



# Boughton Malherbe Parish Council

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## NOTICE OF A MEETING OF THE PARISH COUNCIL

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To: All Councillors,

You are hereby summoned to a Meeting of Boughton Malherbe Parish Council at 7.30pm  
Monday 8th March 2021 to be held by teleconference

Dated: 3<sup>rd</sup> March 2021.

Chris Hume, Parish Clerk

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Members of the public are very welcome to attend and will have an opportunity to speak.  
Contact the Clerk for joining instructions.

### AGENDA

1. **Anybody filming or recording this meeting to declare it.**
2. **Apologies** – to receive and accept apologies for absence.
3. **Declarations:**
  - Any lobbying**
  - Any interest in items on the Agenda**
  - Any changes to the register of pecuniary interests**
4. **Approval of Minutes** – to approve the Minutes of 25<sup>th</sup> January 2021, 8<sup>th</sup> February and 25<sup>th</sup> February
5. **Matters Arising**
6. **Purdah** – to note the advice from KALC below. NALC guidance circulated separately.
7. **Public Session**
8. **Planning Outcomes since 2<sup>nd</sup> November 2020**
9. **Local Policing/Community**
  - 8.1 Police/Crime Report - stats previously circulated
  - 8.2 Speedwatch
10. **Highway and Footway Matters**
  - 10.1 Liverton Hill, Ditches, gullies, potholes**
  - 10.2 59 Bus**
  - 10.3 Litter**
  - 10.4 Highways Improvement Plan** – to note the latest version of the plan circulated Separately
  - 10.5 Footpaths** – Representation from Mike Hitchins:  
Having recently walked some of the footpaths in the Parish it is clear that stiles are a major obstacle to elderly residents and to people with large dogs. They are either in poor repair or too difficult and dangerous to traverse. I would like to ask the Council to consider funding and replacing these old antiquated stiles with modern kissing gates that are easier to use and maintain.

### **10.6 Representation from Sue Burch: Junction of Eastwood Road and Headcorn Road**

I wondered if would be possible to put some bollards around the grass triangle as someone keeps driving through the middle. There have been bollards suddenly I stalled on the other triangle at Coldbridge Road junction after some heavy traffic churned that up in the last week. I had made enquiries of installing an ex Apple box and plant it up on the triangle so traffic can't drive across it.

### **11. Councillor Reports on any External Meetings attended**

### **12. Finance**

<b>12.1 To note the Balance at the Bank:</b>	Nat West	£70,941.46
	Nationwide	£14,150.58
	Cambridge and Counties	£ 22,963.65

To discuss whether to move funds back to the savings accounts in view of the revised cost of the traffic calming scheme.

**12.2 Income since the last meeting :** none to report

**12.3 Bank Reconciliation –** to agree statement below

**12.4 Any cheques to sign:**

**12.5 Authorisation of any payments since the last meeting:** Rosemary Smith £355.50

**12.6 Expenditure compared to budget, year to date –** to note the current position below

**12.7 Arranging Outstanding payments before the year end –** Village Hall, Church, Clerk

**13. Traffic Calming Update –** Clerk to provide an update on KCC Scheme

**14. Speed Indicator Device (SID) Update –** Clerk to provide any update

**15. Litter Bin Outside the Church –** to review latest position

**16. Quinn Donation – (i) to consider proposal from Chris Wheal below  
(ii) to consider proposal for a footpaths and local features map for the village green in place of the proposed points of interest stone**

**17. Forthcoming Elections – 6<sup>th</sup> May 2021**

- Notice of Election is due to go up on 19 March 2021
- Nominations open on Monday 22 March 2021.
- Nominations close on Thursday 8 April at 4pm.

**18. Date for the Annual Meeting 2021 –** to agree a date

**19. Correspondence**

**20. Further Information**

### **Item 6 Guidance from Clive Powell at KALC**

*"I think on going items and regulars are simply that. I think purdah is designed to catch out new expenditure or big ticket items: these should be held over if they crop up within 6 weeks of the election. I think your items sound fine."*

## Item 12.3 BANK RECONCILIATION STATEMENT

Bank Balances at 31st March 2018		as at 31st March 2020	£p
(as per Bank Statements)			
Nat West Current Account			2,703.89
Nationwide			25458
Cambridge and Counties			86,748.22
			<hr/> 114,910.08
Less Unpresented Cheques:-			1,119.40
			<hr/> <b>113,790.68</b>
			<hr/>
			£p
Balance brought forward 1st April 2017	forward 1st April 20		113,790.68
Receipts			8,116.04
			<hr/> 121,906.72
Less Payments in the Year			<div>14206.53</div>
			<hr/> <b>107,700.19</b>
Balances at Bank	Statement to	5th Feb 2021	
		NatWest	70,941.46
		Nationwide	14,150.58
		Cambridge and Counties	<hr/> 22,963.65
			108,055.69
Less Unpresented Cheques:-		171	355.50
			<hr/> <b>107,700.19</b>

## Item 12.5 – EXPENDITURE IN 2020/21 COMPARED TO BUDGET

	Budget £ 2019/20	Budget 2020/21	Year to date	Projection
<b>RECEIPTS</b>				
Precept	5515	5,581	5581	5581
LCTS				
Parish Services Scheme	639	500	511	511
		6,081	6092	6092
VAT Refund	600	180	772	772
<b>TOTAL RECEIPTS</b>	6754	6,261	6864	6864
<b>PAYMENTS</b>				
Staff Costs - Clerks Wages	2400	2,473	0	2473
Other Costs				
Village Green Maintenance	600	500	551.5	551.5
Village Hall Hire	300	250	0	0
Christmas Tree	300	300	0	300
Christmas functions	700	350	0	0
Litter Collection	100	100	55	55
Churchyard Maintenance	500	500	0	500
Emergency Plan	0	0	0	0
Training Courses	500	500	72	72
Internal Auditor	50	50	195	195
Insurance	400	400	370	370
KALC Membership	240	240	262	262
Contingency	250	200	559	559
Chairman's Expenses	100	100	0	0
CPRE Membership	40	40	36	36
Stationery, postage	200	250	83	120
Toatl Other Costs	4280	3,780	2183.5	3020.5
<b>TOTAL PAYMENTS</b>	6680	6,253		5493.5
<b>Under/over spend</b>	74	8		759.5
Quinn/Legacy spend				
Village Hall			7307	
KCC Design Fee			3819	
Red Cross			50	
Footpath gate			626	

church bin and hedges

Laptop and software

## 16(I) – PROPOSAL FROM CHRIS WHEAL

*Before taking any decision on spending / allocating all of the balance of the Quinn money to a traffic calming scheme which is circumspect and of questionable benefit I request you revisit a previous proposal in respect of use of Quinn money.*

*Litter in and around the village is an ongoing problem, at a recent PC meeting there was a proposal to pay a resident £5 to empty a litter bin at the church on an ongoing basis, pot holes need to be reported, fire hydrants kept clear overgrown vegetation, the barrier fencing at the stream in Coldbridge Lane in need of repair, an ongoing list for regular ongoing maintenance jobs which traditionally went under the heading of “lengthsman” i.e. a person who maintained a length of road and used to be in every village. Headcorn have recently appointed a “lengthsman” and I believe giving them two now - so clearly it is a doable situation.*

*My original proposal was to set aside a percentage (I suggested 50%, could be any %age) to provide annual token payment(s) to a volunteer to undertake “lengthsman” duties i.e. maintenance / handyman jobs around the village: A service that would unquestionably benefit the village as a whole.*

*The rationale that we haven't got anything else to spend the money on so we may as well throw it at a traffic calming scheme, which is documented by KCC Highways as likely to have little benefit, can and should be kicked into touch.*

*This isn't saying don't spend any money on traffic calming, but think wisely and about the amount and prudence as well as other spending which would benefit the village.*

## 16(II) – QUOTATION FROM KCC FOR A FOOTPATHS AND LOCAL PLACES OF INTEREST NOTICE BOARD FOR THE VILLAGE GREEN

We can offer the following options to you for the Parish Map:

1. **£1,815 + VAT** – Includes the:

Map Design – Map, Key, Additional Info Box, Photo and Extra Text Box.

Printing of the Map on laminated, durable and damp-proof paper.

Notice Board **600mm wide x 900mm high** (see below for image) and 1 pair stainless steel posts.



If installation is required it will be an additional £550 + VAT. Provided by company who produce the notice board.

(Notice board is stainless steel, two locks, clear front glass virtually unbreakable)

The alternative and slightly cheaper notice board option is as per the below:

Stainless Steel. No Locks. 4mm glass front. Wall or post mounted. Panel inside can be changed.  
(Picture for design not sizing).



2. **£1,665 + VAT** – Includes the:

Map Design – Map, Key, Additional Info Box, Photo and Extra Text Box.

Printing of the Map on laminated, durable and damp-proof paper.

Notice Board **600mm wide x 900mm high** (see above for image) and 1 pair stainless steel posts.

If installation is required it will be an additional £550 + VAT. Provided by company who produce the notice board.

- If you don't need/want extra text and photos on the map then there is a £50 price reduction.
- If you can find or know someone who can install the notice board then that may be a more viable option for you.

Larger notice boards are available for an increased cost if needed.

Thank you  
Pippa

**Pippa Silver | Explore Kent | Insight and Campaigns Officer**