

Minutes of the Parish Council Annual General Meeting and Council Meeting of Collier Street Parish Council

St Margaret's School, Collier Street. Monday, 11 May 2026 at 18.45pm

PRESENT:

Cllr Jack Highwood (chair)
Cllr Deborah Papas (vice-chair)
Cllr Andrew Papas
Cllr Charlie Cooper
Cllr Joanna Kiely (after being co-opted)
Cllr Kelly Rigden (who left the meeting at 20:12hrs)
Cllr Steve Barham

Borough Cllr Claudine Russell

Also, in attendance was the Clerk Michelle Rumble
Also, in attendance 5 members of the Public.

26.05.01

ELECT A CHAIR

Cllr A Papas nominated Cllr Highwood, seconded by Cllr Cooper. RESOLVED ALL IN FAVOUR and Cllr Highwood accepted the Position

26.05.02

TO RECEIVE THE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Highwood signed, as did the Clerk as the Proper Officer

26.05.03

TO ELECT A VICE-CHAIR

Cllr Highwood proposed Cllr D Papas, seconded by Cllr Barham and RESOLVED ALL IN FAVOUR. Cllr D Papas accepted the position.

26.05.04 Councillor Vacancy

The Clerk had received confirmation that the position could be filled by Co-option. The Clerk had received one application from Joanna Kiely.

Joanne was asked some questions by the Councillors as to why she wanted to be a councillor and a little bit about herself.

The meeting was then adjourned and everyone including the public was asked to leave.

Cllr Highwood proposed Joanna Kiely, seconded by Cllr D Papas, RESOLVED ALL IN FAVOUR. Joanna Kiely Then joined the Parish Council.

The Clerk passed all the forms which needed to be completed and returned before the next meeting.

26.05.05

Apologies and absences.

Borough Cllr Summersgill, Borough Cllr Couch and County Cllr Black

26.05.06

Declaration of Interests, Dispensations, Predetermination or Lobbying

Cllr D Papas declared an interest in payments as one of the payments is for car parking.

26.05.07

Reports from Members of the Public

The meeting was adjourned at 19.02hrs, to hear from members of the public.

Questions were asked: -

Two residents asked about the Planning application at Lawton Place, Cllr Highwood stated that it was on the agenda and will be discussed under this item and they were welcome to stay for this part of the meeting.

Another resident read out a statement regarding a previous planning application that they had made and made some points which they wished to be looked into.

One Parish Councillor was handed a large pack of information from the resident which they handed to the Clerk before the end of the meeting. This was then passed to the Chairman to look through.

No further dialogue was entered into at the meeting.

Three members of the public then left the meeting.

The meeting started again at 19.15pm

26.05.08

Reports.

Cllr Russell gave a brief report.

She said that it is the end of the Municipal Year

The JTB Committee for Maidstone Borough Council deals with the big highway infrastructure and projects off the ground.

Maidstone Borough Council are starting their new Local Plan where they will need to build between 8000 and 10000 homes within the Borough.

Green Party Councillors' Report of April 2026, for Marden & Yalding Ward Parishes –

Committees continued through April, with Policy Advisory Committees (PACs), the Overview & Scrutiny meeting on 13th and Planning on 22nd. Although there are no elections in Maidstone this May, there is a bit of a hiatus on formal Council business next month, with the ritual Mayor-making Council (and Civic Parade) on Saturday morning 16th, and then just the Planning Committee on 21st.

In a fairly busy period within the Borough Council after Easter, the Cabinet Meeting on 15th April dealt with nine 'business' items for approval, followed by the Full Council meeting on 29th April. The latest Cabinet agenda included several property-related items, including an update on the Archbishop's Palace, another acquisition site for housing, and aspects of repairs to the ParkWood Industrial Estate. There were also items on Rights of Nature (the first Council in England to adopt such a motion), changes to the Museum opening times (increased) and updating our Policies on Equity, Diversity & Inclusion (EDI), along with annual updates on Financial Exclusion and Local Plan. The full Council meeting on 29th had only two items for decision, both of which were passed after debate and some 'split' voting – one was on the recommendation to create a Town Council for unparished areas, and the other was to approve Councillors' remuneration for the next three years. A Motion on Litter in rural communities had much discussion and will now go to Policy Committee.

We are still waiting to hear from Central Government about the future make-up of Kent for Local Government Reorganisation in 2028; a decision is expected in July, but recent government decisions on other Counties caused concern in some areas that what Boroughs proposed may not occur... Maidstone could still be part of a West Kent grouping, or possibly also tied to Ashford & Folkestone!

The Council Leader (along with some other Boroughs) has also met with Southeast Water, regarding concerns about future supply and capacity constraints (we have had several emails about this too), and MBC

is asking for more clarity and specific details concerning a letter from SEW about supply planning for the next decade. We note that SEW's Chair has recently resigned, but the CEO remains.

Updates for Newsletters/Sharing with Residents:

Free Bicycle Checks & Minor Repairs - a new initiative to get those old wheels rolling again is being held at Maidstone Hospital on 6th May, and then at Invicta House (KCC) on 11th June & 8th July.

Volunteer Day – Monday 1st June @ Lockmeadow's Market Hall. Turn up and find out how/where you can help or assist. <https://news.maidstone.gov.uk/home/news/26/april/volunteer-day>

Maidstone's 'Big Day Out' - Saturday 13th June

MBC is inviting everyone to get out and enjoy our amazing parks and open spaces; please visit the website: www.bigdayout.info. Parishes are encouraged to host events as part of the celebration.

- Many half-term events at Maidstone Museum and Creative Maidstone (lower Stone Street)
- Carriage Museum opens again, with a special tour on 30th May
- Maidstone River Festival also returns 25th July

Consultations:

A Pump Track Survey (for the Willington Street Park'n'Ride site) is now live and can be accessed by all Borough residents here: <https://letstalkmaidstone.uk.engagementhq.com/pump-track-2026>

Parish Matters –

Collier Street – Grace attended the Parish Council meeting in April, where it was suggested some organisations (KALC, ACRE) could be contacted about aspects of the Village Hall transfer.

Hunton – Liaison continues with KCC about residents' consultation on The Square access/turnout. Mike has received some information about littering fines issued/paid on Hilltop and communicated these with a resident (who had further thoughts), and with the litter picking organiser for the village.

Marden – Mike received further residents' concern/photos about a speculative housing proposal for homes off Plain Road; the land has recently been prepared for crops, and various ecological surveys are underway. Recent news has been heard about the Copper Lane housing development, which is now being progressed to 'reserved matters' stage (a Parish-wide meeting will be held on 19th May). Grace has chased up MBC Parking Services about a car parking Survey that the Parish had requested.

Nettlestead – The Pelican Crossing will not come up at JTB in July, as KCC have withdrawn their involvement in the Board; we are trying to find out more details on timings/funding. A resident in Nettlestead Green has contacted all Councillors (and MP & Kent Police) about three youths using catapults in the area and possibly in Yalding (although their Parish Clerk was unaware of any report). Grace has spoken to the Safer Communities Manager at MBC, who will escalate with Inspector Kent.

Yalding – Grace had raised the issue of regular fly-tipping on Mill Lane with the Waste Crime team, and Mike has received figures about fines issued/paid and enforcement activity using drones and hidden cameras on 'Small Profits' in 2024/25, along with seven other sites around the Borough. An application has gone in for a small solar farm in Laddingford, which needs to be viewed in detail.

Borough Councillors Grace Couch & Mike Summersgill – 2nd May 2026

Emails: michaelsummersgill@maidstone.gov.uk, gracecouch@maidstone.gov.uk

26.05.09

Signing of the minutes of the last meeting.

The minutes of the meeting held on the 13th of April 2026 were agreed as a true record and signed by the Chairman.

26.05.10

PLANNING APPLICATIONS

APPLICATION REF: 26/501223/FULL

ADDRESS: Land at Lawton Place, Benover Road. Yalding

PROPOSAL: Formation of new vehicular access from B2162 Benover Road to land at Lawton Place, Benover Road, Yalding, Kent ME18 6AU.

COMMENTS DUE BY: 11 May 2026,

DECISION DUE DATE: 10 June 2026

CASE OFFICER: William Fletcher WilliamFletcher@Maidstone.gov.uk

It was RESOLVED by Cllr Highwood, seconded by Cllr A Papas and RESOLVED by all members present to object to the application on the following grounds.

The Collier Street Parish council wishes to object to this proposed development and if the planning officer is of a mind to approve it then we kindly request that it is called to committee so we can discuss it further in person.

The reason for this objection is that the location of this proposed new access road is an area of wet woodland that is a Local Wildlife Site (LWS). A LWS is an important stepping stone for nature, and this location is one a series of wet woodlands that runs alongside the B2162. Wet woodlands are some of rarest forms of woodland in the uk and even though it has already been noticeably damaged by the applicant its integrity should be protected and no harm should come to this habitat. The ecological assessment commissioned by the applicant fails to note this status along with other incorrect facts such as; no ponds will be damaged during the development. The National Planning Policy Framework says the protection afforded to a LWS should be "commensurate with their status and give appropriate weight to their importance and the contribution that they make to wider ecological networks". The proposed new road would need to show a critical need for the applicant that would outweigh the destruction the development would cause the fauna and flora present at this location. We do not consider that the reasons given in the planning statement (3.2), that the applicants gate is too narrow and that his driveway is not strong enough, reason enough to damage this important LWS. In our opinion the applicant should be the curator of this important habitat and not its developer.

We also note that the neighbouring residents also have significant concerns about how this development will affect their safety in times of flood if this area for water storage is infilled. They also have concerns for the damage this development will do to their surrounding environment and of the negative impact such a development will have on road safety, and we also ask that these serious concerns are also taken into consideration.

APPLICATION REF: 26/501103/FULL

PROPOSAL: Conversion of conservatory/shed and part conversion of existing double garage into living accommodation ancillary to the house. Erection of a carport.

ADDRESS: Fairview Claygate Marden Kent TN12 9PD

COMMENTS DUE BY: 14 May 2026,

DECISION DUE DATE: 16 June 2026

CASE OFFICER: Ping Tye PingTye@Maidstone.gov.uk

It was proposed by Cllr Highwood, seconded by Cllr Cooper and RESOLVED by all members present to a NEUTRAL STANCE on this application. The Clerk will submit the response to Maidstone Borough Council.

APPLICATION REF: 26/501496/FULL

PROPOSAL: Demolition of existing outbuilding and erection of a of detached outbuilding including 6no. rooflights to serve as ancillary building to the main dwelling (part retrospective).

ADDRESS: Claygate House Spenny Lane Marden Kent TN12 9GY

COMMENTS DUE BY: 14 May 2026,

DECISION DUE DATE: 15 June 2026

CASE OFFICER: Ping Tye PingTye@Maidstone.gov.uk

Due to looking into the application further, it was agreed that Cllr Highwood would do this and communicate a proposal via email due to the time restraint on commenting. Cllr Highwood thus proposed to have a NEUTRAL STANCE on this application; this was seconded by Cllr Cooper and RESOLVED by all members via email.

Application: 26/501497/SUB

Address: Claygate House Spenny Lane Marden Kent TN12 9GY

Proposal: Submission of details pursuant to conditions 3 (biodiversity plan and management plan), and 4 (hard and soft landscape scheme), subject to application 24/502624/FULL

As above

Application: 26/501235/SUB

ADDRESS: Little Cheveney, Willow Barn, Sheephurst Lane, Marden

PROPOSAL: Submission of details pursuant to condition 4 (remediation plan) 5- (confirmation) subject to 21/503656/FULL

No comment

26.05.10.02

Planning Decisions.

None

26.05.11

FINANCE ITEMS:

26.05.11.01 – Bank Statements for Community Account and Money Manager – Not available

26.05.11.02 – Bank Reconciliation for Community Account and Money Manager – Not available

26.05.11.03 – Finance Reports - Not available

26.05.11.04 Income

£1628.34 – VAT REFUND

£5000.00 SIPA GRANT

The Clerk was asked if she could submit another VAT Return to claim back the VAT on the recent Play Equipment order.

26.05.11.05 m– Payments for the Month of May and payments made outside of the meeting.

Proposed by Cllr A Papas, seconded by Cllr Barham and it was RESOLVED with all in favour to make the payments.

These will be made ONLINE after the meeting.

ACTION CLERK

26.05.12

POLICIES

RESOLUTION. To approve the Asset Register

RESOLUTION. To approve the Risk Assessment

It was **RESOLVED** by all members present to adopt both the above and they will be reviewed in May 2027

26.05.13

Email from PCC

The Clerk circulated an email receive from the PCC on Funding and that they would like to be considered for any CIL Monies in the future.

The members stated that if they have any projects in mind, the Parish Council would be more than happy to consider their request from Future CIL Monies. The Clerk was asked to contact them and request details of the projects they are considering and costs etc.

ACTION CLERK

26.05.14

COMMUNICATION

The Clerk had received an email from a resident on Communication from the Parish Council to the community, they asked that perhaps the grill could be removed from the existing Noticeboard and perhaps a Facebook page where notices could be added. Cllr Rigden will speak with Marden Parish Council as they have a Facebook page.

The Clerk also stated that she had applied for Funding from Maidstone Borough Council for a new noticeboard.

Cllr D Papas suggested moving the notice board near the entrance of the car park so it would be under the CCTV monitoring. Then the grill could be removed. It was proposed by Cllr Rigden, seconded by Cllr Kiely and **RESOLVED** by all members present to move the noticeboard to the other end of the Car Park, if they are not successful in obtaining the Grant, if they are then they will just install the new Noticeboard at the other end of the car park.

It was also noted that the Meeting Dates for the whole year have been added to the Website.

ACTION CLERK/ KR

26.05.15

CIL Monies

Cllr D Papas updated the members

April 2026

Spent

Play equipment deposit £5,331 (net of VAT)

Balance £20,404.51

Spend due

Bollard Lighting £1,736.33

Concrete and subsidiary materials £300

Digger £110

Labour approx £2,250 (or less)

Balance £16,008.18 which is earmarked for the balance of the play equipment

26.05.16

Highways and Footpaths

HIP

26.05.16.01

Cllr D Papas stated that there were no updates at present.

26.05.16.02

Streetlights Update (Clerk)

The Clerk updated members on the streetlights and that the Energy Ombudsman had finished their investigation and it was approved by them that EDF should accept a payment plan, but it was **RESOLVED** by all members to make the payment to clear the account and they would have to look at increasing the precept next year to cover the shortfall in the Budget for the street lighting.

ACTION CLERK

26.05.16.03

Outstanding / Other Items

11th to 13th May (2pm) Sheephurst Lane

Utility repair and maintenance work from Southeast Water

Temporary Traffic Lights

26.05.17

Recreation Ground & Car Park

- CCTV – Criminal Activity over the last month – Cllr Highwood updated all members on this and that some of the activity (drivers making doughnuts in the car park and urinating) had been reported to the Police, who said they would issue Section 59 warnings to the drivers. This is basically a warning which means if they are caught again driving in an anti-social manner, they can seize their vehicles.>
 - RESOLUTION – To discuss and if in agreement to approve the Ice Cream Van using the car park (Vendor agreement circulated prior to meeting). The Clerk circulated an email from Willows Ice Creams prior to the meeting and a discussion around this took place, Cllr D Papas had prepared a vendor agreement. It was **RESOLVED** by all members present to approved this and the Clerk will contact them asking that they would require the following prior to starting, this would be a Wednesday Afternoon on a trial basis to begin with until the End of Term, the Parish Council will look at this again.
 - Insurance
 - Hygiene Agreement
 - Street LicenceOnce all of this had been received and the agreement signed by both parties, they would be able to go ahead and use the car park. Cllr Cooper will open and close the Height Barrier for them.
- ACTION CLERK**
- Noticeboard – Already discussed under Communication
 - Bollard Lighting – Cllr D Papas stated that after speaking with a previous Councillor who has spoken to an Electrician who will give the Parish Council a quote for this work.
 - In post Locker – Foundation base has been fitted, but no further update at the moment for the installation of the lockers

26.05.18

Play Equipment

Cllr Highwood updated the members on where they are with this now.
The Equipment has been ordered; they are awaiting a site visit with the supplier to discuss installation dates and layout of the play equipment.
The Rope colour will be Red and Blue.
Cllr Highwood will keep all members and the Clerk updated and inform them of the site visit.

ACTION JH

26.05.19

Village Hall

The Clerk had circulated prior to the meeting advice she had sought from KALC on the running of a Village Hall by a Parish Council. This also gave advice on governance.

The Clerk will start on the HSBC Community Account for the Village Hall.

ACTION CLERK

26.05.20

CORRESPONDENCE

The Correspondence was noted by all members.

KALC Minutes March 2026

MBC Newsletter April 2026

MBC's Gypsy and Traveller Document April 2026

26.05.21

Flooding Report.

Cllr Highwood gave a report on Mapping of flooding in a localised area and suggested it would be a good idea to get for the whole of Collier Street, which would aid reviews for planning applications

26.05.22

DATE OF NEXT MEETING – This will be on the 1st June 2026, commencing at 7.00pm

There being no further business the meeting closed at 20.39pm

Prepared by | Michelle Rumble - Clerk | Collier Street Parish Council