

**The Minutes of the Annual Statutory Meeting of Linton Parish Council
held in Linton Village Hall on 14th May 2018 at 7:30PM.**

Councillors present: *Pat Burden
Darren Carpenter
Ian Firmin
Linda Potter
James Smith
Jerry Whitmarsh*

Also present: *Parish Clerk Mrs Sherrie Babington, MBC Councillor Webb, KCC Councillor Stockell and members of the public.*

The meeting was chaired by Cllr Whitmarsh.

1. To elect a Chairman.

Cllr Whitmarsh stated that he would not be standing as Chairman this year, although he would stay on as a Parish Councillor for the time being. He stated that he had enjoyed his time as Chairman and thanked members for their support.

Cllr Whitmarsh asked for nominations for Chairman, he stated that Cllr Cresswell had indicated that he would be willing to be elected as Chairman if no other member came forward.

Members supported the offer from Cllr Cresswell and Cllr Whitmarsh proposed Cllr Cresswell as Chairman, this was seconded by Cllr Carpenter and agreed by all present.

Cllr Cresswell was therefore elected as Chairman for the next year.

Cllr Carpenter thanked Cllr Whitmarsh for his work and support as Chairman over the past two years, these thanks were conveyed by all members.

2. Chairman to sign Declaration of Acceptance of Office.

Cllr Whitmarsh stated that Cllr Cresswell would signed his Declaration of Acceptance of Office at the next meeting.

3. Apologies.

Apologies were received from Cllr Cresswell.

4. To elect a Vice Chairman.

Due to apologies received from the new Chairman Cllr Cresswell, Cllr Whitmarsh offered to take the role of Vice Chairman for one meeting. This was agreed, and it was proposed by Cllr Firmin to elect Cllr Whitmarsh as Vice-Chairman, this was seconded by Cllr Smith and agreed by all present. Cllr Whitmarsh accepted this position and took the Chair for this meeting.

Cllr Whitmarsh asked the Clerk to place the election of a Vice Chairman on the next agenda.

Action: Clerk to place item on next agenda.

5. To appoint committees, representatives to outside bodies and other external appointments.

Members approved the following appointments:

Representatives for Outside Bodies

Responsible Finance Officer – Parish Clerk
Footpaths Officer - Mr McGillivray/Cllr Smith
Village Hall Representative – Councillor Burden & Councillor Whitmarsh
Tree Warden - Mr McGillivray/Cllr Smith
Highways – Councillor I Firmin
KALC – Councillor Cresswell & Councillor Carpenter
Webmaster – Councillor Whitmarsh/Parish Clerk
Maidstone Police – Councillor I Firmin
Allotments Manager Mrs J Sawyer
Playground – Councillor Butters
Community Liaison – all Councillors
Neighbourhood Watch - Councillor Burden
Speed Watch – Cllr Cresswell

Planning Committee

All Councillors

Appointment of:-

Internal Auditor – Martin Thomas & Co
Bankers - Lloyds TSB
External Auditors – Little John
Insurers - Norwich Union
Solicitors – Gullands
Planning Advisors - Page and Wells

6. Declaration of Interests.

Cllr Firmin declared an interest in planning matters concerning Wares Farm, Hill Farm and Vicarage Field.

7. Minutes of the previous Meeting.

The Minutes of the previous meeting were circulated to all Members. These were proposed by Cllr Carpenter as a true record, seconded by Cllr Smith and agreed to by all present.

The minutes were then signed and dated by the Chairman of the meeting.

8. Matters arising from the Minutes.

There were no matters arising.

9. Clerks Report and Correspondence.

The Clerks Report and correspondence was noted by members.

10. Conservation Area Management Plan.

The Chairman reported that the Conservation Officer from MBC had attended the Parish Annual Assembly and given an update on the progress of the Management Plan. He stated that MBC were due to send out letter to residents affected by the Plan by the end of May 2018.

11. Highways Matters.

Cllr Firmin stated that the interactive sign had been reported to KCC, he said that he would follow this up again to seek timescales for repair.

The Chairman stated that the smashed glass in the BT phone box had been reported and was scheduled for repair.

The Chairman adjourned the PC meeting for Public Comments.

12. Public Comments and Observations.

Mr Mortimer attended the meeting to speak regarding matters carried out whilst he was in his role as a Ward Councillor. He reported that the meeting that had taken place with KCC was now being followed up by Cllr Webb.

He spoke regarding his time as a Ward Councillor and said that it had been an honour and a privilege to have been the Ward Councillor for Linton for the past 16 years and a Ward Councillor for 22 years. He stated that he wished the new Councillor well and thanked members for their support and assistance whilst he served as a Ward Councillor.

Cllr Whitmarsh spoke on behalf of the Parish Council and thanked Mr Mortimer for his work and dedication to the Parish of Linton, he stated that members past and present were grateful for the work he had carried out on behalf of the Parish Council.

The Chairman reconvened the PC meeting.

13. Ward Councillors Report.

MBC Ward Councillor reported on the results of the recent MBC elections and reported that a full Council meeting was due to be held on 15th May. He spoke regarding the political make up of the Council.

Councillor Webb gave his report to the meeting.

14. KCC Councillors Report.

KCC Councillor Stockell gave her report to the meeting. She circulated a written report to all present.

15. Financial Matters.

a. Financial Statement.

The financial statement was circulated and approved by members (Whitmarsh/Firmin).

Bank Balances

Lloyds TSB Account 02332818

Opening Balance on Current Account	£19503.92
Less/Add Account transfers/deposits	£0.00

Less Accounts for payment	£1768.19
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£0.00

Closing Balance on Current Account	£31162.88
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b. 2017/2018 Accounts and Annual Return.

The Clerk circulated the 2017/2018 Accounts and Annual Return to all members, she spoke regarding the new Audit Regulations and informed members that the Accounts and Annual Return had been through the Independent Internal audit processing line with the Audit Regulations.

It was proposed by Cllr Whitmarsh to accept and approve the Accounts and Annual Return, this was seconded by Cllr Smith and agreed by all present.

The Chairman then signed the Annual Return and Accounts.

16. Planning Matters.

Cllr Whitmarsh informed members that a second meeting of the Wares Farm Monitoring Committee had now taken place.

He spoke regarding the agenda and stated that it seemed clear that MBC had no regard for the Monitoring Committee and he stated that he had raised this at the meeting.

He reported that he had also met with representatives from Berry Gardens and he circulated a report on this to members.

He stated that they had agreed to sponsor four new litter bins in the parish and he asked members to consider the locations for these.

He asked the Clerk to ascertain whether MBC would be prepared to empty these.

Action: Clerk to progress.

Applications received

18/502028/FULL Land North of Stilebridge Stableyard Stilebridge Lane, Linton

Change of use of land to residential accommodate 3 static caravans and parking for six vehicles with associated hard and soft landscaping, cesspit, and alterations to an existing access (part retrospective).

This planning application was discussed, and members agreed that objections should be raised, Cllr Whitmarsh stated that he would liaise with Cllr Cresswell regarding a letter of objection. This was agreed.

Action: Cllrs Whitmarsh and Cresswell to action.

18/501675/FULL the Cottage Toke Place Linton Hill Linton Maidstone

Conversion of two self-contained residential flats into one family dwelling, conversion of storage annexe into Habitable accommodation, including changes to front and rear elevations and associated internal and external alterations.

MBC Applications Decisions

18/501117/FULL

Toke Place Linton Hill Linton Maidstone Kent ME17 4AP

New vehicular access, driveway, and car parking spaces (revision to 17/504146/FULL).

Application Refused

18/500214/FULL

Land at Rankins Farm Linton Hill Linton Kent ME17 4AU

Application for the erection of polytunnels with associated landscaping

Application Permitted

18/501065/FULL

27 Cornwallis Avenue Linton Maidstone Kent ME17 4BW

Erection of a single storey rear extension and a two storey side extension with a new dropped kerb driveway and three on site car parking bays.

Application Permitted

18/500750/FULL

Land West Of The Barn Stilebridge Lane Linton Maidstone Kent ME17 4DE

Change of use of the land for the stationing of two static mobile homes for ancillary gypsy/traveller accommodation in connection with the existing adjacent site. Provision of a shared day room. Associated hard and soft landscaping

Application Refused

17/506165/LBC

Hill Place Linton Hill Linton Maidstone Kent ME17 4AL

Listed Building Consent for alterations to existing kitchen into a pair of doors

Application Permitted

17. Policy Review and Data Protection Regulations.

The Clerk reminded members that she had circulated PC Policies and Data Protection Policies and forms to all members at the previous meeting.

She stated that the new GDPR would come into force on 25th May 2018 and informed members of the Parish Council obligations.

Cllr Whitmarsh proposed that the policies and GDPR information was adopted by the PC and the Clerk was appointed as the Data Protection Officer for the PC, this was seconded by Cllr Smith and agreed by all present.

18. Member Reports.

a. Parish Allotments.

The following report was received from Allotments Manager Jane Sawyer.

The posts on the western boundary fence have become rotten and are needing replacement. New posts have been sourced with the help of Cllr James Smith. These will be installed shortly, and the fence renovated with help from Allotment holders. Grateful thanks go to all who have helped make this possible.

b. KALC.

Cllr Cresswell submitted the following written report.

KALC meeting 16th April

Executive Committee Issues A meeting was held on 14 April and various issues were discussed including responses to the NPPF Government Consultation. Cllr John Wilson updated the Committee on the progress of the project for taking HGV's of single roads in Kent. Positive meetings have been held with Government Ministers at Westminster and also with Mike Whiting at KCC.

KALC Advisory committee are drafting responses to the Prime Minister Housing consultations that have been circulated..., so we don't have to.

c. Playground.

Cllr Potter circulated a report regarding the playground to all members in her absence. This gave an update on the progress of the playground.

She stated that the grass had not been cut in the Playing area. The Clerk confirmed that this would be undertaken in the next week.

She also reported that the footpath from Cornwallis Ave was slippery and in need of clearing.

d. Parish Website.

Cllr Whitmarsh reported on the progress of the Linton Website. He stated that he was receiving positive feedback on the website and viewing figures were increasing.

e. Speed Watch.

Cllr Cresswell submitted the following written report to members in his absence:

As a result of my begging at the Linton Parish AGM, four people have expressed an interest that I'm following up, including Lottie Parfitt-Reid!

I'm attempting to arrange a get-together for them to go over what's required, answer queries etc and hopefully compile a schedule of their availability before steering them into the website for training.

Kent Police have appealed to all coordinators to make contact with members and encourage them to accept the new data protection requirements, it seems only 1 in 3 have accepted, which is potentially a huge loss.

f. Neighbourhood watch.

Cllr Burden gave a Neighbourhood Watch report to the meeting.

She reported that no crimes had been reported for Linton.

g. Linton Village Hall.

Cllr Burden gave a report on the Village Hall to members.

She reported that the Village Hall held its AGM on 23rd April and all Trustees were re-elected. She stated that the Village Hall Chairman have his Annual Report to the meeting.

h. Community Liaison.

Cllr Whitmarsh spoke regarding the Village Welcome Pack for new residents and stated that this needed updating.

He suggested that this was emailed to all members for comments and updates, this was agreed.

Action: Cllr Whitmarsh to action.

19. Urgent Items.

Cllr Firmin thanked the Clerk for her work throughout the year for the Parish Council.

Cllr Carpenter stated that there were two cars parked in the car park that may have been dumped. Cllr Whitmarsh stated that he would look at the CCTV to establish how long they had been there.

The Clerk reported that the recycling bin in the car park was due to be removed by the contractors in the next ten days.

20. Date of next Meeting.

11th June 2018.

There being no further business to discuss, the meeting was closed to the press and public at 8.48pm.

Signed _____

(Chairman)

Date _____