



# Coxheath Parish Council

To All Members of the Council, Press and Public

**Members are hereby summoned, and notice is given that the next Meeting of the Parish Council will be held on Tuesday 30<sup>th</sup> August 2022 Village Hall commencing at 7.00 pm**

*All meetings are open to the press and public. The parish council requests that all attendees note the following:*

- meeting papers, other than agendas for the public, will not be provided;
- please do not attend if you have any symptoms that may be Covid related

## **PRIOR TO THE START OF THE MAIN MEETING:**

*Representations from the general public will be taken for a period up to fifteen minutes before the opening of the formal meeting. Individuals may speak for up to three minutes at the discretion of the Chairman. The minute book will be closed*

To receive reports from (if present): *Kent County Councillor Simon Webb; Maidstone Borough Councillors; Richard Webb, Lottie Parfitt-Reid and/or Simon Webb.* The minute book will be closed.

## **AGENDA**

### **1. Apologies and absences:**

- 1.1 Apologies for absence received and confirmed by the Council Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 75(1) of the Local Government Act 1862, the members present must decide whether the reason(s) for a member's absence shall be accepted.
- 1.2 Declaration of Changes to the Register of Interests.
- 1.3 To receive Declarations of Interest in respect of matters contained in this agenda. In accordance with the provisions of the Localism Act 2010 in respect of members and in accordance with the provisions of the Local Government Act 1862 in respect of officers.
- 1.4 Requests for Dispensations.
- 1.5 Declarations of Lobbying

### **2. CO OPTION of Parish Councillor/s:**

- 2.1 To consider candidates for co-option.

### **3. Consideration of items to be taken in private (Exclusion of Public and Press): In accordance with Section 1(2) of the Public Bodies (Admission to meetings) Act 1850, the public and press be excluded from the meeting by the reason of its confidential nature.**

### **4. Reports**

- |     |                                  |             |
|-----|----------------------------------|-------------|
| 4.1 | Chairman of the Parish Council   | Cllr Parker |
| 4.2 | MBC Playground Inspection Report | Clerk       |
| 4.3 | Councillor's Reports             | All Cllrs   |
| 4.4 | Litter Pick                      | Cllr Down   |

### **5. Minutes of the Parish Council Meeting**

To resolve that the minutes of the Parish Council Meeting held on 26<sup>th</sup> July 2022 to be taken as read and confirmed as a correct record and signed by the Chairman.

### **6. Matters arising from the minutes: (not included in other agenda items)**

- 6.1 Defibrillator in the Village Centre
- 6.2 Noticeboards – Fronts & Repair – Westerhill Road & The Beacons, Amsbury Road
- 6.3 Adoption of Play areas
- 6.4 Scout Hut Car Park
- 6.5 Removal of Damaged Salt Bin

### **7. Finance:**

- 7.1 To receive and authorise payments listed on the schedule (to be provided at the meeting)
- 7.2 Late Payment Request/s to be discussed for approval and payment.
- 7.3 Banking Arrangements – Update.
- 7.4 Bank Reconciliation
- 7.5 To receive the draft minutes of the Finance Committee meeting 25<sup>th</sup> August 2022
- 7.6 To consider the recommendations of the Finance Committee

- 7.7 To consider Section 106 Funding
- 7.8 To consider the option to opt out of the SAAA central external auditor appointment arrangements.
- 7.9 To consider any late financial matters
- 8. Planning:**
  - 8.1 To table planning applications dealt with since last meeting:
    - 8.1.1 22/503710/FULL 2 Gresham Road Coxheath Maidstone Kent ME17 4EY  
Detached garage conversion into annexe accommodation with the erection of a conservatory ancillary to the main dwelling.
  - 8.2 To table decisions by Maidstone Borough Council BC since the last meeting
    - 8.2.1 22/502043/FULL 27 Westway Coxheath Maidstone Kent ME17 4EZ  
Erection of a single storey front, rear and side extensions with a mezzanine floor.  
MBC Application Permitted
    - 8.2.2 22/501786/FULL 3 Stockett Lane Coxheath Kent ME17 4PS  
Creation of a two bedroom flat within loft space.  
MBC Application Permitted
  - 8.3 To receive the draft minutes of the Planning Committee Meeting 18<sup>th</sup> August 2022
  - 8.4 To receive and update on the Maidstone Local Plan Review Examination
  - 8.5 To table late planning matters
- 9. Working Groups: To receive Updates**
  - 9.1 Recreation & Youth Working Group
    - 9.1.1 MUGA Maintenance – Seasonal requirements to be confirmed by supplier
    - 9.1.2 Village Hall Field – Outdoor Gym behind the Play Area
    - 9.1.3 Football Pitch
    - 9.1.4 Any other matters
  - 9.2 Traffic & Community Safety Working Group
    - 9.2.1 KCC Highway Improvement Plan
    - 9.2.2 Highway Reports
    - 9.2.3 Parish Portal Report
    - 9.2.4 Any other matters
  - 9.3 Seasonal Events Working Group
    - 9.3.1 Replacement Christmas Lights
    - 9.3.2 Replacement PA System
    - 9.3.3 Future projects
  - 9.4 Environmental Initiatives Group
    - 9.4.1 Tree Survey – Level 2
    - 9.4.2 Trees for the Queens Jubilee
    - 9.4.3 Future Works – Tree planting at the Village Green update
- 10. Correspondence:**
  - 10.1 To table items of late correspondence :
  - 10.2 Items circulated for information: For further information contact the Clerk
    - 10.2.1 KALC AGM – MOTIONS Deadline 23<sup>rd</sup> September 2022
    - 10.2.2 Kent's Plan Bee July 2022 Newsletter
    - 10.2.3 NALC -DEMENTIA SURVEY
    - 10.2.4 Heart of Kent Hospice's Moonlit Walk
    - 10.2.5 Household Support Fund Scam
    - 10.2.6 KCC BUDGET CONSULTATION 2023-2024
    - 10.2.7 Communication from the Coxheath Poppy Project
  - 10.3 Items for discussion/action

**Dates of Future Meetings:**

27th September, 25th October, 29th November

*Irene Bowie*

Clerk to the Parish Council

Email: [clerk@Coxheathparishcouncil.org.uk](mailto:clerk@Coxheathparishcouncil.org.uk)

23<sup>rd</sup> August 2022