Consultations – to consider responses</u></b>
18/101		<p>a) <b>Local Plan Survey – closing 5<sup>th</sup> August:</b> The KALC Co-ordinating Team would be responding.</p> <p>b) <b>Dog Control Measures Survey – closing 19<sup>th</sup> August:</b> Cllr Levett felt it was a matter of public health and safety. However, it was <b>agreed</b> that the Parish Council should challenge again whether Maidstone Borough Council was over reaching its powers;</p> <p>c) <b>Rights of Way Improvement Plan – closing 12<sup>th</sup> September:</b> This would be considered by TLCT.</p>

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	<p>d) <b>Borough Insight Survey – closing 23<sup>rd</sup> September:</b> It was <u>agreed</u> that any responses should be personal.</p> <p>e) <b>Review of National Parks and AONB (no date):</b> It was noted that Cllr Harwood at Maidstone Borough Council was pushing for the Greensand Ridge to be designated and it was expected that Maidstone KALC would support that.</p> <p>f) <b>Violence Reduction Challenge:</b> No comment.</p>
<b><u>ANY LATEST REPORT UPDATES FOR NOTING ONLY</u></b>	
18/102	<ul style="list-style-type: none"> <li>• Residents had received a notice about the 'Nextdoor' website forum. This was noted.</li> <li>• Cllr Mrs Wheat reiterated that the sign at Courtlands had really made a difference.</li> <li>• Cllr Miss Page asked for permission to have the Pet Service on the Village Green and this was <u>agreed</u>.</li> <li>• On the Green Walk, in the autumn of last year, someone had planted hawthorn bushes in a row. During the autumn appeared two rows of teasels had appeared and they are growing again now. . The Clerk had been provided with some photographs. Kent PROW would be asked to investigate.</li> <li>• Cllr Levett made a plea for TLCT and Shop issues to be discussed at separate meetings instead of at the end of long Parish Council meetings. This was noted.</li> <li>• The Livesey Street fingerpost had lost its 'Teston' finger. Clerk would liaise with Cllr Miss Page regarding a quotation from a local woodman.</li> </ul>
<b>MEETING ADJOURNED TO RECEIVE THE FOLLOWING REPORTS</b>	
	<p>i) <b>Teston Village Stores CIC Matters</b></p> <ul style="list-style-type: none"> <li>• Air conditioner: This is working fine.</li> <li>• Staffing matters: A young man would be helping out in August.</li> <li>• Accounts status: The accounts were in hand.</li> </ul> <p>ii) <b>Teston Land Conservation Trust Matters</b></p> <ul style="list-style-type: none"> <li>• The Ragwort has been substantially dealt with.</li> <li>• Regarding Ripton Farm, no answer could be raised regarding the cropping licence that expires in the autumn.</li> <li>• Financially TLCT is in reasonable shape at present.</li> <li>• The Anglers are very happy.</li> <li>• Upper Boathouse Meadow is suffering with thistles. .</li> </ul>
<b>MEETING RECONVENED</b>	
B)	<b>Public session:</b> No further questions or comments were made.
18/103	<b>Confidential Items</b> It was <u>resolved</u> that the press and public to be excluded from the items 18/104 – 18/106 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
<b>MEETING ADJOURNED AND RECONVENED IN PRIVATE</b>	
18/104	* <b>Enforcement issues:</b> It was noted that an Enforcement Notice affecting land at Malling Road had not been complied with. The Clerk would contact Maidstone Borough Council.
18/105	* <b>Land Registration and Trees in Need of Protection:</b> No further news.
18/106	* <b>Preserving gap between Teston and Barming:</b> Nothing to report.

*Date of next regular meeting of the Council – 7.30p.m. on 25<sup>th</sup> September 2018 at Teston Village Hall  
(Available at meeting: Agenda, Clerk's Report, Correspondence List, Financial Statement, and Highways Sheet)*

**Clerk: Mrs Michelle Tatton**  
10 Clare Wood Drive, East Malling, Kent ME19 6PA Telephone: (01732) 521889 E-mail: testonparish@aol.com

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