



# 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 7th November 2022 to be held in the village hall

Dated: 2<sup>nd</sup> November 2022

*USKord*

Vickie Ford, Parish Clerk

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Members of the public are very welcome to attend and will have an opportunity to speak.  
All background papers can be found on the Council's website under Parish  
Council/Background Documents

### AGENDA

1. **Anybody filming/recording this meeting is kindly requested to declare**
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 the Meeting held on 5<sup>th</sup> September 2022
5. **Public Session**
6. **Kent County Council and Maidstone Borough Council Reports**
7. **Planning Outcomes** since 5<sup>th</sup> September 2022
8. **Local Policing/Community**
  - 8.1 **Police/Crime Report** - stats to be tabled at the meeting
  - 8.2 **Speedwatch** – to receive an update from Cllr Kennaird
9. **Highway and Footway Matters**
  - 9.1 **Liverton Hill, Ditches, gullies, potholes**
  - 9.2 **Water leaks**
  - 9.3 **59 Bus** – to consider options going forward following KCC decision to cut subsidy
  - 9.4 **Litter**
  - 9.5 **Highways Improvement Plan** – to note there are no changes to report
  - 9.6 **Footpaths** - to receive any Councillors' reports
10. **Councillor Reports on any External Meetings attended**
11. **Finance**
  - 11.1 **To note the Balances at the Bank** – statement below
  - 11.2 **Income since the last meeting:** £8.42 bank interest; £163.50 Parish Services Scheme
  - 11.3 **Bank Reconciliation** – to agree statement below
  - 11.4 **Statement of receipts and payments against budget** – to receive statement below
  - 11.5 **Any cheques to sign:** Air Ambulance Kent Surrey Sussex £50; V J Ford £12.50
  - 11.6 **Authorisation of any payments since the last meeting:** Amesis Ltd £67; KALC £60; V J Ford £1,026.48; Graft Green Village Hall £500

- 11.7 Lloyds Bank**  
     11.71 to consider adding Cllr Kennaird as an authorised signatory  
     11.72 to consider opening an instant access savings account
- 12. Photographing, Recording or Broadcasting Meetings** – To consider adoption of the draft policy presented
- 13. Grafty Green Village Green**  
     **13.1 Tree maintenance** – to authorise inspection of the silver birch; survey of one oak tree; and action recommended  
     **13.2 Fence replacement** – to receive quotations for the replacement of the fencing  
     **13.3 Grounds maintenance** – to consider arrangements from January 2023 onwards
- 14. Grafty Green stile replacement** – to authorise, subject to the landowner's permission, the installation of 3 gates supplied free of charge by KCC; gates to replace stiles on KH427
- 15. Community Catalysts Project Kent** – to discuss promotion of the Project
- 16. Maidstone Design and Sustainability Development Plan consultation** – to consider the Parish Council's response
- 17. Freedom of Information (Fol)**  
     **17.1 To amend Standing Order 15 (b) (viii)** to reflect the Clerk's delegated authority to deal with requests (rather than to assist)  
     **17.2 CLOSED SESSION – Confidential:** Consideration of the Chairman's report in response to a complaint regarding requested information being withheld
- 18. CLOSED SESSION – Confidential:** to approve proposed correspondence relating to the Village Green
- 19. Further Information**

**Items 11.1 and 11.3 Bank Balances and Reconciliation**

<b>Bank balances at 31<sup>st</sup> March 2022</b>	<b>£</b>
NatWest current	2,050.81
NatWest business saver	46,522.31
Nationwide	14,230.15
Cambridge and Counties	<u>23,486.79</u>
	86,290.06
Less unrepresented cheques	<u>- 324.00</u>
<b>Balance at 31<sup>st</sup> March 2022</b>	<b><u>85,966.06</u></b>
 Balance brought forward 1 <sup>st</sup> April 2022	 85,966.06
Receipts in the year	7,359.47
Less payments in the year	<u>-7,456.80</u>
<b>Balance at 31<sup>st</sup> October 2022</b>	<b><u>85,868.73</u></b>
 <b>Bank balances at 31<sup>st</sup> October 2022</b>	 <b>£</b>
NatWest current	Nil
NatWest business saver	Nil
Lloyds current	48,211.79
Nationwide	14,230.15
Cambridge and Counties	<u>23,486.79</u>
	85,928.73
Less unrepresented cheque	<u>-60.00</u>
<b>Balance at 31<sup>st</sup> October 2022</b>	<b><u>85,868.73</u></b>



**Item 11.4 Statement of receipts and payments against budget: second quarter 2022/23**

	Budget 2021/22	Budget 2022/23	Actual to 30.9.22	Projected to 31.3.23
	£	£	£	£
<b>RECEIPTS</b>				
Precept	5,731	7,005	7,005	7,005
Parish Services Scheme	409	327	164	327
Bank interest (general reserves)			19	50
Misc				
VAT Refund	200	150		709
<b>TOTAL RECEIPTS</b>	<b>6,340</b>	<b>7,482</b>	<b>7,188</b>	<b>8,091</b>
<b>PAYMENTS</b>				
Staff Costs - Clerk's Salary and expenses	2,498	4,196	1,026	4,310
Other Costs				
Village Green Maintenance	500	500	203	500
Village Hall Hire	250	250	-	250
Christmas Tree	300	300	-	300
Christmas functions	300	-	-	-
Litter Collection	100	-	231	600
Churchyard Maintenance	500	500	-	500
Emergency Plan		-	-	-
Training Courses	300	300	120	300
Internal/external Auditor	70	100	90	90
Insurance	370	400	489	489
KALC & SLCC Membership	300	300	349	349
Contingency (incl defib spares)	50	-	238	288
Chairman's Expenses	50	-	-	-
CPRE Membership	36	36	36	36
Stationery, postage, admin	200	200	165	500
<b>Total Other Costs</b>	<b>3,326</b>	<b>2,886</b>	<b>1,921</b>	<b>4,202</b>
Repairs Fund contribution	500	-		
Village Green Fund (tree insp & maint)	-	400	775	2,150
<b>TOTAL PAYMENTS</b>	<b>6,324</b>	<b>7,482</b>	<b>3,722</b>	<b>10,662</b>
<b>Non-budget</b>				
Community Infrastructure (CIL) receipts			-	
Payments from Reserves:				
Platinum Jubilee celebration			793	793
Kissing gates			792	2,000
Village Hall Centenary celebration			-	500
Village Green fencing			-	3,000