

Teston Parish Council

These Minutes were approved by the Council
at its meeting on 29th November 2022

Minutes of Meeting on 21st September 2022 7.30pm at Teston Village Hall

Cllr Peter Coulling (Chairman)
Cllr Christopher Douglass (Vice-Chairman)
Cllr Ms Tina Burgon
Cllr Miss Dawn Page
Cllr Mrs Nina Wheat

MBC Cllr Fay Gooch
Mrs Michelle Tatton (Clerk)
Members of the public - 0

The Chairman drew attention to the Parish Council's Standing Orders on the Photographing, Recording, Filming or Broadcasting of Teston Parish Council Meetings. No intention to record the meeting was declared.

22/110	Declarations of Interest: In the interests of transparency, all Parish Councillors declared an interest in (a) Ash Tree Corner, 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; (e) Cllr Douglass, Cllr Miss Page and Cllr Mrs Wheat declared an interest as members of Teston Village Hall Management Committee and (f) Cllr Ms Burgon and Miss Page declared an interest as members of the Parochial Church Council. Subsequently, during discussion on item 22/131 Screen and Projector for Teston Village Hall. The Chairman declared an interest as a Trustee of the Edith and William Oldham Charitable Trust.			
22/111	Apologies for Absence: Received from Cllr Levett and Cllr Owens who had both provided reasons which were <u>agreed</u> .			
Public Session: There were no members of the public present				
22/112	Minutes of previous meetings: The Minutes of 19 th July 2022 were <u>approved</u> as a correct record of the meeting and signed by the Chairman.			
22/113	Ratification of Decisions: Decisions taken by the Clerk since the last meeting as set out at the end of these Minutes were <u>approved</u> .			
22/114	Ordering of Agenda: No changes were proposed.			
22/115	Marking the passing of HM Queen Elizabeth II: The Chairman acknowledged the sad passing of Her Majesty the Queen. A bell at the Church was tolled 96 times on the day after The Queen's death, the Proclamation was read out on the Village Green on Monday, 12 th , and on the day of the funeral a bell was tolled for one hour immediately before the funeral service. A report had been included in Tapestry. A Book of Condolence had been opened and was in the shop. It was proposed to keep it available until 9 th October.			
	<u>Administration and Finance</u>			
22/116	Statement of Accounts: A Financial Statement had been circulated by the Clerk showing a balance of £39,558.85 from which the following payments were <u>approved</u> for payment:			
	Date	Cheque	Payee	Including VAT
	27.09.2022	3348	M Tatton a) Salary September 2022	370.37
	27.09.2022		b) Office Allowance July - September 2022	136.25
	27.09.2022		c) Expenses between July and September Meetings 2022	34.40

Signed..... Chairman
29th November 2022

	27.09.2022	3349	Allotment Plot 8 Deposit Return	25.00
	27.09.2022	3350	P Coulling Reimbursement for Allotment Gate Lock	14.99
	27.09.2022	3351	A Tatton Web/Admin Support since July Meeting	11.48
	27.09.2022	3352	PKF Littlejohn LLP External Audit	240.00
			TOTAL	832.49
	The notional Allotments Account remained in deficit. Rent was due in November. The Tapestry Account balance was £4,239.94 with the invoices awaited for the last two print runs.			
22/117	Review of Standing Orders, Policies and Procedures: Deferred to the next meeting.			
22/118	Annual Return for the Year ending 31st March 2022: The external audit had been concluded routinely with no 'except for' matters. The position was <u>noted.</u>			
22/119	Appointment of Internal Auditor for 2022/23: The Clerk had been making enquiries and had liaised with Cllr Mrs Wheat and Cllr Owens. All Cllrs had been provided with an update. It was <u>agreed</u> that the Clerk should make some final enquiries before making an appointment under delegated authority in consultation with Cllr Mrs Wheat.			
22/120	Possible Grant to St Peter and St Paul Church for Assistance with Churchyard Maintenance: The matter was discussed and different options were considered. It was agreed that no decision be taken until a clear statement was available from the PCC upon how the Parish Council might be able contribute funds specific to Teston upon items that would be visible to residents in Teston, noting that the Parish Council would need to have regard to its legal powers. Cllr Mrs Gooch offered to speak with the Revd Wil North and this was welcomed. The Chairman and Cllr Mrs Wheat would investigate the establishment of a Friends of Teston Church.			
22/121	Risk Register: The Risk Register required a minor update to include the expiry dates for batteries and consumables. This was <u>noted.</u>			
	Planning			
22/122	a) New Decisions (to be reported via the Clerk's Report) a) 21/00881/OA MOD Land South Of Discovery Drive Kings Hill West Malling Kent Outline Application: Development of up to 65 dwellings (all matters reserved other than access) - Decision awaited b) Barnjet Layby, Tonbridge Road Barming - Street Trading Application Comments submitted and decision awaited c) 22/501171/TCA Witches Wood Tonbridge Road Barming (incorrect address noted) Notification of works in a Conservation Area T1 (Red Oak) - Carry out 30% (Approx. 3m Reduction) – Decision awaited d) 22/501491/TCA The Village Green Church Street Teston Kent Conservation area notification: Fell one Silver Birch and grind stump – TPO issued e) 22/501778/LBC 2 Hillside Cottage Malling Road Teston ME18 5AN Listed building consent for the renewal of the rear dormer, replacement windows and doors including internal and external repairs. install mechanical ventilation to bathroom and kitchen, 3no. external lights. Retrospective replacement ceiling works to the top bedroom – Decision awaited f) 22/501777/FULL 2 Hillside Cottage Malling Road Teston ME18 5AN Renewal of the rear dormer, replacement windows and doors including external repairs and 3no. external lights. Retrospective replacement of ceiling works to the top bedroom – Decision awaited			

	g) TM/22/00907/FL Land North Of 351 Hermitage Lane Maidstone Kent Erection of 42No. residential dwellings including affordable housing. Enhancement of existing access from Hermitage Lane and provision of associated hardstanding, landscaping, open spaces and infrastructure including drainage and earthworks - Decision awaited h) 22/502027/FULL Land North Of 351 Hermitage Lane Maidstone Erection of 42 no. residential dwellings including affordable housing. Enhancement of existing access from Hermitage Lane and provision of associated hardstanding, landscaping, open spaces and infrastructure including drainage and earthworks – Decision awaited i) 22/503185/SUB Becketts Croft Malling Road Teston Maidstone Kent ME18 5AR Submission of details pursuant to condition 4(a) (joinery details) in relation to Listed Building consent 21/504878/LBC – Refused 30.08.2022 j) 22/503162/FULL Colindale 66 Tonbridge Road Teston ME18 5BT Part Garage conversion into a habitable space, erection of a first floor side and single storey rear extension (Comments submitted – no objection subject to a condition for obscure glazing) - Permitted 24.08.2022 k) 22/503438/FULL The Stables Little Court Lodge Farm Tonbridge Road Erection of a detached garage/home office and a front glass canopy extension, including alterations to dwelling and change of use of land to residential garden – Permitted 27.09.2022 l) KCC/MA/0141/2022 Teston Bridge Country Park Car Park, Teston Lane Retrospective planning permission for engineering works related to the resurfacing of the overflow car park – Decision awaited m) 22/504044/FULL 23 Courtlands Teston Kent ME18 5AS Removal of existing rear conservatory and erection of single storey rear extension – Decision awaited n) 22/504204/TPOA Barham Mews Tonbridge Road Teston Kent Tree Preservation Order application: G1 - Group of 2 Lime trees with dieback present in tops of both trees. Both approximately 20 meters in height with an 8 meter spread. work requested is to remove major deadwood and reduce height by approximately 4M – Decision awaited o) 22/504261/LBC The Cottage East Church Street Teston ME19 5AJ Application for Listed Building Consent for internal alterations to alter a brick arch in a kitchen alcove to accommodate cooking range – Decision awaited b) Pending Decisions/New Applications 22/504379/AGRIC Tutsham Farm Hunt Street West Farleigh Kent ME15 0NE Prior Notification for the erection of 1no. agricultural building for secure storage of machinery, equipment, and other items. For its prior approval to: - Siting, design and external appearance. The Chairman provided some background. The matter was discussed with concern expressed regarding visual amenity, the size of the proposed building, the likely need for lighting, and issues relating to additional vehicle movements. It was agreed that the Parish Council should object on these grounds.
22/123	MBC and TMBC Local Plan Updates: The Chairman had been attending the Maidstone Local Plan Hearings and provided an update. The hearings had been deferred until 7th November and 21st November. The position regarding TMBC's Local Plan was noted. It was agreed that the Chairman should review the details and circulate a draft response.
22/124	Meeting with Golding Homes and Revised Details for Planning Applications 22/501777/FULL and 22/501778/LBC: The Chairman and Clerk had met with the Surveyor from Golding Homes.

	The Chairman provided a verbal report. There was concern that the proposed changes to the dormer window to the rear of the property would have a negative impact on symmetry and that the style of lighting may cause unacceptable light splays. A response would be drafted and circulated to all Cllrs prior to submission.
	Environment
22/125	Teston Bridge Country Park: The next Country Park Liaison Meeting would take place on 4th October. The Environment Agency was continuing to model additional measures to assess the risk of flooding upstream. More modelling needed to be done but it had been decided to keep progressing the weir option. There was a low probability that they would keep the access track, hardstanding area and/or crane pad. Their current plan was to reinstate these areas.
22/126	Tree and Hedge Work: a) Silver Birch on Teston Village Green: A TPO had been placed on the tree and a request had been made to attend the Planning Committee unless the TPO was allowed to lapse. b) Schedule of grounds maintenance: A master list of areas had been prepared. This would be populated ahead of the next meeting with further detail. Another column would be added for contractor details. d) Quotation for work to the Lime Tree at Courtlands and Catalpa on the Village Green: This would be chased by the Clerk. d) Pandora Cherries for the Village Green: These would be ordered shortly.
22/127	Allotments Report: Cllr Douglass reported. One plot had become available and this had been let. The water would be switched off at the end of October.
22/128	Play Area: i) Annual Inspection: The Chairman had reviewed the report. No items were considered to need attention. ii) MBC Play Inspections: It was <u>noted</u> that MBC would no longer be inspecting the Parish play equipment and this included Teston's equipment on the Village Green. iii) Play Area Rota: September – Cllr Miss Page; October – Cllr Owens; November – Cllr Mrs Wheat
	Highways
22/129	Highway Improvement Plan and Highway Spreadsheet of Routine Items: i) Mobile speed indicating device: The Chairman provided an update. Enquiries had been made of KCC regarding AutoSpeedWatch. KCC had a number of unanswered questions about this equipment. Meanwhile, the Parish Council's traffic surveys had been taken place over the last week. The Chairman would review the data when available. A report on the findings would be shared in Tapestry. ii) Regular items for noting any further action: A spreadsheet of routine items had been circulated and this was updated. It was noted that some domestic hedges remained uncut. It was expected that Highways would monitor and chase any issues that had already come to their attention.
22/130	Parking of Network Rail Vehicles at Livesey Street Near Junction with Malling Road: The latest position was noted. It was felt that this issue would only be resolved if the Police determined the parking was hazardous and this seemed unlikely. The item would be removed from future Agenda.
	Other
22/131	Screen and Projector for Teston Village Hall: The Chairman had obtained a quote for a remotely operated screen, projector and speakers. The budgetary cost, including fixing and installation, excluding vat was £5,600. Cllr Ms Burgon provided details of other options that could potentially reduce the estimate by around £1,000. Cllr Douglass would be investigating grant funding via the Edith and William Oldham Charitable Trust. The Chairman declared an interest as a Trustee of the Charity.

	An article would be placed in the November Tapestry seeking views on the possibility of part funding the project from the Tapestry fund.
22/132	Extension of the 'Queen's Green Canopy' in memory of HM The Queen: It was considered that if the TPO was overturned and the Silver Birch could be removed a really good specimen tree should be obtained.
22/133	Community Safety Ward Cluster Meetings: Note Clerk's report. The next meeting had been set for 11 th October on line. Repeated requests had been made for Teston to be grouped with a rural cluster but no meaningful response had been received.
22/134	Book of Condolence: It was <u>agreed</u> another book should be purchased.
22/135	Clerk's Report: It was noted that the damage to the Village Green had substantially righted itself and no further action was required.
22/136	Exceptional Delegated Authority: It was <u>agreed</u> that EDA should continue until the next meeting.
Meeting Adjourned	
Teston Land Conservation Trust matters Network Rail had changed their project and had requested a walkover licence instead. Teston Village Stores CIC matters Preparation of the accounts was in progress. One of the freezers had stopped working. A grant had been received from Kent Community Foundation and a replacement had now been ordered.	
Confidential Items	
22/137	It was <u>resolved</u> that the press and public to be excluded from item 22/138 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
22/138	Enforcement issues: The Chairman reported upon an ongoing enforcement issue.

There being no further business the meeting closed at 9.57pm

Decisions Taken by Clerk Since 19th July Under Scheme of Delegation and Approved Under Minute 22/113 Above

Detail	Decision and background	Date Taken
Planning Application	22/01570/OA Land North East And South Of 161 Watringbury Road East Malling - Outline Application: All matters reserved except for access for the erection of up to 52 residential dwellings, including affordable housing, open space and landscaping, roads, parking, drainage and earthworks. New access to be formed from Watringbury Road The Clerk circulated details of this application to Cllrs for consideration but made no contribution towards the Parish Council's determination in view of the potential conflict of interest due to the Clerk being a member of TMBC's Area 3 Planning Committee which might, in due course, determine the matter. All further processes were handled by the Chairman who, following consultation with Cllrs, submitted a response objecting to the application on the grounds of traffic impact, sustainability issues and lack of need for this site for housing. Ratification of the Chairman's action is requested.	17.08.2022
External Auditor Appointment	Notice was received from the Smaller Authorities Appointments Authority on 16th August advising of the option to opt out from the SAAA sector led audit regime for the next 5 years. Views were sought from Cllrs who felt	18.08.2022

	that the Parish Council should remain within the sector led scheme. On the basis that remaining in the scheme required no response from the SAAA the Clerk noted the issue as resolved.	
Planning Application	22/503438/FULL The Stables Little Court Lodge Farm Tonbridge Road - Erection of a detached garage/home office and a front glass canopy extension, including alterations to dwelling and change of use of land to residential garden Details were circulated to Cllrs and comments sought, following which a response was submitted by the Clerk raising no objection subject to a number of conditions. Subsequently these have been revised but the need for the conditions to deal with the following has been maintained: - permitted development rights are removed from the site - the garage is required to remain as a garage - the garage/home office building and the expanded garden area remain ancillary to the existing building.	23.08.2022
Planning Application	KCC/MA/0141/2022 Teston Bridge Country Park Car Park - Retrospective planning permission for engineering works related to the resurfacing of the overflow car park Details were circulated to Cllrs on receipt for consideration. It was the view that the application should be opposed in line with previous expressions of concern and on the basis of visual impact within an Area of Local Landscape Value, issues related to the flood plain – whilst also observing that this was a retrospective application. The Clerk submitted the Parish Council's response on this basis.	26.08.2022
Planning Application	22/504044/FULL 23 Courtlands Teston - Removal of existing rear conservatory and erection of single storey rear extension Details were circulated to Cllrs who had no comments to make. The Clerk submitted a response on this basis.	05.09.2022
Traffic Surveys	Following a previous decision of the Council the Parish Clerk arranged for 3 traffic surveys to take place commencing on 21st September. Cllrs considered whether a fourth survey would be appropriate on Malling Road near the village centre. The additional cost was advised to be £195 plus vat. Having received views from Cllrs the Clerk determined that the further survey should take place and instructed the contractor accordingly.	16.09.2022
Allotments Water Contract	Notice of renewal was received and details circulated to Cllrs. It was felt that it would be financially beneficial for the Council to renew on the basis of a 1 year tracker, and that arrangements should be made for on-line access to the account so that invoices could be viewed in a timely way. The Clerk has actioned renewal and has created an on-line account, details of which have been shared with the Chairman.	20.09.2022
Planning Application	22/504204/TPOA Barham Mews Tonbridge Road Teston Kent - Tree Preservation Order application: G1 - Group of 2 Lime trees with dieback present in tops of both trees. Both approximately 20 meters in height with an 8 metre spread. Work requested is to remove major deadwood and reduce height by approximately 4M Details were circulated to Cllrs who felt that on this occasion they should be guided by the Tree Officer and the Clerk submitted a response on this basis.	21.09.2022
Planning Application	22/504261/LBC The Cottage East Church Street Teston ME19 5AJ - Application for Listed Building Consent for internal alterations to alter a brick arch in a kitchen alcove to accommodate cooking range Details were circulated for comment. It was felt that unless there were strong reasons for the Conservation Officer to object the application should be supported and the Clerk submitted a response on this basis.	21.09.2022

Date of next Parish Council meeting – 7.30pm on 29th November 2022 at Teston Village Hall

End