

# MINUTES

## COLLIER STREET PARISH COUNCIL

on Monday 11 January 2016  
 St Margaret's School, Collier Street  
 Commencing at 7.30pm  
 Cllr Hill

**Attendees: Cllr Grandi (Chair); Cllr Goff (Vice Chair); Cllr Barham; Cllr Fisher; Cllr Hill; Cllr Sandys; Hilary Reeve, joint editor Village News; initially 3 members of the public.**

01.16.1. Apologies	Cllr Walker; PCSO Nicola Morris					
01.16.2. Declarations of Interest	None declared					
01.16.3 Police Report	<p>01/11/2015-19/12/2015 – Theft of copper from Church</p> <p>Sheep incidents within the village. There were several calls to Police over the Christmas period, however one of these incidents was witnessed, dog located and the owner dealt with by attending officer. The dog is no longer in the area and was taken to vets and put down.</p> <p>The Chairman is to progress the matter further as she was under the impression that there were 2/3 dogs involved. The meeting was concerned with the overall police handling of this matter.</p>	PCSO Nicola Morris				
01.16.4. The minutes of this meeting were approved as an accurate recording of the proceedings.	01.16.04.01 Minutes of Finance and Development Control Meeting – 14 December 2015					
01.16.5. Questions from Members of the Public	<p>A question was raised concerning the details of the planning application that had allegedly been submitted by the VH Committee to the Planning Department at MBC. The Vice Chairman PC/VH Committee Chair confirmed that at this point in time no application had been submitted.</p> <p>Discussions followed concerning the issue of flooding in the vicinity of the old Village Hall to the effect that at least 4 households had been affected, purported to having been caused by the culvert under the road. The questioner wanted to know what the PC had done about this issue. Both the Chair and Vice Chair explained that along with many other issues this had been raised at high profile meetings they had attended with MBC, Highway's, the EA and UMIDB and also met with representatives of some of these agencies on site. The Vice Chair read the latest authority findings. The complainant was given details of whom he should contact personally as the PC had done all it could to bring this issue to the attention of the various agencies.</p>					
01.16.6. Issues/ Correspondence Requiring Action	<table border="1" data-bbox="553 1367 1232 1398"> <tr> <td data-bbox="553 1367 862 1398">01.16.06.01 Parish Magazine</td> <td data-bbox="862 1367 1232 1398">Lead Cllr Grandi</td> </tr> </table> <p>The production of the Parish Magazine is to change hands and the Chairman expressed sincere thanks, on behalf of the PC to Hilary Reeve for the 14 years she has been involved in the production of this award winning publication. On the handover to Jeannie Hilary has expressed a wish to continue reporting on the Parish Meetings.</p> <table border="1" data-bbox="553 1535 1232 1608"> <tr> <td data-bbox="553 1535 862 1608">01.16.06.02 Correspondence from Parishioner - Church Farm Permitted Development</td> <td data-bbox="862 1535 1232 1608">Open to discussion</td> </tr> </table> <p>The meeting discussed the issue in outline only. All of the representatives of the various agencies have been copied in by the interested party. The PC has already commented on the application taking all view into consideration.</p>	01.16.06.01 Parish Magazine	Lead Cllr Grandi	01.16.06.02 Correspondence from Parishioner - Church Farm Permitted Development	Open to discussion	
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01.16.7. Flood Committee Report	<p><b>Flood Report update for Parish Council January 2016.</b></p> <ol style="list-style-type: none"> <li>EA newsletter being distributed to every house this week.</li> <li>Report from Mike Watson on the ditch levels at the back of Haviker Street have been received. They show the lowest point being the end nearest to Green Lane meaning the water is flowing back from the ponds. It has been reported to the UMIDB but to date no action has been taken. Discussions have started with the farmer concerned to sort out the problem.</li> </ol>	Lead Councillor David Goff				

	<p>The enforcement notice served on the land owner has been lifted.</p> <p>3. An old drain has been uncovered at the back of Haviker Street. This was found by a local Flood Warden walking the area. The flow was checked by using Green Dye and the help of MBC. The uncovering of this large pipe should benefit the residents in Haviker Street.</p> <p>The information has been recorded on the local maps and by MBC and sent to the UMIDB.</p> <p>4. Following the recent heavy rains regular monitoring of all the hot spots in the village have been visited. No major problems have been seen or reported and no reported damage to property has been recorded. No road closures or diversions have been set up although the ditch levels have been high at many times. Regular direct contact has been made with the EA throughout the period.</p> <p>5. Councillor David Goff met with Peter Hall a farmer from Marden who has purchased Mill Farm. A tour of the farm was undertaken and the work that he is doing on clearing ditches that have been left for 30 years or more and have been cleaned involving taken out 4 feet of silt. This has resulted in a good flow of water been taken out towards the River Beult. These actions should result in water being taken away from the River Teise and as a result easy the levels at Brook Farm. The work is still not complete as a local wet land is going to be created for wild life.</p> <p>6. MBC are due to carry out jetting of two drains in the village on the 20<sup>th</sup> Jan. One in Burton Lane and one in Haviker Street.</p> <p>7. A number of new things have been announced by DEFRA related to the recent flooding although the full details are to follow. These include more investment in flood defences and a review of all the current ones in place. Subject to parliamentary approval farmers will be allowed to maintain their own ditches up to 1.5 km long from April so debris can be cleared this will mean they will not be required to go through the process of getting special permits. New powers will be given to internal drainage boards and other groups to maintain their watercourses. There will be shared goals with more agencies including the EA and Natural England</p> <p>7. The new method of getting flood insurance through Floodre is due to start in April. Information is still coming out but it is going to be based on the Council Tax Band for houses. A house in Band D will be around £276. Every property in the country will pay a contribution to this fund as is likely to be around £10.50 per property. The plan will be in place for 25 years.</p> <p>8. The EA modelling exercise has been done but due to the current weather conditions has not been shared with the EA staff. The EA should be visiting the Parish Council in the next couple of months.</p> <p>The Chair and Vice Chair had attended a meeting with Luke Thompson of the EA and part of the discussions focused on the need to recruit Flood Wardens and the appropriate training needed. With the Vice Chair as a co-ordinator potentially the Parish hope to recruit some ten volunteers amongst whom are Cllr Hill; Cllr Barham; and Cllr Sandys and anticipating that the Parish could be split in small segments and overseen by a Warden. It is hope that this initiative would also identify any vulnerable occupants. Flood Warden handbooks were handed out to the relevant parties. The Clerk was asked to confirm that the Parish Council insurance would cover any liabilities in respect of the role of the wardens. Training is scheduled to commence in March of this year.</p>	
<p><b>01.16.8. Recreation Field Report</b></p>	<p>The Clerk was requested to obtain quotations for the spraying of the weeds on the field and to progress the repairs to the posts and rail fencing in the Car Park and the low fencing across the culvert at the entrance.</p>	<p>Lead Councillor David Goff</p>
<p><b>01.16.09. Community Safety Issues</b></p>	<p><b><u>Community Safety and Highways Report for January 2016</u></b></p> <p><b>Highways</b></p> <p>On December 9<sup>th</sup> Councillors Grandi and Goff met with the Highways Steward Claire Chewter and her Manager to discuss Highways issues in the Parish.</p> <p>We discussed:</p> <p>1. The poor condition of the main B2162 from Mockbeggar to the Church <b>Answer: This section of road is due to be repaired and then top dressed in January 2016.</b> (There plans to repair pot holes prior to re-dressing the main B2162 through the Parish in January 2016, the road surface is due to be re-dressed from Burton's Lane through to the junction of Haviker Street.)</p> <p>2. Missing white lines from junctions <b>Answer: some will be repainted soon but others will be done after the top dressing of the B2162</b></p> <p>3. Poor visibility for motorists exiting Jarmons Lane onto the B2162 and further along where Longend Lane meets the B2162</p>	<p>Report from Lead Councillor Barbara Grandi</p>

	<p><b>Answer: they will look into this.</b></p> <p>4. Damaged road signs at the Moat Farm bend.  <b>Answer: This will be forwarded to the appropriate department.</b></p> <p>5. Poor quality pot hole repairs in Longend Lane.  <b>Answer: the main issues are with the repairs along the edges.</b></p> <p>6. Grips in verges growing over, they need maintenance where they have previously been cut to relieve road flooding in Jarmons Lane. If residents are difficult could there be one way valves and street drains?  <b>Answer: to be investigated.</b></p> <p>7. All road edges and verges, the painting of white lines along the highway boundary would probably reduce 80% of pot hole filling expenditure and save further eradication of the green verges.  <b>Answer: this will not happen, white lines down the centre of roads will be restricted to approaches to junctions and to wider roads.</b></p> <p>8. The poor quality pot hole filling work carried out by contractors, more quality control while the works are being done would improve this.  <b>Answer: no budget for more frequent quality control.</b></p> <p>9. The junction of Green Lane and the main B2162 opposite the Primary School.  <b>See answer to No2.</b></p> <p>10. The school is fundraising to put funds towards improving road safety and the Parish Council has committed £2000 and KCC Councillor Paulina Stockell is hoping to contribute by covering the cost of the design team, but the school needs about £16,000. Will KCC Highways contribute even if it is only by covering the costs of road closures/traffic lights during the works. Elaine Hendren has been working with us all on the road safety amendments.  <b>Answer: speak to Andy Corcoran.</b></p> <p>11. The condition of the road surface on the bridge near The White Hart is causing concern as it has sunk. <b>Answer: as No2</b></p> <p>12. Many white markings are highlighting road pot hole areas etc, when will they be done?  <b>Answer as No2</b></p> <p>13. What are the criteria for a road to be assessed as needing a complete resurface?  <b>Not really answered</b></p> <p>14. Traffic volume in Green Lane has increased considerably, please could we have a traffic count and assessment?  <b>Answer : we can request one and pay for it ourselves.</b></p> <p>15. When will the correct 7.5 tonne weight limit zone signs be put in place, they have been promised for over a year. Amanda Murdoch was working on this along with Andy Corcoran. More and more lorries are ignoring the zone restrictions.  <b>Answer: speak to Andy Corcoran.</b></p> <p><b>Faults Reported to KCC/MBC this month</b></p> <p>A flytipped mattress was reported after it was found on the verge in Jarmons Lane.</p> <p><b>Neighbourhood Watch (information circulated):</b></p> <p><u>Theft from a JCB Digger</u> : Between 5:00pm on Thursday 12th of November and 7:30am on Friday 13th of November. A vehicle battery and a quantity of diesel was stolen from a JCB digger parked at the edge of a farm field in Green Lane, Collier Street.</p> <p><u>Car in Ditch</u> : A car came off the road and went in to the roadside ditch in Green Lane overnight 6/7<sup>th</sup> December. Nobody was thought to be hurt in the incident.</p> <p><u>House Burglary</u> : On the 3<sup>rd</sup> Dec there was a burglary from a house at the Claygate end of the Parish between 15:30hrs and 18:00hrs, a rock was thrown through a window, entry gained and money stolen.</p> <p><u>Lost Dog</u> : The little brown dog that was found in Spenny Lane was taken to Viking Oak Kennels where it will be rehomed if not claimed</p> <p><u>Suspicious Men</u> : On 17 Dec 2015 at about 11am there were reports of suspicious men hanging around near properties on the B2162, along Green Lane and near the church. This was reported to the police, a patrol car was sent out but the only men they saw were a group of possible farmworkers boarding a bus.</p> <p><u>Copper stolen from St Margaret's Church</u> : On 21<sup>st</sup> Dec the Church Warden reported that about 10 foot of copper lightning tape had been stolen from the outside of St Margaret's Church. Apparently a number of churches in the area were targeted.</p>	
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	<p><u>Vehicles misusing the car park</u>: On the Sunday before Christmas vehicles were observed spinning wheels and driving recklessly in the car park. They were asked to leave and their registration numbers noted for reporting to the police. The car park should then have remained locked until the commencement of the new school term in January.</p> <p><u>Sheep Mauled and Killed</u> : Over 30 sheep were mauled and killed over Christmas, the first attack was a small flock of 'pet' sheep on the night of December 25<sup>th</sup>, the attacks continued at 6 different locations until one of the killer dogs was shot and wounded on the morning of Thursday Dec31st while attacking more sheep. The dog's owner was identified and the dog destroyed.</p> <p>Just before Christmas a car had demolished the front fence of the garden of 'Orchard View'.</p>													
01.16.10. PLANNING	None	Lead by Councillor Barbara Grandi												
01.16.11 Accounts for settlement	<table border="1"> <thead> <tr> <th>DATE</th> <th>CHEQUE NO</th> <th>PAYEE</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>11.01.2015</td> <td>ET0062</td> <td>The Clerk</td> <td>£458.19</td> </tr> <tr> <td>11.01.2015</td> <td>ET0063</td> <td>HMRC</td> <td>£100.00</td> </tr> </tbody> </table>	DATE	CHEQUE NO	PAYEE	AMOUNT	11.01.2015	ET0062	The Clerk	£458.19	11.01.2015	ET0063	HMRC	£100.00	
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<p>01.16.11.01. Monthly Reconciliation Report of Accounts 2015-16 and for budget monitoring/control.</p> <p>01.16.11.02 Additional financial matters:-</p> <p>01. Confirmation that DDs should continue to EDF.</p> <p>02. Confirmation of the continued use of the services of Auditing Solutions as our internal auditors</p> <p>03. Clerks Salary Review Existing Scale Spinal Column 25.</p> <p>04. Local Government Act 1992 Parish Precept Requirement 2016/17</p> <p>05. Need to formally adopt the Financial Regulations and Model Standing Orders for the upcoming year.</p> <p>06. Use of contractors and acceptance of terms for the Upcoming Year</p> <p>07. To formally approve the Financial Risk Assessment as now mandatorily Required by the "Governance and Accountability Manual - Practitioner's Guide (2014 edition)".</p>	<p><i>There were no issues raised with the monthly account reconciliation documents forwarded to all Councilor's electronically.</i></p> <p><i>By unanimous decision it was agreed to retain EDF as are Street Light supplier and that payments would be continued to be paid on a monthly basis by direct debit.</i></p> <p><i>By unanimous decision it was agreed to continue with the services of Auditing Solutions for the upcoming financial year.</i></p> <p><i>In camera the Council considered the yearly increase of The Clerk's salary review and agreed an increase from SPC 25 to SPC 26 effective 01 January 2016. However going forward the Council wish to conduct a formal appraisal and The Clerk will confirm procedures and ensure that the appraisal has taken place in a timely fashion for the next review.</i></p> <p><i>The Clerk had prepared and emailed a paper in advance of the meeting the anticipated income v spends for the upcoming year. After discussion it was agreed that the precept remain at the same level as the current tax year for 2016-17 at a total sum of £13.163.30.</i></p> <p><i>The meeting unanimously agreed to adopt the Model Standing Orders and Financial Regulations for the upcoming year. Each member of Council has been supplied with an updated version of the aforementioned documents.</i></p> <p><i>Council unanimously agreed to continue with the existing contractors for the upcoming year.</i></p> <p><i>A risk assessment had been circulated and the meeting formally approved the document.</i></p>	The Clerk and Lead Councillor Steve Barham												
01.16.11.03 APPROVAL FOR ADDITIONAL SPENDS	<table border="1"> <thead> <tr> <th>Association</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>None identified</td> <td></td> </tr> </tbody> </table>	Association	Amount	None identified										
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01.16.12 Items carried forward		Lead Cllr Barham												

	Investigate higher speed Broadband to Collier Street.	Way forward
	Cllr Barham briefed the meeting that the possible date for HSBB within the Parish is June 2018.	
<b>01.16.13 Borough Councillors Report</b>	None present	
<b>01.16.14 Village Hall</b>	<ul style="list-style-type: none"> <li>➤ The paperwork has now all been sorted in relation to the ownership of the land of the current hall.</li> <li>➤ Plans have been drawn up for the design of the new hall.</li> <li>➤ Various options for the current hall site are been considered but no final decision has been taken to what will happen to the site.</li> <li>➤ Further consultation with the residents will take place in due course.</li> <li>➤ The original ideas put forward some time ago are still under discussion.</li> <li>➤ No final decision will be made until all the relevant organisations are agreed on the course of action and all legal issues are considered and are in place.</li> <li>➤ The issue of changing the layout of the ditch has been discussed with the EA, UMIDB, KCC and Kent Highways. The reply is that the culvert is clear, the channel condition is satisfactory and the flood risk in the area is driven by the main river response to rainfall. Various options were considered, improvements to the culvert would make a minimal change to flood risk out of proportion to cost as would changing the road profile.</li> <li>➤ All issues related to the project are being evaluated by the committee and any person wishing to make comments should contact the Chairman of the Village Hall Committee.</li> <li>➤ A grant and assistance has been obtained to help the committee to put together the paper work to obtain the relevant funding towards the new hall.</li> </ul> <p><i>Actions points prepared By Vice Chairman David Goff – Chairman of the Village Hall Committee</i></p>	Lead Councillors David Goff Steve Barham
<b>SPEEDWATCH</b>	The Chairman will liaise with Cllr Fisher to arrange upcoming speedwatch sessions.	
<b>01.16.15 Matters for Discussion next Meeting</b>		
<b>01.16.16 Date of Next Meeting</b>	8 February 2016	

Agenda prepared by:-

**ALAN CROCKER**

Clerk to Collier Street Parish Council