

# MINUTES

Full Meeting of the  
**COLLIER STREET PARISH COUNCIL**  
 on Monday 13 January 2014  
 St Margaret's School, Collier Street  
 Commencing at 7.30pm

**Proposed Attendees:** Cllr Bates (Chair); Cllr Cllr Arthur; Cllr Barham; Cllr Goff; Cllr Grandi; Cllr Ridd; Cllr Sandys; Clerk Alan Crocker; Hilary Reeve, joint editor Village News and 10 members of the public.

<b>01.14.1. Apologies</b>	Cllr Rodd Nelson Gracie					
<b>01.14.2. Declarations of Interest</b>	None declared					
<b>01.14.3. Police Report</b>	<p>23<sup>rd</sup> – 27<sup>th</sup> Dec – Burglary other than dwelling – Collier St – unlocked caravan entered, paperwork stolen          30<sup>th</sup> Dec – Burglary other than dwelling – Collier St – entry gained to business premises/barn – nothing stolen          13<sup>th</sup>-15<sup>th</sup> Nov – Theft of temporary traffic lights – Collier St</p> <p>There have been several reports of horses out in Spenny Lane, Kings Lane and Claygate Road, also report of a dead horse that RSPCA and council have been dealing with.</p> <p>All still go for neighbourhood watch meeting on Monday 27<sup>th</sup> Jan.</p> <p>I have been about during Christmas and New Year, lots of time spent over in Yalding for reassurance and support regarding the flooding. We have had several 4x4s within Collier St also due to water levels and flooding</p>	PCSO Nicola Morris				
<b>01.14.4. Minutes of Previous Meeting</b> These minutes were confirmed as an accurate record of the proceedings.	01.14.4.1 – Minutes of Meeting – 11 November 2013 01.14.4.2 -- Finance and Development Control Meeting					
<b>01.14.5. Questions from Members of the Public</b>	See 01.14.7. Flood Committee Report agenda item					
<b>01.14.6. Issues/ Correspondence Requiring Action</b>	<table border="1" data-bbox="651 1272 1224 1430"> <thead> <tr> <th>Subject</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>Changes to Planning Department Operations MBC</td> <td>Discuss implications to the Parish and complete e - questionnaire</td> </tr> </tbody> </table> <p><i>Discussions deferred until the next meeting.</i></p>	Subject	Action	Changes to Planning Department Operations MBC	Discuss implications to the Parish and complete e - questionnaire	
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Changes to Planning Department Operations MBC	Discuss implications to the Parish and complete e - questionnaire					
<b>01.14.7. Flood Committee Report</b>	<p>The Chairman opened this agenda item by asking the members of the public present to outline their issues on the recent flooding in the Parish. Two urgent issues were identified and the Parish Council agreed to take the matter up with the appropriate agency as a matter of urgency. Cllr Ridd and Goff outlined the following actions:-          The main challenge facing the village is the majority of ditches and dykes that are in a bad state of repair. Many have had no maintenance for many years. The only real evidence of maintenance work done is that undertaken by the UMIDB in the autumn of 2013.          A number of the original ditches have been either been filled in or piped using small diameter pipes which is restricting the flow of water. On one farm irrigation pipes have been put through pipes taking water again restricting flow. In some cases water courses have either been blocked off or redirected. Some of this has taken place when new in fill housing has taken place around the village.          The ditches on farm land have in many cases not been cleaned out for years. There is also evidence that where hedge cutting and grass bank mowing has taken place the debris is now causing many of the blockages. Farm land has changed hands</p>	Lead Councillor David Ridd				

	<p>over the years and as bigger machines have been introduced ditches have been filled in with no pipes to move water and thus restricting flow. Farming practices have changed as well and one of the causes of blocked ditches is the chopped straw left lying on the ground after harvest being washed in the watercourses. More winter planting has meant less ground left ploughed to absorb water over the winter. The recent strong winds have resulted in trees being uprooted and left blocking the flow. Many ditches are heavily silted up in the bottom resulting in less water holding facility.</p> <p>Ditches and Dykes were both designed and built for a reason many years ago and for various reasons have now reached a stage that many have fallen into disrepair and are not fit for purpose.</p> <p>The issue of ownership of many of these watercourses will no doubt cause a great deal of time and effort to find the correct owner. Many of the issues which have been caused are quite clearly the responsibility of the Riparian Owner and many years of neglect and new developments taking place have created the issues now facing the village. In many of the cases it is possible that people do not realise they actually own the parts where there are problems and the responsibilities they have as owners. The issues are both complex and varied and in some cases will be complicated due to the fact that the ownership will have to be proved. The need for co-operation from a number of organisations and people to get some action to resolve the problems could take some time. In the long term it may be that some of the issues will not get resolved.</p> <p>Potential Action Plan.</p> <p>1. Parish Council to carry out a full survey of the village. This could be done by producing a questionnaire for every house in the parish. This would mean the whole village having their chance to have a say. We could also attach a map of the village to get people to identify the issues local to them.</p> <p>The information collected could include</p> <ul style="list-style-type: none"> <li>➤ The direction of flow</li> <li>➤ How often the watercourse flows</li> <li>➤ The presence of any blockages</li> <li>➤ Those watercourse in need of maintenance</li> <li>➤ The location of any culverts or structures in the water course that are not working</li> <li>➤ Land owner details</li> <li>➤ Specific problems in certain areas</li> </ul> <p>The data collected has many uses, and benefits the Parish and surrounding parishes. It would include a record of what is going on in the village that may not be common knowledge. The Parish Council will then be more involved in dealing with the problems that are causing flooding and enable us to pass it in on in a more co-ordinated and professional manner. We will then be to keep track on progress being made and chase up responses where required.</p> <p>The relevant bodies do not have the resources to do this work at local level and by the Parish Council doing this work in conjunction with them it may enable us to tackle the issues better. The need to work with the other Parish Councils is also important.</p> <p>2. To attend the meeting that is being arranged in Yalding in February. It may be better to meet with the Chairman of Yalding before that meeting to discuss the common issues and approaches.</p> <p>3. To write to Helen Grant and requests she visits the Village.</p> <p>4. Inform the following bodies of what we are trying to achieve.</p> <p>Upper Medway Drainage Board.  Kent County Council Highways.  Kent County Council Flood Management Team.  Environment Agency.  Maidstone Borough Council.  Inform Councillors. Paulina Stockell and Rodd Nelson-Gracie</p> <p>5. Look at the various reports that have been published over the years and look at the issues that have been raised but not implemented and log these to be used in any future discussions with the relevant bodies.</p> <p>6. Contact the Police and see if there is anything we can do to have their permission to have a supply of signs to close the roads in the event of flooding. This would help take immediate action and also remove them when the problem has gone. Some are still up a week after the roads were free of flooding.</p> <p>I have visited many sites in the Parish and spoken to local residents.</p>	
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	<p>Have also walked the length of Green Lane, Burton Lane, the back of the railway line from Burton Lane to Marden, Longend Lane. All the fields at the Spitzbrook Farm side of Green Lane owned by Pat Burke and Robert Day and down along the river bank and the land at the back of my house up to Longend Lane again owned by Pat Burke and Mrs Godden.</p> <p>I have produced a number of not to scale maps of all these areas with direction of flow of water and the areas which have issues. I will at some stage transfer them on to a large scale map of the parish</p> <p>There is still much to be looked at around the Village.</p> <p>I would like to put on record all the work David Ridd has and is doing but wanted to ensure as we look at the bigger picture we do not take our eye of what is happening in our Parish. At this time I think we have around 45 properties affected by the flooding.</p> <p><i>Written by David Goff</i> 12 January 2014.</p> <p>The Parish Council formally agreed to write to the Police Authorities in an endeavour to seek agreement for the Parish Council to be able to close roads in order to protect properties from the wash of passing vehicles, and the additional hazard of vehicles having to be recovered. We will also have to consider the issues of riparian responsibilities.</p>	
<p><b>01.14.8. Recreation Field Report</b></p>	<p>Cllr Goff confirms the planting of some 600 trees on the field. The ditch will now need clearing. The Council agreed to the purchase of buffers for the see-saw. Cllr Goff will in early course prepare a schedule of works for the playing field maintenance for the upcoming year in order that we can seek further tenders.</p>	<p>Lead Councillor David Goff</p>
<p><b>01.14.9. Community Safety Issues</b></p>	<p><u>Community Safety and Highways Report for December 2013 and January 2014</u></p> <p><u>Speedwatch</u> There have been two further Speedwatch sessions, one on Kent Speedwatch Day on November 21st and one in December, to try the new location in Green Lane which has recently been given a 40 mph speed limit. There were no cars exceeding the speed limit on either occasion. The Speedwatch team felt that car drivers responded to their presence and slowed down accordingly. However the Speedwatch Coordinator will be asked to risk assess alternative sites further along Green Lane.</p> <p><u>Speed limits</u></p> <ol style="list-style-type: none"> <li>1. <u>Green Lane:</u> The 40 MPH speed limit signs are few and far between and one was right behind a telegraph pole, these issues were reported as faults and the sign behind the pole has now been repositioned in front of it.</li> <li>2. <u>Sheephurst Lane:</u> Kent County Cllr. Paulina Stockell agreed to support a new application for a 40mph speed limit. We were informed by Andy Padgham (Highways Engineer) that the new 40 limit could be in place in the first months of 2014 if the proposal goes through unopposed by residents.</li> </ol> <p><u>Parking</u></p> <ol style="list-style-type: none"> <li>3. <u>Parking Restrictions/Yellow Lines outside the church:</u> Andy Padgham emailed on 7<sup>th</sup> November to confirm he has instructed the consultant to make the traffic order for the yellow lines to be put down, he said he would keep me informed when timescales are known. Apparently the notices about the parking restrictions have recently been posted in the locality.</li> </ol> <p><u>Road Closures During Flooding</u> The Parish Council were very concerned that roads were not swiftly closed during the recent floods, particularly as Green lane and Sheephurst lane were flooded to a depth of 3 to 4 feet in places with very strong undercurrents. We need to investigate what powers CSPC has to warn drivers of flooded roads and what signs may be put in place. Residents are also concerned about the damage caused by vehicles driving through floods which send waves of flood water into their properties.</p> <p><u>Highways</u> <u>Parish Survey - Ditches maintained by UMIDB:</u> Following the November PC meeting the Clerk made initial contact with UMIDB who requested a copy of the Parish Survey. I sent them an email on November 14<sup>th</sup> with a copy of the survey attached and Mike Watson replied promptly attaching a plan of all the watercourses that the UMIDB are responsible for in Collier Street. Mike clarified that all ditches are the responsibility of the landowner under common law; if any cause a problem we should</p>	<p>Lead Councillor Barbara Grandi</p>

	<p>inform the landowner. Ref: the removal of rubbish left on the side when UMIDB clear the watercourses – the UMIDB does not have a licence to dispose of it but they do occasionally report certain items to the local authority. The UMIDB suggested that CSPC might have more success in reporting such collections of dredged 'rubbish' to the authorities but I have reported it twice so far and had no success!</p> <p><u>Longend Lane signs:</u> I emailed MBC on Nov 11<sup>th</sup> to progress the name plate issue for Longends Lane. I received an apologetic reply from Cerian Norton at customer services who informed me this was now the responsibility of the Depot Operations Team and it would be chased up.</p> <p><u>Annual Survey Faults Reported:</u> After many emails to the Highways team I managed to report all the issues arising from the survey even though access to the Kent Highways portal fault reporting service was intermittent at best. Gemma Catt from Highways eventually responded apologising for the delay but explained that she had two large areas to oversee.</p> <p>All Faults arising from annual survey:</p> <ol style="list-style-type: none"> <li>1. Spenny Lane, Carriageway condition poor, Fault Ref: 84625 (scheduled for resurfacing in 2014/15)</li> <li>2. Claygate Road, Carriageway condition poor from the School to the village hall Ref: 84627, to be investigated</li> <li>3. Claygate Road, Village Sign needs amending to remove excess posts. Ref: 84629 (works completed)</li> <li>4. Forge Lane, Hedges reduce visibility by the culvert half way along the lane, Ref: 84630, to be investigated</li> <li>5. Forge Lane, Debris on the verge after the ditches were cleared by UMIDB, passed to Maidstone Borough Council who promised a sweep of the lane, this was not done and some was washed back into the ditches with the flood water.</li> <li>6. Forge Lane, Carriageway condition poor in the section bordering the Gain Hill triangle. Ref: 84632 to be investigated</li> <li>7. Forge Lane, Finger Post sign at the Jarmons Lane junction has the Collier Street finger missing. Ref: 84634 (reported last year and allegedly ordered at the time)</li> <li>8. Jarmons Lane, White Lines at the junction with Forge Lane have been erased by resurfacing. Ref: 84635, repainted on January 6 2014</li> <li>9. Forge Lane, Flooding because of lack of Grips (drainage gulleys) Ref: 84636</li> <li>10. Haviker Street, Flooding because of lack of Grips, Ref: 84637. The Council rang to say this cannot be rectified as the grips would magnify the problem by taking water from the ditches into the road.</li> <li>11. Green Lane, A 40mph sign is hidden by the telegraph pole next to it, Ref: 84638, repositioned in early January 2014.</li> <li>12. Sheephurst Lane, Carriageway condition very poor, Ref: 84639 (scheduled for resurfacing in 2014/15)</li> <li>13. Longend Lane, Flytipped tyres, Passed to Maidstone Borough Council who collected the rubbish.</li> <li>14. Den Lane road surface at the junction with the B2162, not considered high priority when inspected by Highways</li> </ol> <p>Also reported since the last PC meeting:</p> <ul style="list-style-type: none"> <li>• <u>Flytipping</u> – Tyres and waste flytipped in Longend reported 26/11/13 reference: 1176871. Rubbish left on the Forge Lane verge after the ditch clearing was reported twice but never cleared. Tyres flytipped in the ditch along Claygate Road by Horns Lodge were reported on 13/12/13, tyres I left on the side of the road to mark the location were removed but not the ones in the ditch!. Gas bottle and other waste, including a toilet, in Longend Lane were reported on 13/12/13. A further large amount of flytipped builders' waste in Longend Lane reported 09/01/14 Ref: 119426.</li> <li>• <u>Missing road sign</u> The three way directional fingerpost sign has been missing from the junction of Jarmons Lane and Benover Road for several years and has been reported to Highways Ref: 84689 (27/11/13)</li> <li>• <u>Pot Hole</u>- Reported by residents outside Worsley Cottages near Collier Street Village Hall, reported via the portal 13/12/12.</li> <li>• <u>Pot Hole</u>- On the B2162 50 yards from Burtons Lane Ref: 89236 on 09/01/2014</li> <li>• <u>Fingerpost Sign Dislodged:</u> at the junction with Green Lane and Longend Lane. Ref: 87941 on 03/01/14, earth at the base of the sign eroded by high water levels.</li> </ul>	
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	<ul style="list-style-type: none"> <li>• <u>Collapsing Roadside Ditch</u>: Opposite 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</li> <li>• <u>Overhanging Tree</u>: A large hedgerow tree has snapped in the winds and is hanging precariously over Forge Lane. Reported 09/01/14, Ref:89241</li> </ul> <p><u>Joy Riders</u> – cars are entering the car park where they are performing stunts on the loose stone surface, it is very rutted and a section of the chestnut rail has been damaged near the field gate. Reported to PCSO Nicola Morris via email on 13/12/13, she has asked for residents to phone the police when it happens but the residents are not really close enough to see.</p> <p><u>Fire Hydrants</u> I received a fire hydrant location map from KALC which I circulated to the rest of CSPC on November 13<sup>th</sup>. I asked the rest of CSPC to check the hydrants near to their homes and to let me know their condition so I could inform the Kent Fire Department of any issues. However it would appear that the relevant division of the Kent Fire Department has been revealing, servicing and marking the many of the hydrants in our parish, we should therefore continue their good work by keeping an eye on them, reporting any damage as soon as it occurs.</p> <p><u>Storm Damage October 28<sup>th</sup></u> KCC repaired the extensive damage done to the drainage pipes on the B2162 after the poplar tress pulled up the manholes and pipes. Although the culvert across the B2162 appears to be working there was an extensive build-up of water further down towards Den Lane and the front gardens of the semi-detached properties adjoining the field have been flooded for a few weeks, there does not appear to be any route for this water to escape. UKPN have sent compensation payments to some residents, although they claimed to have written to all affected households this was not the case.</p> <p><u>Freight Zone</u>: Yalding PC were involved in another lorry survey on Tuesday November 8<sup>th</sup>, this was abandoned mid-morning because the A21 was closed near Staplehurst and traffic was everywhere, but this kind of incident happens frequently on the A21 and would have provided valuable data. The survey was rescheduled for the following day, Collier Street representatives were not invited to take part even though there was a survey station near The White Hart in Collier Street.</p> <p><u>Neighbourhood Watch</u> There is to be a public meeting at the school on January 27<sup>th</sup> at 7pm to promote the establishment of a new neighbourhood Watch scheme in Collier Street. The Parish Council would also like to launch an email alert initiative for the parish.</p> <p><u>Emergency Plan</u> The Parish Council aim to have the Emergency Plan in place as soon as possible, we need to: create an effective telephone tree; and send letters to residents asking for information about valuable skills, useful equipment or details of vulnerable residents.</p>	
<b>01.14.10. PLANNING</b>		Lead Councillor Will Bates
<b>01.14.10.1 REFUSED MA/13/1141 BRIDGE HOUSE, COLLIER STREET</b> Conversion of redundant cattle barn to holiday let as shown on drawing numbers 13/1232/01 and 13/1232/02 supported by a design and access statement and UK flood barriers specification, all received 26 June 2013, and site location plan.	Note to applicant In accordance with paragraphs 186 and 187 of the NPPF, Maidstone Borough Council (MBC) takes a positive and proactive approach to development proposals focused on solutions. MBC works with applicants/agents in a positive and proactive manner by: Offering a pre-application advice and duty desk service. Where possible, suggesting solutions to secure a successful outcome. As appropriate, updating applicants/agents of any issues that may arise in the processing of their application. In this instance: The application was not considered to comply with the provisions of the Development Plan and NPPF as submitted, and would have required substantial changes such that a new application would be required. It is noted that the applicant/agent did not engage in any formal pre-application discussions. The applicant is advised to seek pre-application advice on any resubmission.	
<b>01.14.10.2 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>BOTTON OAST HOUSE, LITTLE CHEVENEY, SHEEPHURST LANE, MARDEN</b></p> <p>Amendments to application MA/05/1001 (Conversion of agricultural storage building, to a separate dwelling including the erection of a detached garage and the demolition of an attached temporary building) being changes to fenestration on north east and west.</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</p>																									
<p><b>01.14.11</b></p> <p><b>01.14.11.1. Monthly Reconciliation Report of Accounts 2013-14 and for budget monitoring/control.</b></p> <p><b>01.14.11.2 Precepts requirements for 2014/15 deadline to MBC - 24/01/14</b></p>	<table border="1" data-bbox="646 472 1182 766"> <thead> <tr> <th>DATE</th> <th>CHEQUE NO</th> <th>PAYEE</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>03.01.14</td> <td>100763</td> <td>Paul Waring</td> <td>£626.40</td> </tr> <tr> <td>13.01.14</td> <td>100764</td> <td>Sue Trowsdale</td> <td>£150.00</td> </tr> <tr> <td>13.01.14</td> <td></td> <td>SLCC ( £101.00)</td> <td>SO</td> </tr> <tr> <td>13.01.14</td> <td>100765</td> <td>Clerk</td> <td>£449.15</td> </tr> <tr> <td>13.01.14</td> <td>100766</td> <td>HM Revenue and Customs</td> <td>£90.20</td> </tr> </tbody> </table> <p>Prior to the meeting The Clerk had forwarded electronically a monthly reconciliation against budgets. No issues were raised as a result of these papers.</p> <p>In advance of the meeting The Clerk prepared a paper on the expenditure 2014-2015 against anticipated income. After debate, a motion was proposed by Cllr Sandys, seconded by Cllr Arthur for the 2014-2015 precept to be set at £13030 ( the cost to a Band D property being £37.82 per year) a £7.93 increase per year on 2013-2014. The vote was carried by majority with two abstentions.</p>	DATE	CHEQUE NO	PAYEE	AMOUNT	03.01.14	100763	Paul Waring	£626.40	13.01.14	100764	Sue Trowsdale	£150.00	13.01.14		SLCC ( £101.00)	SO	13.01.14	100765	Clerk	£449.15	13.01.14	100766	HM Revenue and Customs	£90.20	<p>The Clerk</p> <p>The Clerk and Lead Councillor Steve Barham</p>
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<p><b>01.14.12 Items carried forward</b></p>	<p>None</p>																									
<p><b>01.14.13 Borough Councillors Report</b></p>	<p>No representation</p>																									
<p><b>01.14.14 Village Hall</b></p>	<p><b>Village Hall Committee update for Parish Council meeting January 2014</b></p> <p>The VH Committee. The Committee will meet as soon as both the Ecological and Flood Risk surveys have been received. It may be that we also have to submit a survey specifically for Great Crested Newts on the proposed new site. The ecological surveys for both sites arrived very recently, on Friday 10<sup>th</sup> January but have yet to be assessed by the committee.</p> <p>We are expecting the flood surveys at the end of January, the good news is that there was no sign of flooding on the proposed recreation ground site throughout the recent floods.</p> <p><u>Further Funding:</u></p> <p>On 18<sup>th</sup> November the VHC received the good news that the funding application submitted to the Local Schemes Grant Fund for Maidstone had been successful with a grant of £2500 approved with an additional £225 from the Member Community Grant. This money will provide enough extra money to cover the costs of both the Ecological Surveys and Flood Risk Assessments.</p> <p>David Goff met with Andrew Connors and Christina Chemsî from MBC on January 9<sup>th</sup>. They help organisations in Maidstone with funding applications and will advise on how to get application forms from appropriate funders and how to successfully write the bid.</p> <p>They are keen to help and commented to David that the work done by the committee so far is good and sound. We need to provide them with more details of our plans, eg maps and drawings. They can also help with a letter of support.</p> <p>BG</p>	<p>Lead Councillor Barbara Grandi</p>																								
<p><b>01.14.15 Matters for Discussion next Meeting</b></p>																										

<b>01.14.16 Date of Next Full Meeting</b>	10 February 2014	
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An enforcement issue will be discussed in camera. Details have been issued to Councillors under Strictly Private and Confidential Cover.

Agenda prepared by:-

**ALAN CROCKER**

Clerk to Collier Street Parish Council