

# MINUTES

Full Meeting of the  
**COLLIER STREET PARISH COUNCIL**  
 on Monday 10 February 2014  
 St Margaret's School, Collier Street  
 Commencing at 7.30pm

**Proposed Attendees:** Cllr Bates (Chair) Cllr Arthur; Cllr Barham; Cllr Goff; Cllr Grandi; Cllr Sandys; Clerk Alan Crocker; Hilary Reeve, joint editor, Village News; 4 members of the public.

02.14.1. Apologies	PCSO Nicola Morris													
02.14.2. Declarations of Interest	None declared													
02.14.3. Police Report	<p><b>(Received by email)</b>          15<sup>th</sup>-17<sup>th</sup> Jan – Burglary Dwelling – Den Lane – TV stolen from flooded property          Neighbourhood watch has now been set up. Sus vehicles seen around Crow Plain Farm, suffered previous breaks – will get something sent out through neighbourhood watch. Horses! – 11 on Kings Lane today! Apparently they have passed across fields and land for over 2 months. They ran across and into Spenny Farm, lots of local farmers not happy. Spoke to RSPCA and British Horse Association today, but eventually we have seized them, owners not established, but would appear they were dumped in Collier St before Christmas? CAD 07-0223 if anyone comes forward as owners locally.</p>	PCSO Nicola Morris												
02.14.4. Minutes of Previous Meeting/s These minutes were confirmed as an accurate recording of the proceedings	01.14.4.1 - Minutes of Meeting – 13 January 2014													
02.14.5. Questions from Members of the Public	Sue Trowsdale thanked the PC for the generous donation towards the monthly tea party held for the elderly of the parish. She also wished to record her thanks to the Councillors who had taken a proactive role during the recent flooding. A member of the public raised issue with the overhanging tree at Willow Farm. This issue had been logged by Highways but no action appears to have been taken. The complainant promised to supply Cllr Grandi with the incident number in order that she could take the matter up on her behalf. We suspect this is a landowner issue.													
02.14.6. Issues/ Correspondence Requiring Action	<table border="1"> <thead> <tr> <th>Subject</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>Changes to Planning Department Operations MBC</td> <td>The Clerk has been instructed to raise issue with the envisaged problems following these proposed changes.</td> </tr> <tr> <td>Kent Minerals and Waste Local Plan Pre Submission Consultation</td> <td>The plan is now available from The Clerk.</td> </tr> <tr> <td>Green and Blue Spaces Provision in Maidstone Borough</td> <td>The Clerk will respond – there appear to be some erroneous information supplied by the Borough.</td> </tr> <tr> <td>Polling Place Review</td> <td>Hilary Reeve will include details in the next VillageNews.</td> </tr> <tr> <td>Letter to Landowners Land Drainage</td> <td>It was decided after a lengthy debate to send a letter to every resident in the Parish, together with a questionnaire from the Environment Agency. Subject to their approval it was suggested that we ask</td> </tr> </tbody> </table>	Subject	Action	Changes to Planning Department Operations MBC	The Clerk has been instructed to raise issue with the envisaged problems following these proposed changes.	Kent Minerals and Waste Local Plan Pre Submission Consultation	The plan is now available from The Clerk.	Green and Blue Spaces Provision in Maidstone Borough	The Clerk will respond – there appear to be some erroneous information supplied by the Borough.	Polling Place Review	Hilary Reeve will include details in the next VillageNews.	Letter to Landowners Land Drainage	It was decided after a lengthy debate to send a letter to every resident in the Parish, together with a questionnaire from the Environment Agency. Subject to their approval it was suggested that we ask	
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	<p>the network of Village News distributors to help us with this initiative.</p> <p><b>Re: Request from Collier Street Parish Council for signage to close roads</b></p> <p>We have received a negative response from the police authorities but will be progressing this matter further hopefully face to face with the officers responsible. Bearing in mind the authority responsible failed to respond to our requests until after the event – then left signage up when the appropriate roads were safe to use.</p>	
<p>02.14.7. Flood Committee Report</p>	<p><b>Update on Flooding or Parish Council 10<sup>th</sup> Feb 2014</b></p> <p><b>Meetings attended.</b></p> <p>Network Rail. Simon Alford on Friday 17<sup>th</sup> Jan Barbara and Ray Grandi plus Lynne Barham and myself. We walked both sides of the railway and as a result Network rail have agreed to clear out the culverts under the railway and work should start on 10<sup>th</sup> Feb. They are also planning to clear out all the rubbish in the ditch along the side of Longends Lane. The trees will also be cut back and the fences repaired. This work will be done over the next few months. The meeting was very positive.</p> <p>On Friday 17<sup>th</sup> Jan met with Hugh Tassell a land owner in Longend Lane about the overhanging trees. He thought they belonged to the council but after he had met the council he agreed they belonged to him and he has now had them all cut back.</p> <p>On Monday 3<sup>rd</sup> Feb Barbara and I met Mike Watson from UMIDB. He confirmed that my problem in the garden was down to me as the riparian owner and that in order to put a brick culvert and grill in the farmers ditch would require planning permission from the UMIDB but it would not be a problem. I have started discussions with the farmer Pat Burke.</p> <p>We also discussed his email sent by the Clerk. He was very good in explaining what it was worth putting in our report to him. He needs us to give him the exact facts with potential ways of moving forward. He said he would help if it was in his remit. It was suggested that once we have all the information it would be good to arrange to have a further meeting.</p> <p>On Monday 3<sup>rd</sup> Feb I met with Ken and David Jenner who farm in Sheephurst Lane to discuss the way the water moves in and around their farms.</p> <p>On Sunday 9<sup>th</sup> Feb met with Trent Dear to look at the issues in and around Chequer Tree Farm and Longend Lane. A number of issues related to ditches going nowhere and land ownership.</p> <p><b>Response to article in Parish Magazine.</b></p> <p>I have to date had four emails relating to issues in and around the village. Three of these have resulted in me visiting the sites to look at the issues. Sparrow Cottage, Spitzbrook and Green Lane were the sites. The other person has offered to help the Parish Council in any way they can although they were not actually flooded.</p> <p><b>Main Areas for consideration to ease the flooding problems in the village</b></p> <ul style="list-style-type: none"> <li>➤ To look at increasing the bund at Brook Farm as it is here that the problem occurs when the river bursts its bank. This has now happened three times since Christmas.</li> <li>➤ Is it possible to look at the area above Brook Farm where the river splits and there appears to be the possibility of the potential to put in storage facilities and flood farm land.</li> <li>➤ When the river splits and according to local farmers more water goes down the Lesser Teise than the Teise. Is this acceptable or should more be directed to the Teise. This may have a knock on effect at Laddingford.</li> </ul>	<p>Lead Councillor David Ridd</p>

	<ul style="list-style-type: none"> <li>➤ There is a need to look at the problems in Green Lane as there is little or no ditch on the left hand side coming from Marden. In some places it can be seen and in some parts it is piped and in other places it has been filled in. There are some brick culverts in a mixed state of repair in this section.</li> <li>➤ Opposite Little Brook Farm there is a ditch that goes right down to the river. Could this be opened up to allow a greater flow of water in that direction? If this was to be possible it would in turn mean that less water would come down Green Lane and Haviker Street and potentially would mean less houses would be affected if we get more flooding.</li> <li>➤ The new drains that have been put in near Mockbegger are causing flooding to Orchard View Cottages. It appears they have been joined up to a pipe that goes nowhere. It is possible that there is a pipe under the gardens of the two properties and then down to Den Lane. I cannot prove this one way or the other. Prior to the conversion of one of the Oasts at Den Farm in the mid-1990s there used to be a ditch running down the right hand side of Den Lane that took the water. This was filled after the services to the oast were installed. The solution here may be to put a new ditch in down the side of the cottages to the pond that in turn would link to UMIDB ditch that runs through Den Farm.</li> <li>➤ The issues in around Church Farm require further investigation in conjunction with the UMIDB as they are aware of the situation in this area.</li> <li>➤ The Parish Council should write to Kent Highways requesting they formally look at the issue at the Village Hall and if a new pipe can be put into Green Lane to allow the flow of water from the road and ditch to join the UMIDB ditch at the correct angle. This needs a formal letter from the PC to instigate this procedure to happen.</li> <li>➤ We need to circulate our letter about Riparian ownership and the maps of the village and get that information collated.</li> <li>➤ I feel we should also have a village meeting that is open to everyone. We could invite the EA and UMIDB to attend.</li> </ul> <p>There are other issues to address but would like to propose we do not send the final report until we have attended the meeting in Yalding on the 18<sup>th</sup> and the meeting with Helen Grant MP on the 28<sup>th</sup>. It is possible more things will come out of these meetings that can go into the report.</p>	
<p><b>02.14.8. Recreation Field Report</b></p>	<p>The new buffers for the see-saw have been delivered and will be in situ in the near future. Currently we are working on a new specification for the maintenance of the recreation field mindful of course of the severe budget cut following the introduction of the Parish Services Scheme.</p>	<p>Lead Councillor David Goff</p>
<p><b>02.14.9. Community Safety Issues</b></p>	<p><u>Speedwatch</u> These sessions will resume after the flooding ceases.</p> <p><u>Speed limits</u></p> <ol style="list-style-type: none"> <li>1. <u>Green Lane:</u> The 40 MPH speed limit sign behind the telegraph pole has now been repositioned in front of it.</li> <li>2. <u>Sheephurst Lane:</u> Kent County Cllr. Paulina Stockell and Andy Padgham (Highways Engineer) have assured us that that the new 40 limit is on the list of works.</li> </ol> <p><u>Parking</u> <u>Parking Restrictions/Yellow Lines outside the church:</u> Andy Padgham has confirmed that the works are due to go to contractors.</p> <p><u>Road Closures During Flooding</u> The Parish Council has been informed by the police that road closures are the responsibility of Highways who have all the road closure signs and barriers, they have passed the issue on to them. The Clerk wrote to John Burr, Director of Highways; The Chief Constable; and The Police Crime Commissioner Ann Barnes. Subsequently David Ridd agreed road closure locations with the Environment agency when he toured the Parish on February 4<sup>th</sup>. A map showing these locations was then circulated.</p>	<p>Lead Councillor Barbara Grandi</p>

Ditches maintained by UMIDB: Members of the Parish Council have been frustrated by the reluctance of various agencies to take responsibility for the many ditches, gulley's and watercourses we have in Collier Street. We have prepared a letter and survey form for distribution to all households which we hope all landowners will complete, this will help us in our efforts to get all watercourses working efficiently.

Other Flooding Issues linked to Highways

Cllrs Goff and Grandi met with a very helpful gentleman from Network Rail and together they walked a long section of the land next to the railway line from Claygate Lakes to the outskirts of Marden. Areas where blocked culverts under the railway and/or overgrown and litter filled ditches could be hampering water flow were identified. Works have subsequently been scheduled for Network Rail to clear the culverts on February 10<sup>th</sup>.

Cllr Paulina Stockell has offered to fund improvements to the culvert that goes under the road if that will help flooding issues at the Haviker Street/B2162 junction.

On Monday February 3<sup>rd</sup> David Goff and Barbara Grandi met with Mike Watson of the UMIDB and LMIDB. He was very interested in all the issues but highlighted clearly the limitations; there are only 5 men in the team covering the whole area and their remit is purely to make sure the UMIDB/LMIDB ditches are flowing, they do not own any of the ditches. They work very closely with the EA and have a good knowledge of the area and our issues but he stressed that we should concentrate on the critical flooding points. He will follow up concerns we had about: the Teise breaking its banks at the south easterly part of the parish; the flooding near Brook Farm; the culvert at the old village hall; and the problems now occurring for properties on the B2162 following the repair to the culvert after the large poplar trees fell in the October storm.

Highways

Faults Reported:

- Forge Lane: the Finger Post sign at the Jarmons Lane junction has been replaced and now points to Benover or Collier Street.
- Missing road sign: The three way directional fingerpost sign, missing from the junction of Jarmons Lane and Benover Road for several years has at last been replaced. Ref:84689 (27/11/13)
- Fingerpost Sign Dislodged: at the junction with Green Lane and Longend Lane. Ref: 87941 on 03/01/14, this has been returned to the upright position.
- Flytipping: the large amount of flytipped builders' waste in Longend Lane reported 09/01/14 Ref: 119426 is still there. This was reported again on 4/2/14 with a new ref no:1208096
- Pot Hole- Residents complained of a pothole outside Worsley Cottages near Collier Street Village Hall, reported via the portal and has since been filled 13/12/12.
- Pot Hole- On the B2162 50 yards from Burtons Lane Ref:89236 on 09/01/2014
- Collapsing Roadside Ditch: Opposite Little Brook Farm in Green Lane, the bank has started to collapse and is dangerous. Reported 03/01/14 and given Ref: 87944 Further concern expressed so reported again on 09/01/2014 Ref: 89237. There is no solution as yet, all agencies are passing the buck re: responsibility. It is very precarious and a car or cyclist could easily put a wheel down the bank.
- Overhanging Tree: A large hedgerow tree snapped in the winds and was hanging precariously over Forge Lane. Reported 09/01/14, Ref: 89241. This was removed along with several other low hanging trees.

Fire Hydrants

The Fire Hydrant check will recommence when all the water has subsided and we can find them!

Road Closure/Nu Venture Service Disruption: Forge Lane was closed after flytipping blocked the road early on Monday Jan 13<sup>th</sup>. It was cleared early Tuesday 14<sup>th</sup> but the bus company, NuVenture, refused to reinstate the bus service until they had been officially told by KCC that the road was clear. Several phone calls had been made by residents pleading for the bus service to be reinstated as the road had been clear since early Tuesday. This was very upsetting for them as many rely on this subsidised bus service; NuVenture bosses insisted that the buses continue to turn round at Vicarage Road on the other side of Yalding. A Forge Lane resident rang

	<p>Cllr Grandi on Thursday Morning, she sent a few emails and the bus service eventually recommenced by 4pm that afternoon.</p> <p><u>Freight Zone:</u> The Maidstone JTB (Joint Transportation Board) met on January 22<sup>nd</sup> to discuss the Experimental 7.5 tonne Freight Limit Order and Cllr Grandi attended to speak on behalf of Collier Street Parish Council. Cllr Arthur also attended as a member of the public. A report was produced by Andy Corcoran and was presented to the JTB with the recommendation that the Order could only be made permanent if additional roads were included in the zone, these roads are: Claygate Road and Spenny Lane in Collier Street; Laddingford Village, Darman Lane and Pikefish Lane in Yalding/Laddingford Parish. Following previous feedback the Order had already been amended to give more agricultural vehicles access to the zone and to provide a permit system for businesses close to the zone if they could prove exclusion was affecting their trade.</p> <p>The JTB voted to support the inclusion of the additional roads and the final decision now rests with KCC Cabinet Member David Brazier, he will either: support the recommendations and make the zone permanent; or he will abandon it altogether.</p> <p><u>Neighbourhood Watch</u> A public meeting was held at the school on January 27<sup>th</sup> at 7pm to promote the establishment of a new neighbourhood Watch scheme in Collier Street. Cllrs Grandi, Goff and Arthur attended along with the Clerk Alan Crocker. The meeting was led by PCSO Nicola Morris and the Area Neighbourhood Watch Coordinator Linda Sinclair. Many issues of concern were discussed from fly tipping to theft of machinery and loose or abandoned horses. We were also shown a recommended motion detector security camera and light.</p> <p>Two residents stepped forward to be coordinators and they now have to go through the usual checks. As a direct result of the meeting we already have a list of people who are willing to start off an email alert system under the remit of Neighbourhood Watch which we hope will be active very soon and will be used to send round messages about suspicious vehicles or individuals, incidents of theft or damage etc. If you wish to take part just send in your contact details, ideally we need at least one contact in every group of homes/buildings so that word can be spread quickly and effectively.</p> <p>There will be brand new Neighbourhood Watch signs posted in the village.</p> <p><u>UKPN</u> UKPN's surveyor David Wright of Babcock International informed the Parish Council that they will be replacing the main voltage line between two substations near the end of Spenny Lane, all residents and landowners affected will have been contacted.</p>	
<b>02.14.10. PLANNING</b>		Lead Councillor Will Bates
<b>02.14.10.1</b> <b>MA/13/2006</b> <b>J W TIMBER LTD LONGEND LANE</b> Removal of existing portakabins and replacement with permanent building	We have no objection in principal to the replacement with some permanent buildings. However these buildings are not suited to a rural location.	
<b>02.14.10.2</b> <b>Full Planning Permission</b> <b>MA-13-2061</b> <b>FORGE COTTAGE, COLLIER STREET</b> Erection of single storey rear extension	The Parish Council do not wish to comment	
<b>02.14.10.3</b> <b>Approved/Granted with conditions</b> <b>MIREMBE CLAYGATE ROAD</b> Removal of render and replace with weatherboarding to match existing. Removal of plywood shutters on two front first floor windows. Erection of satellite dish to the rear as shown on drawings and photographs received on 12 November 2013.	The works to which this consent relates must be begun before the expiration of three years from the date of this consent; Reason: In accordance with the provisions of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.	
<b>02.14.10.4</b> <b>Approved/Granted with conditions</b>	The development hereby permitted shall be begun before the expiration of three years from the date of this permission; Reason: In accordance with the provisions of	

<p><b>MA/13/0799</b>  <b>1, ASHMEAD COTTAGES, SHEEPHURST LANE</b>  Erection of two storey side extension and single storey rear extension as shown on plan numbers  001/100/101,001/100/102,001/100/103, Flood Risk Assessment and Application Form received 7 May 2013 and plan number 001/100/103/Rev A received 12 August</p>	<p>Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004. 2.</p> <p>The materials to be used in the construction of the external surfaces of the extensions hereby permitted shall match those used in the existing building;  Reason: To ensure a satisfactory appearance to the development.</p> <p>The development hereby permitted shall be carried out in accordance with the following approved plans: Plan numbers 001/100/101, 001/100/102, 001/100/103, Flood Risk Assessment and Application Form received 7th May 2013 and plan number 001/100/103 Rev A received 12th August 2013.</p> <p>Reason: To ensure the quality of the development is maintained and to prevent harm to the residential amenity of neighbouring occupiers.</p>																					
<p><b>02.14.10.5</b>  <u>Referred to Planning Committee</u>  <b>6 February 2014</b>  <b>MA/12/2103</b>  <b>CHERRY GARDENS, COLLIER STREET</b>  Change of use to residential caravan site for one gypsy family including the stationing of one static caravan, one touring caravan and associated hard standings shown on drawings received on the 21 November 2013 and drawing no: T13/522-01</p>	<p>Cllr Ridd has written a letter of objection on behalf of the Parish Council and it is his intention to attend the Planning meeting as an objector. Two Borough Councillors have been lobbied and will also oppose the said application.</p>																					
<p><b>02.14.10.6</b>  <b>MA/14/0132</b>  <b>LAND AT SPENNY FARM, SPENNY LANE</b>  Screening opinion for a proposed photovoltaic solar farm</p>	<p>The Parish Council has received no papers on this case</p>																					
<p><b>02.14.10.7</b>  <u>Full Planning Permission</u>  <b>MA/14/0150</b>  <b>THE LODGE, LITTLE CHEVENEY FARM, SHEEPHURST LANE</b>  Proposed use of farm office and store to holiday let covered storage, ancillary garden storage including alterations to fenestration.</p>	<p>The Parish Council do not wish to comment</p>																					
<p><b>02.14.10.8</b>  <u>Full Planning Permission</u>  <b>MA/13/0161</b>  <b>3 MILL COTTAGES, CLAYGATE</b>  Single storey rear extension</p>	<p>The Parish Council do not wish to comment</p>																					
<p><b>02.14.11 The meeting approved the payments as detailed</b></p> <p><b>02.14.11.1. Monthly Reconciliation Report of Accounts 2013-14 and for budget monitoring/control.</b></p> <p><b>02.14.11.2 Chairman to sign the upcoming Funding Agreement MBC (2014-2015) and the confirmation of 2013-2014 spends.</b></p> <p><b>02.14.11.3 Signatories to sign SO for the SLCC</b></p>	<table border="1" data-bbox="646 1352 1182 1570"> <thead> <tr> <th>DATE</th> <th>CHEQUE NO</th> <th>PAYEE</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>10.02.14</td> <td>100767</td> <td>Paul Waring</td> <td>£2028.18</td> </tr> <tr> <td>10.02.14</td> <td>100768</td> <td>The Clerk</td> <td>£444.75</td> </tr> <tr> <td>10.02.14</td> <td>100769</td> <td>HM Revenue and Customs</td> <td>£90.20</td> </tr> <tr> <td>10.02.14</td> <td>100770</td> <td>Ludus Leisure Ltd</td> <td>£231.60</td> </tr> </tbody> </table> <p>Email copies of this report were sent to each of the Councillor and a hard copy produced to the meeting. No issues were raised.</p> <p>Both sets of papers were signed by the Chairman and a Councillor and were duly witnessed by The Clerk.</p> <p>The Parish signatories signed a standing order for future payments to the SLCC.</p>	DATE	CHEQUE NO	PAYEE	AMOUNT	10.02.14	100767	Paul Waring	£2028.18	10.02.14	100768	The Clerk	£444.75	10.02.14	100769	HM Revenue and Customs	£90.20	10.02.14	100770	Ludus Leisure Ltd	£231.60	<p>The Clerk</p> <p>The Clerk and Lead Councillor Steve Barham</p>
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<p><b>02.14.11.4 HSBC – Various Issues</b>  <b>1. Confirmation of closure of account 4003635 61228986</b>  <b>2. Motion to add two further signatories to the Parish Council Bank Accounts</b>  <b>3. Application for Internet Banking</b></p>	<p>Two further signatories were added to the Parish accounts and an application was completed for future internet banking.  See above</p>	
<p><b>02.14.12 Items carried forward</b></p>		
<p><b>02.14.13 Borough Councillors Report</b></p>	<p>No Councillor in attendance and no report received</p>	
<p><b>02.14.14 Village Hall</b></p>	<p><u>The VH Committee.</u> The Committee will meet at the beginning of March to discuss the Ecological surveys and the Flood surveys for both the old village hall site and the proposed new hall site. Flooding in the Parish has understandably occupied Committee members over the past few weeks.</p> <p><u>The Ecological Surveys</u> have arrived and the main points for discussion by the committee are summarised below:</p> <p>Ecological Survey, the old village hall site:</p> <ol style="list-style-type: none"> <li>1. Get the HIS Assessment organised for Great Crested Newts and if the outcome recommends it then organise the Presence/Likely Absence survey for March.</li> <li>2. Make sure post development security and amenity lighting is planned with recommendations for bats forage areas when any plans are formed/submitted.</li> <li>3. Remove any shrubs that are to be this year, before the end of March to reduce disturbing nesting birds.</li> <li>4. Cut the vegetation to 10cms in April, then again after two weeks, to encourage any reptiles to go elsewhere.</li> <li>5. Be vigilant when clearing the shrubs and trimming the grass, remove any reptiles, hedgehogs or toads to suitable alternative locations outside the construction zone.</li> <li>6. Make sure the planting of native trees and shrubs are included in the plans for the site.</li> </ol> <p>Ecological Survey, the new village hall site:</p> <ol style="list-style-type: none"> <li>1. As No.1 above for Great Crested Newts.</li> <li>2. As No.2 above for bats.</li> <li>3. Although we do not plan to remove any trees or shrubs we should be mindful of nesting seasons.</li> <li>4. Carry on mowing regime, stack materials off the ground and check temporary holes or ditches regularly to make sure grass snakes are not present or trapped.</li> <li>5. As No5 above.</li> <li>6. Cover excavations at night and/or place planks in them to enable badgers to escape.</li> <li>7. Incorporate key habitat features into the new design with native trees, plants and shrubs and grassland. Wildlife habitats have already been created on the recreation ground and these will need to be maintained and developed.</li> </ol> <p><u>The Flooding Surveys</u> have arrived but have yet to be summarised.</p> <p>BG</p>	<p>Lead Councillor  Barbara Grandi</p>
<p><b>02.14.15 Matters for Discussion next Meeting</b></p>		
<p><b>02.14.16 Date of Next Full Meeting</b></p>	<p>10 March 2014</p>	

Minutes prepared by:-

**ALAN CROCKER**

Clerk to Collier Street Parish Council

