



MINUTES OF THE MEETING OF THE **PARISH COUNCIL** HELD ON **WEDNESDAY 21ST OCTOBER 2020 AT 19:30. THIS MEETING WAS HELD VIA VIDEO CONFERENCE CALL DUE TO THE COVID:19.**

Present: Cllr S Barker (Chair), Cllr M Colman, Cllr S Falzon-Thomas, Cllr C Finlay, Cllr K Kassem-Toufic, Cllr S Kirk, Cllr A Petty, Cllr N Sherlaw, Cllr D Waller, Cllr R Zahidi

Apologies: Cllr C Bridger

Absent: Cllr N Redding

Also in attendance: Ms J Miller (Clerk & Proper Officer), Mrs G Jackson (Deputy Clerk), 1 Member of the Public

FC20/237. To receive and accept Apologies for Absence.
Apologies were received from Cllr Bridger with reasons given for absence. It was **RESOLVED** that the apologies be accepted.

FC20/238. No reasons for absence was received from Cllr Redding.

FC20/239. To receive Declarations of Interest & lobbying.
There were none.

FC20/240. The Chairman welcomed Cllr Matthew Balfour to the meeting and asked the parish council to bring forward the county councillor report. This was **AGREED**.

FC20/241. To receive report from County Councillor and questions from Council.
Cllr Balfour reported:

- On the anaerobic digester at Blaise Farm and the cause of the odour that has been released.
- That there is some difficulty in balancing the figures relating to Kent County Council's budget for the next financial year.

FC20/242. Cllr Zahidi asked about the contractual obligations and whether these have been breached. Cllr Balfour confirmed that the obligations are between Blaise Farm and the Environment Agency.

FC20/243. Cllr Kirk asked if there was anything local councils can do with regard to their lost revenue due to COVID19 as the costs are likely to be passed on to the electorate through council tax rises. Cllr Balfour advised for local councils to write to the Government. Cllr Barker confirmed that this has been done.

- FC20/244.** Cllr Barker enquired as to when the budget consultation closed and asked Cllr Balfour if there was any funds left from his Members Grant. Cllr Balfour asked for the Clerk to liaise with him regarding funding. **Clerk**
- FC20/245. Chairman's Announcements – to receive announcements**
The Chairman formally welcomed the new councillors to the meeting.
- FC20/246. To confirm new candidates have signed Declarations of Acceptance of Office.**
This item was not discussed.
- FC20/247. Minutes –** It was **RESOLVED** that the minutes of the meeting held on 16th and 23rd September 2020 and 12th October 2020 be approved and the minutes will be physically signed at the earliest opportunity. **SMB**
- Minutes of Committee meetings for adoption:**
- FC20/248.** Planning, Transport and Environment Committee Minutes 02/09/2020. **Adopted.**
- FC20/249.** Finance and Human Resources Committee Minutes 22/07/2020. **Adopted**
- External Reports**
- FC20/250.** To receive report from County Councillor and questions from Council.
This item was moved to FC20/241 .
- FC20/251.** To receive report from Borough Councillor and questions from Council.
There was no report.
- FC20/252.** To receive monthly report from Kent Police.
Pedal cycle stolen, lanterns damaged outside of house, Range Rover stolen without keys.
The police report was **noted**.
- Public Consultations**
- FC20/253.** To consider Berkeley Homes consultation www.berkeley-broadwater.co.uk.
It was **RESOLVED** to complete the questionnaire in relation to Broadwater Farm. Each question and answer is set out below.
- FC20/254.** Which group below do you represent?
Parish Council
- FC20/255.** The development will deliver up to 900 homes, of which, 270 will be 'affordable'.
Do you agree that the site is appropriate for residential development?
It was **RESOLVED** to answer yes to this question.
- FC20/256.** The development proposes a mix of 1 & 2 bedroom apartments and 2, 3, 4 & 5 bedroom houses.
Do you agree that the mix of development proposed is appropriate to the site?
It was **RESOLVED** to answer yes to this question.

- FC20/257.** The proposals provide for a 2 form entry primary school, 6 form entry secondary school and a potential medical centre.
Do you support the inclusion of such uses?
It was **RESOLVED** to answer yes to this question.
- FC20/258.** The masterplan carefully considers the surrounding environment when locating the proposed homes, schools, medical centre, roads, pedestrian/cycle/equestrian links and open space.
Do you agree that the location of each of the uses is appropriate to the site?
It was **RESOLVED** to answer yes to this question.
- FC20/259.** The scheme will be sensitively designed to integrate into the surrounding topography and natural landscape of the site. It takes design inspiration from the traditional local Kent vernacular and will incorporate the kind of materials one sees in the surrounding area.
Do you feel that the design approach to the development is appropriate?
It was **RESOLVED** to answer yes to this question.
- FC20/260.** The landscape proposals ensure a 'net biodiversity gain' is achieved on the site. New homes integrate with existing and new ecological features, such as sustainable drainage ponds.
Do you agree that the landscape strategy is appropriate to the site?
It was **RESOLVED** to answer yes to this question.
- FC20/261.** Pikey Lane would be stopped up to provide a unified school site, whilst Broadwater Road and Lavenders Road would be downgraded to pedestrian/cycle/equestrian links where they bisect the site. Access to land south of Broadwater Farm including Hoath Wood would be via new connections to be formed and there would be a potential vehicular access to Kings Hill.
Do you agree with Berkeley's approach to the accesses?
It was **RESOLVED** to answer yes to this question.
- FC20/262.** We are considering incorporating a number of community sustainability features within our proposals including drawing competitions, tree planting, apple picking, ecological trails, outdoor activity gym, equestrian routes, village greens for events, perimeter pedestrian / running route.
Would you be supportive of such an approach?
It was **RESOLVED** to answer yes to this question.
- FC20/263.** Do you have any suggestions for features that we have not thought of?
Any comments:
It was **RESOLVED** to add the following to the questionnaire:-
 - Youth facility for ages 13 – 18.
 - A small pavilion on the village green area.
 - Cricket pitch.
- FC20/264.** This application will deliver private and affordable homes as part of a high quality, sustainable development and contribute to meeting local housing, educational and healthcare needs and the objectives of the Council's new Local Plan.
Do you support Berkeley's proposals for development?
It was **RESOLVED** to answer yes to this question.

Motion from Cllr Waller

- FC20/265.** To receive an update on the building of the church on Gibson Drive.
An update was received and it was **noted** the building of the church continues to move forward and the Church continues to liaise with the landowners.

Five Year Strategy Working Group

- FC20/266.** To receive update.
It was reported that the last meeting was postponed and a new date has been scheduled for 22nd October 2020. **Full Council**

Community Payback Scheme

- FC20/267.** To approve Community Payback Beneficiary Agreement
It was **RESOLVED** to approve the community payback beneficiary agreement. **Clerk**

- FC20/268.** To consider projects to allocate to Community Payback
It was **RESOLVED** to delegate authority to the Clerk under Section 101 of The Local Government Act 1972, to proceed with the community payback project including the allocation of projects. **Clerk**

- FC20/269.** It was **RESOLVED** that the Clerk would report back to Full Council on the success of the projects. **Full Council**

Motions from Cllr Barker

- FC20/270.** To note that neighbouring parishes are being contacted with regard to setting up quarterly meetings.
It was reported that some dates had been distributed and responses are awaited. **Deputy Clerk**

- FC20/271.** To note emergency plan working group have not met yet.
This was **noted** and it was **RESOLVED** for the Clerk to circulate an example of the emergency plan to the four new councillors. **Clerk**

To complete bi-annual review of the following: -

- FC20/272.** To undertake bi-annual review and adopt CCTV Access Request Form.
It was agreed by **RESOLUTION** that the CCTV Access Request Form be adopted. unanimous **Deputy Clerk**

- FC20/273.** To undertake bi-annual review and adopt CCTV Policy.
It was agreed by **RESOLUTION** that the CCTV Policy be adopted. unanimous **Deputy Clerk**

To complete annual review of the following: -

- FC20/274.** To undertake annual review and adopt Open Space Policy and Procedure.
It was agreed by **RESOLUTION** that the Open Space Policy and Procedure be adopted. unanimous **Deputy Clerk**

Administrative & Financial Matters

- FC20/275.** To ratify Accounts for Payment – August and September 2020.
The accounts for payment of **£14,153.58** for August 2020 were circulated and **agreed.**
- FC20/276.** The accounts for payment of **£22,071.72** for August 2020 were circulated and **agreed.**
- FC20/277.** It was **AGREED** for the clerk to send out the financial regulations to all councillors and to set up a Zoom Meeting to go through roles and responsibilities with regard to finances. **Clerk**
- FC20/278.** To receive an update on a payment break for the Work Loans Board.
It was **AGREED** for the clerk to make a further application for a payment break. **Clerk**
- FC20/279.** To assess any potential risks.
This was not discussed.
- FC20/280.** To receive communications updates for September 2020.
This was **noted.**
- FC20/281.** To consider committee memberships for new councillors.
This item was deferred to the next Full Council meeting to be held in December 2020 so that the new councillors are able to attend all committee meetings before making a decision. **Full Council**
- FC20/282.** To note the following asset disposals:-
 - Countax Mower.
 - Line Marker.Received £450 for both items.
The disposals were **noted.**
- FC20/283.** **Correspondence and matters for information - see appendix 1**
All the correspondence was **noted.**
- FC20/284.** **Future Meetings**
It was **noted** that the next meeting is Wednesday 18th November 2020.

To report external meetings with representatives of KHPC – to allow members to ask any questions and to receive the minutes.
- FC20/285.** 10/09/2020 – Countryside Meeting. Cllrs Barker, Colman, Finlay and Petty attended.
- FC20/286.** 21/09/2020 – Blaise Farm Meeting. Cllrs Barker and Finlay attended.
- FC20/287.** 29/09/20020 – Meeting with builder to show progress of new extension. Cllrs Barker, Colman and Petty attended.
- FC20/288.** 08/10/2020 – Liberty Property Trust Quarterly Meeting. Cllrs Barker and Petty attended.
- FC20/289.** 01/10/2020 - KALC T&M Area Committee. Cllrs Barker and Colman attended.

Questions from Councillors and Future Agenda items

Questions from councillors shall be recorded in the minutes and responded to at a later date.

- FC20/290.** Cllr Kirk enquired about the reference to camps being found in the woods.
- FC20/291.** Cllr Zahidi asked what powers the parish council had to impose fines with regard to littering. Cllr Zahidi asked for the following motion to be placed on the next Planning, Transport & Environment Committee agenda:

How does the parish council work with outside agencies with regard to littering as fines are not enforced.
- FC20/292.** Cllr Falzon-Thomas asked for further information on the recent tree inspection.
- FC20/293.** Cllr Falzon-Thomas asked to be brought up to speed with the discussions on the sports park lease.
- FC20/294.** Cllr Falzon-Thomas asked for confirmation on the range of the CCTV at the Sports Park.
- FC20/295.** Cllr Barker asked for the anaerobic digester to be an item on the next Planning, Transport & Environment Committee agenda.
- FC20/296.** Cllr Zahidi also asked to see further information on the camps in the woods queried by Cllr Kirk.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public and the press will be asked to leave the meeting during consideration of item FC20/297

Meeting closed to public at 21.50

- FC20/297. To consider Covid friendly presentation of the KALC Community Award Certificate.** **Clerk**
It was **RESOLVED** that Cllr Barker would present the certificate at a COVID friendly presentation.

The meeting closed at 21.55

Signed.....

Date.....

Appendix 1

To report Correspondence and matters for information

1. 08/09/2020 – Email from KALC regarding Kent Prepared newsletter Issue One - bringing you the latest Kent Resilience Team news.
2. 10/09/2020 – Email from KALC regarding COVID-19 update - 9 September 2020.
3. 10/09/2020 – Advance notice KALC Area Committee meeting 1st October 2020.
4. 11/09/2020 – DIS 971
5. 14/09/2020 – NALC Coronavirus Update.
6. 14/09/2020 – NALC Rebuilding Communities.
7. 15/09/2020 - The Rural Bulletin - 15 September 2020.
8. 18/09/2020 – Chief Executive Bulletin.
9. 18/09/2020 - SEE Newsletter - September 2020.
10. 21/09/2020 – Email from KALC regarding COVID-19 update - 18 September 2020.
11. 21/09/2020 – Chief Executive Bulletin.
12. 22/09/2020 – Rural Bulletin.
13. 23/09/2020 – Email from Cllr Barker regarding KALC T & M Area Committee Meeting 1st October - Policing in T & M.
14. 23/09/2020 – Email from KALC regarding NHS Kent and Medway CCG: Your community news for September 2020.
15. 24/09/2020 – Email from KALC regarding CSSC Green Message - NFIB Cyber Bulletin - 23 Sep 2020.
16. 25/09/2020 – DIS 972
17. 25/09/2020 – Email from KALC regarding Local Government Bulletin 24 September 2020.
18. 25/09/2020 – Chief Executive Bulletin.
19. 29/09/2020 – Email from NALC regarding How do the tiers of local government collaborate?
20. 01/10/2020 – Police Newsletter – September 2020.
21. 01/10/2020 – Email from NALC regarding Find out how to recognise hidden disabilities
22. 02/10/2020 – Email from KALC regarding KRF EU Transition Threat and Risk Assessment.
23. 02/10/2020 – Email from KALC regarding new bitesize courses.
24. 02/10/2020 – Chief Executive Bulletin.
25. 05/10/2020 – KALC News – September 2020.
26. 05/10/2020 – Email from NALC regarding What are the health challenges post COVID-19?
27. 05/10/2020 – Gatwick Announcement.
28. 06/10/2020 – Email from KALC regarding NATIONAL CSSC Green Message - NFIB Cyber Bulletin - 6 Oct 2020.
29. 06/10/2020 - The Rural Bulletin - 6 October 2020.
30. 07/10/2020 – Email from Sustrans regarding Invitation to potential KDL Partnership Members.
31. 08/10/2020 – Email from resident regarding marketing list.
32. 08/10/2020 – Email from West Malling Group Practice regarding Prostate Cancer Talk - 2 November 2020 at 6.00pm.
33. 09/10/2020 - DIS 973
34. 09/10/2020 – Chief Executive Bulletin.
35. 10/10/2020 -Email from CPRE regarding Planning campaign – we’re making progress, and other news.
36. 12/10/2020 – Email from KALC regarding COVID 19 Community Champions Programme.