



Coxheath Parish Council

SUMMONS

To all Members of the Parish Council In accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend a meeting of Coxheath Parish Council on Tuesday 28th March 2023 at 7.15 p.m. The meeting will be held in the Small Hall Coxheath Village Hall, Stockett Lane Maidstone ME17 4PT

Irene Bowie

Clerk to the Council

clerk@coxheathparishcouncil.org.uk

23rd March 2023

NOTICE OF MEETING

Public Notice of the meeting has been given in accordance with schedule 12, Para 10(2) of the Local Government Act 1972. The Meeting is open to the press and public.

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. 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.

3. Public comments and observations. (Maximum 15 minutes)

The meeting will be adjourned to allow members of the public to speak. Individuals may speak for up to three minutes at the discretion of the Chairman.

4. Reports from external parties (if present).

Kent County Councillor Simon Webb,
Borough Councillors Richard Webb, Lottie Parfitt-Reid and/or Simon Webb,
Community Warden Owen Moemken
Community Protection Officer MBC Community Protection Team Laura Bullen if present.

5. Coxheath Parish Councillor Reports

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| 5.1 | Chairman of the Parish Council | Cllr Parker |
| 5.2 | Playground Inspection Report | Cllr Mickleburgh |
| 5.3 | Councillor's Reports | All Cllrs |
| 5.4 | Litter Pick | Cllr Down |
| 5.5 | Social Media | Cllr Whitehead
Cllr Chandler |

6. Minutes of the Parish Council Meeting

To resolve that the minutes of the Parish Council Meeting held on 24th January 2023 to be taken as read and confirmed as a correct record and signed by the Chairman.

7. Clerk's Report: (not included in other agenda items)

- 7.1 Defibrillator in the Village Centre

- 7.2 New Noticeboards
- 7.3 Adoption of Play areas and Scout Hut Car Park
- 7.4 Email from a resident – Overhanging Trees
- 8. Finance:**
 - 8.1 To receive and authorise payments listed on the schedule (to be provided at the meeting)
 - 8.2 Late Payment Request/s to be discussed for approval and payment.
 - 8.3 Banking Arrangements – Update.
 - 8.4 To note receipts of Income
 - 8.5 To receive the Bank Reconciliation
 - 8.6 To consider any late financial matters.
 - 8.7 To receive an update on request or a review of the MBC Parish Services Scheme.
 - 8.8 To receive and consider grant application/s
 - 8.9 SE Water Community Grant Update
- 9. Planning: Planning Committee Agenda 28th March 2023 (Appendix 1)**
 - 9.1 To table planning applications received since last meeting: Appendix 1
 - 9.2 To Table Planning Applications dealt with since the last Planning Committee meeting Appendix 1
 - 9.3 To table decisions by Maidstone Borough Council (MBC) since the last Planning Committee Meeting. Appendix 1
 - 9.4 To table late planning matters:
 - 9.5 Maidstone Local Plan Examination Stage 2 Hearing Sessions
 - 9.6 Gypsy, Traveller and Travelling Showpeople DPD Regulation 18a - Deadline – 5.00pm, Monday, 17th April
 - 9.7 MBC Gypsy, Traveller and Travelling Showpeople Call for Sites Deadline 17th April 2023
- 10. Working Groups: To receive Updates**
 - 8.1 Recreation & Youth Working Group
 - 8.1.1 MUGA Maintenance
 - 8.1.2 Village Hall Field - Outdoor Gym behind the Play Area
 - 8.1.3 Football Pitch
 - 8.1.4 Play Area and MUGA Inspections from April 2023
 - 8.1.5 Sports Wall Surface
 - 8.1.6 Benches for Playing Fields
 - 8.1.7 Any other matters
 - 8.2 Traffic & Community Safety Working Group
 - 8.2.1 KCC Highway Improvement Plan
 - 8.2.1.1 To consider request from Linton Parish Council that Coxheath supports and adds to the HIP a request that a safe crossing is installed in line with the planning conditions.
 - 8.2.2 Parish Portal Report
 - 8.2.3 Any other matters
 - 8.2.3.1 Email from resident re the traffic calming Islands to the East and West of the village the effect on school children and other pedestrians.
 - 8.3 Seasonal Events Working Group
 - 8.3.1 To consider events and budget for the Coronation of His Majesty King Charles III
 - 8.3.2.1 Grant application for King Charles III Coronation via The National Lottery Awards for All- update
 - 8.3.3 Future projects
 - 8.4 Environmental Initiatives Group
 - 8.4.1 Tree Survey – Level 2
 - 8.4.2 To receive recommendations from the EIG meeting on the 9th February 2023
 - 8.4.3 Future Works – Tree planting at the Village Green update
 - 8.4.4 Cllr Small - Environmental Report
 - 8.4.5 Anti-Idling Signs

11. Village Newsletter.

12. Correspondence:

12.1 To table items of late correspondence :

12.2 Items circulated for information: For further information contact the Clerk

12.2.1 Notice of Election - Thursday 4 May 2023

12.2.2 Kalc Maidstone Committee Meeting Agenda on 27.3.2023

12.2.3 Kalc Coronation Information

12.2.4 KCC Highways report for PCs

12.3 Items for discussion/action

12.3.1 Email from a resident re SE Water Grants

12.3.2 'Love Where you Live' - Applications for Funding open

Meeting Dates 2023 : **25th April, 30th May Annual Meeting of the Parish Council, 27th June, 25th July,
29th August, 26th September, 31st October, 28th November.
Annual Meeting of the Parish 23rd May 2023**

Irene Bowie

Clerk to the Parish Council

Email: clerk@Coxheathparishcouncil.org.uk



Coxheath Parish Council Planning Committee Meeting AGENDA

Members are hereby summoned, and notice is given that the next meeting of the Parish Council Planning Committee will be held on Tuesday 28th March at 6:30 pm in the Parish Council Office in the Village Hall

Irene Bowie

Clerk to Coxheath Parish Council

23 March 2023

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

- meeting papers will not be provided;
- Please do not attend if you have any symptoms that may be due to Covid

PRIOR TO THE START OF THE MAIN MEETING:

Representations from the 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, on agenda items, at the discretion of the Chairman. The minute book will be closed.

AGENDA

- 1. Apologies and absences:**
Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.
- 2. To Receive Declarations of Interest and Dispensations:**
To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. To consider any Dispensation requests received by the Parish Clerk and not previously considered.
- 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 1960, the public and press be excluded from the meeting by the reason of its confidential nature:
- 4. Minutes of the Planning Committee Meeting on the 24th January 2023**
To consider the minutes and if in order sign as a true record.
- 5. Clerk and Councillors Reports:**
- 6. Planning Applications:**
 - 6.1 To table planning applications for consideration:**
23/501030/FULL 16 South Crescent Coxheath Maidstone Kent ME17 4QB
Garage Conversion into a habitable space and erection of a single storey front extension. extension of existing driveway and dropped kerb.
<https://pa.midkent.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RQSGROTYYIAQ00>
 - 6.2 To table planning applications dealt with since last meeting:**

6.3 To table decisions by Maidstone Borough Council (MBC) since the last meeting.

6.3.1 23/500325/FULL 5 Chaffinch Drive Coxheath Maidstone Kent ME17 4FF

Erection of a single storey rear/side wrap-around extension.

Application Permitted

6.3.2 23/500167/FULL 8 Pippin Close Coxheath Maidstone Kent ME17 4DS

Erection of a single storey side extension and creation of additional parking area.

Application Permitted

6.3.3 23/500113/FULL 6 Westerhill Road Coxheath Kent ME17 4DG

Demolition of converted garage and erection of enlarged veterinary surgery with staff accommodation.

Application Refused

6.3.4 22/505836/FULL 23 Linden Road Coxheath Maidstone Kent ME17 4QS

Erection of single storey side and rear extension and front porch extension.

Application Permitted

7. To table late planning applications and other planning matters received for consideration:

8. MBC Gypsy, Traveller and Travelling Showpeople DPD Regulation 18a Deadline – 5.00pm, Monday, 17th April#

9. MBC Gypsy, Traveller and Travelling Showpeople Call for Sites

10. Agenda items for the next meeting:

Date of Next Meeting (Please note meetings may be cancelled if not required) 25th April 2023