

TESTON PARISH COUNCIL

12th May 2021

Teston Parish Councillors are summoned and members of the public and the press are invited to attend the next meeting of Teston Parish Council that will take place on 18th May 2021 starting at 7.30 p.m. at Teston Village Hall.



Michelle Tatton

Clerk

All Parish Councillors have an interest: (a) in Ash Tree Corner, Courtlands Verge and the Allotments, as the Parish Council owns the land; and (b) as Custodian Trustees of the Village Green and Village Hall. Cllr Douglass, Cllr Miss Page, Cllr Mrs Wheat and Cllr Perkins have an interest as members of Teston Village Hall Management Committee. In the context of changes to the regime relating to Code of Conduct, the Parish Council has resolved to apply dispensations to all Parish Councillors that fully reflect the Dispensation from Maidstone Borough Council during the previous regime with regard to decisions relating to (a) Teston Land Conservation Trust (except that Cllr Coulling is not included for decisions relating to any grants from the Parish Council); and (b) the Village Green.

IMPORTANT: Please note that capacity within the Hall is severely limited as a result of ongoing social distancing restrictions. Please refer to the separate notice displayed on the notice board and reproduced at the end of this Agenda for ease of reference for those viewing the Agenda on our website.

Your attention is drawn to the Parish Council's Standing Orders on the Photographing, Recording, Filming or Broadcasting of Teston Parish Council Meetings. The policy will be displayed at each Parish Council meeting. A copy of the policy is also available upon request from the Clerk using the contact details on the final page of the Agenda.

21/001	Declarations of Acceptance of Office
21/002	Declarations of Interest and Dispensations: (note that the Register of Interests must be submitted to the Monitoring Officer by 31 st May)
21/003	Election of Chairman and Chairman's Declaration of Office
21/004	Election of Vice-Chairman
21/005	Private items: any items likely to be discussed in private on personal or confidential grounds, or because it would be prejudicial to the public interest to discuss the matter in public by reason of the confidential nature of the business to be transacted.
21/006	To receive and agree apologies for absence
In the interests of expediency, there will be <u>no public session</u> at this meeting. An opportunity for public questions and comments will resume after 21st June. Meanwhile, members of the public are requested to submit any questions to the Clerk in writing/by email prior to the meeting.	
21/007	To agree the Minutes of previous meetings: 23 rd March 2021
21/008	Ratification of Decisions: to ratify decisions taken by the Clerk since the last meeting as set out at the end of this Agenda
	<u>Administration and Finance</u>
21/009	Review of Standing Orders, Policies and Procedures and Risk Assessment: to agree to a review, to be conducted by the Chairman and Clerk with a report back to the July meeting upon progress
21/010	To agree the appointment of Representatives to Outside Bodies: a) Kent Association of Local Councils: (currently Cllr Coulling and Cllr Douglass) b) Teston Village Hall Management Committee: (currently Cllr Douglass, Cllr Owens and

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	Cllr Mrs Wheat)
21/011	Insurance: to confirm renewal of the existing policy for a premium (£318.26 subject to addition of the notice board)
21/012	To agree to renew subscriptions a) Local Councils Update £75 b) CPRE £36 c) KALC £284.12 plus VAT d) Local Council Review £17 e) Action with Communities in Rural Kent £55 f) Kent Men of the Trees (renewal awaited – expected to be £25)
21/013	Dates and times of Parish Council meetings to the end of 2021: to note – 15 th June, 27 th July, 28 th September, 30 th November
21/014	Date of Annual Parish Meeting: to note that in view of ongoing social distancing requirements and lack of available capacity within the Village Hall, the Chairman will call the APM as soon as reasonably practicable after 21 st June
21/015	Statement of accounts: i) To consider receipts, approve bills for payment, claims for refund of expenses; ii) To note general position regarding the Parish Services Scheme and year end PSS Certificate
21/016	Grants to village organisations, and Tapestry: to note proposal for grants, to be considered at the next meeting: a) Pioneers - £125 b) TVHMC - £250 for assistance with grounds maintenance at Teston Village Hall c) St Peter and St Paul - £250 for assistance with Churchyard maintenance d) Transfer to the Tapestry Account for inclusion of regular items of information for 2021/22
21/017	General Power of Competence: to resolve that, the Parish Council continuing to meet the eligibility criteria as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 of having a CiLCA qualified Clerk and the requisite proportion of Councillors elected, the Parish Council continues to adopt the General Power of Competence
21/018	Exceptional Delegated Authority: to confirm that the exceptional authority currently delegated to the Clerk to take decisions between meetings shall continue until formally withdrawn at a future meeting of the Council
	Highways
21/019	Tonbridge Road Crossing: to receive update from the Chairman and agree further action
21/020	Road Safety/Highway Improvement Plan: to consider other possibilities for action
	Other
21/021	Church Commissioners' Pastoral Scheme: to receive update upon latest steps and to agree further action
21/022	Clerk's Report for Noting Only

END OF MEETING

*Date of next regular meeting of the Council – 7.30p.m. on 15th June 2021 at Teston Village Hall
(Available at meeting: Agenda, Clerk's Report, Correspondence List, Financial Statement, and Highways Sheet)*

Clerk: Mrs Michelle Tatton
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List of Decisions Taken by the Clerk Since 23rd March 2021 Under the Agreed Scheme of Delegation During COVID-19

Detail	Decision and background	Date
Grounds maintenance Ash Tree Corner	It was noted that the dogwood at Ash Tree Corner was in need of cutting down to ground level and the area generally was in need of a tidy up, in particular the thin verge along the eastern boundary. A quotation for £90 was received. All cuttings and strimming to be removed from the site. Following discussion with Cllrs the Clerk accepted the quote.	13.04.2021
Relocation of Church Street name plate	Following installation of the new notice board it was apparent that the name plate was within striking distance of one of the doors when opened. To avoid damage to the door of the board it was considered that the name plate should be moved a very short distance to the north. A quotation not exceeding £200 had been obtained. Following discussion with Cllrs the Clerk accepted the quotation under delegated authority. The final cost was £185.00.	15.04.2021
Tree Application	21/501988/TCA The Cottage East Church Street Teston ME18 5AJ - Conservation area notification to reduce height of one Holly, from 10m to 3m, and reduce lateral spread from 5m to 4m Cllrs were invited to provide comments to the Clerk. It was the collective view that Cllrs should support the Conservation/Tree Officer. The Clerk submitted a response on this basis.	21.04.2021
Planning Application	21/501770/FULL Wealden Court Church Street Teston Maidstone Kent ME18 5AG - Change of use from office to a single residential dwelling, including conversion of existing garage/store to personal home working unit with adjacent gym, partial demolition of detached store to create new patio with existing southern and western walls retained, and erection of 1.8m close boarded boundary fencing with 300mm trellis. Erection of new double garage to side with storage space and utility room, removal of western parking area to create garden, and associated landscaping and ecological enhancements Cllrs were invited to provide comments to the Clerk. It was the shared view that the high level windows in the proposed gym were a concern in terms of privacy as the look straight towards neighbouring properties; there was a concern that noise nuisance could occur; and ongoing concerns were raised regarding the potential for multiple occupation of the premises. The Clerk submitted a response setting out the issues and repeating the comments made by the Parish Council to the previous application.	21.04.2021
Tree Application	21/501012/TCA St Peter And St Paul's Church Church Street Teston Conservation area notification to crown lift one Yew to 2.5m; clear overgrown hedge to uncover gravestones (as detailed on hedge plan); remove one Laurel; remove one privet bush; reduce one Yew away from church to leave distance of 3m, raise crown to 2m; remove one self-seeded Cotoneaster Cllrs were invited to submit comments to the Clerk. It was the general view that the Conservation Area/Tree Officer should be supported, but with the general comment that the appearance of the churchyard would benefit from the trees and hedges receiving considerable attention. The Clerk submitted comments along these lines.	22.04.2021
Church Pastoral Measure	Correspondence has continued both with the Registry of the Supreme Court, Church Commissioners and Bishop of Tonbridge. With the support of Parish Cllrs, the application for leave to appeal was lodged with the Registry of the Supreme Court on 27 th April, along with the Court fee of £150.00.	27.04.2021
Planning Application	MOD Land South of Discovery Drive Kings Hill West Malling Kent - Development of up to 65 dwellings (all matters reserved other than access) MOD Land South Of Discovery Drive Kings Hill West Malling Kent Details of the application were shared with Cllrs. In view of the Clerk's likely attendance at TMBC's Area 1 Planning Committee the response was drafted by the Chairman and shared with Cllrs prior to submission by the Chairman to TMBC	05.05.2021

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