

Coxheath Parish Council

Minutes of Meeting on 26th February 2019

Meeting No:	09/18/19
Date:	Tuesday 26 th February 2019
Venue:	Small Hall, Coxheath Village Hall, Stockett Lane, Coxheath
Present:	Cllrs C Parker (Chairman); E Potts; R Divall; G Down; C Bird; R Webb; C Skinner; K Woollven; E Small.
In Attendance:	A McKinley (KCC Community Warden); T Ketley (Parish Clerk) and I Bowie (Parish Clerk designate). One member of the public

PRIOR TO THE START OF THE MAIN MEETING:

Representations were received from one member of the public regarding the pedestrian crossing and the lack of lighting. The Chairman confirmed that this and other Highways matters would be raised with KCC Highways at a meeting currently being organised by the Clerk.

The Chairman, opened the formal Parish Council meeting at 7.40 pm.

Main Meeting:

147 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.

Apologies received: Cllr V Page; Cllr L Parfitt-Reid (Maidstone Borough Council)

148 Casual Vacancy: To consider the application by John Wilson

The Chairman informed the meeting that there were currently vacancies for three Councillors on the Parish Council, of which two were currently authorised for co-option. The Clerk confirmed that notices had been displayed in line with the regulations and MBC confirmed that as there was no request for an election, the Parish Council could Co-opt new members onto the Parish Council.

The Clerk reported that an application had been received from Mr John Wilson. The Chairman invited Mr Wilson to address the Parish Council. Mr Wilson spoke regarding his interest in the Parish and reasons for wanting to join the Parish Council. Members discussed the application and it was proposed by Cllr Webb to co-opt Mr Wilson to the Parish Council, this was seconded by Cllr Woollven and agreed by all present. Mr John Wilson was therefore Co-opted onto the Parish Council as a Parish Councillor.

149 Consideration of any request to film or record all or part of the meeting

There were no requests to film or record all or part of the meeting.

150 Consideration of items to be taken in private because of the disclosure of exempt information

There were none

152 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.

There were none

153 Reports from Police Representative and Community Warden

No report received from the PCSO.

The Community Warden, Adam McKinley, gave his report:

We have had many reports of trail bikes and advised many residents to call 101 but I have been making presence when I can in the older field.

I am busy with vulnerable residents and we are now working with MBC campaign on residents being discharged from hospital with social issues and still working with KCC trading standards scammers list and this includes some work outside my areas. Working with PCSO on local issues including sharing information when residents are telling me.

He also reminded Councillors that he can give additional assistance if residents reported incidents to him and or provide photographs. He reported that 2 parents would like to meet up with the PC to discuss parking at the school. The Chairman requested that they might like to come along to the next PC meeting.

It was agreed that a review of access to the Beacon Field area would be undertaken to strike an appropriate balance between disabled / pushchair access and unauthorised access by other vehicles, quad bikes and the like.

NHW report Cllr Skinner. Sergeant Nick Hatcher now in charge. Coxheath are not getting any information regarding crime statistics due to a staff shortage. Clerk to invite Nick Hatcher to a meeting with the PCSO and Community Warden.

Minutes of the Parish Council Meeting

To consider the minutes and if in order sign as a true record

153.1 Minutes of Parish Council Meeting 29th January 2019

Proposed by Cllr Skinner and seconded by Cllr Potts. All agreed. The Minutes were duly signed.

154 Matters arising from the minutes (not included in other agenda items)

154.1 116.98.80.62. Village Centre Postbox

It was noted that Royal Mail had confirmed that they would inspect the village centre postbox and that, if they deemed it necessary, they would aim to resolve the issue by the end of February 2019. It was agreed that they should also be asked to inspect the post box situated at the junction of Stockett Lane and Heathside Avenue. It was agreed to wait until the end of February and then follow up if the work had not been completed.

116.98.80.62. Cynthia Webb Commemorative Seat

It was noted that a quote was still awaited from S W Yorke and Sons. In the absence of a reply, the Clerk would visit the contractor to seek a

response.

116.99c. Car Transporter

It was noted that East Farleigh Parish Council had taken the matter up with the Williams Group, who had denied responsibility and had suggested that it might be the fault of another company, Oaklands. East Farleigh Parish Council had now written to Oaklands. The Clerk for East Farleigh is waiting for a response from Oaklands. However, the matter is now closed for Coxheath PC.

116.100d. Repair of Village Hall Play Area Equipment and Notice Boards

It was noted that the Clerk had chased Maidstone Borough Council to confirm when the agreed work would be completed. The Clerk reported that this has now been completed. Cllr Skinner suggested that a new noticeboard should be provided for Willow Grange. After discussion it was agreed to wait until the existing noticeboards are serviced and repaired before revisiting this.

116.108q. Maidstone Borough Council – Allocation of Road Name

It was noted that the developer had agreed with Maidstone Borough Councillor that the street name to be allocated would be Wicherley Court.

155 Councillors' Reports

a. Express your views page on the website.

Cllr Parker expressed concerns that the links are to obsolete email addresses. It was also agreed that the Clerk would establish new email address for those Cllr's who requested it. Cllr Bird to contact Adam Palmer website links.

b. Memorial Stone

Cllr Parker reported that as the Memorial is on Church Land it should be covered by PC insurances and as such should be added to the asset register with a value of approx. £3000

c. Village Litter Pick

Cllr Down reported that the dates for the next litter picks would be circulated to Cllrs and made available to the KM.

d. Visit to Linden Meadows

Cllr Parker reminded the Council that members of the Planning Committee would be visiting the showhouse at Linden Meadows on the 16th March.

e. Pot holes within the Parish

Cllr Woollven requested that attention was given to the numerous potholes within the Village via the KCC Stewards.

f. Medical Centre

Cllr Webb raised concerns that there may be a two-year delay in building the new medical practice. It was agreed that the Parish Council will write to the medical centre requesting an update and what action will be taken to minimise the potential impacts of a delay on patients. It was further agreed that the Parish Council would also write to Helen Grant regarding this matter.

Cllr Small reminded Cllr's that if the lease at the Persimmon site at Clock House Farm and the adjacent Orchard Medical Centre has expired the land will be transferred to MBC as Open Space. Cllr Webb suggested that the PC writes to MBC Property services and requests that the land is leased to CPC along with the 2 redundant play areas currently under discussion.

156 Finance

156.1 To receive draft minutes of Finance Committee Meeting 07/02/19 and recommendations arising from the meeting

- 156.2 These were received and noted
To Agree Financial Performance Against Budget February 2019
- The Financial Performance against Budget reports for February 2019 was tabled and the content was noted and agreed.
- 156.3 Defibrillator in the Village Centre
It was agreed that the Clerk would make an application for a grant from the British Heart foundation. Proposed by Cllr Small and Seconded by Cllr Parker , agreed by all.
The Clerk also would contact Londis to enquire if they would be amenable to the defibrillator being positioned on an outside wall.
- 157 Planning**
- 157.1 To receive draft minutes of Planning Committee Meeting 14/02/19 and recommendations arising from the meeting
Cllr Woollven requested that on page 5 the date was changed to 14/2/19. All agreed
- 157.1.1 Correspondence / Spice Lounge
- 157.1.2 Thin Planning Applications
It was agreed that CPC would NOT volunteer to take part in the trial scheme
- 157.1.3 All Planning documents from MBC will be sent directly to the Chairman of the planning Committee
Clerk to Action
- 157.2 To table planning applications dealt with since last meeting
- 157.2.1 19/500431/FULL – 2 Gresham Road, Coxheath
Demolition of an existing side lean-to garage and erection of a two-storey side extension. Demolition of the existing porch and erection of a new front porch. **Recommended for approval**
- 157.3 To table decisions by the Planning Authority since the last meeting
- 157.3.1 18/505767/FULL – Linden Farm, Stockett Lane, East Farleigh
Approved
- 157.3.2 18/506357/FULL – 42 Huntington Road, Coxheath **Approved**
- 157.3.3 18/505847/FULL – 12 Stockett Lane, Coxheath **Approved**
- 157.3.4 18/505417/REM - Land South Off Forstal Lane Coxheath Kent
Approved
- 157.4 CIL Workshop
Cllr Divall gave his report from the meeting. The Clerk circulated the PowerPoint slides from the meeting.
- 158 Neighbourhood Plan and Strategic Planning** Update
No updates
- 159 Traffic and Community Safety** Review Progress
- 159.1 Resident email re Pedestrian Crossings
The Parish Council will be meeting with the Kent Highways Local Manager to discuss safety aspects of the western Zebra Crossing in particular lighting, and other pressing matters relating to white lining and other repairs / remedial works
- 160 Maintenance Issues** Review Progress
- 160.1 Repair of Play Area Equipment Village Hall. Darren Rouse MBC confirmed work due to start 06/02/19
Clerk to follow up progress

- 161 Youth and Recreation** Review Progress
Parish Council to meet with the Community Warden to discuss this and to include repairs to the football pitch.
- 162 Development of Multi-Use Games Area (MUGA)**
162.1 Mark Byatt Update Cost Breakdown for Linden Farm. The Clerk reported that this has been followed up again and is still awaited.
- 163 Seasonal Events**
163.1 **Annual Meeting of the Parish Wednesday 22nd May 2019**
It was agreed that the Clerk would approach Heart of Kent Hospice for a speaker.
- 164 Correspondence**
164.1 To table items of late correspondence
164.2 Items circulated for information: For further information contact the Clerk
164.2.1 NALC Ethical Standards in Local Government
164.2.2 NALC CEO Bulletins 01/02/19, 08/02/19
164.2.3 KALC Area Committee Agenda 11 February
164.2.4 Involve Kent Older People Forum
164.2.5 Dandelion Time Spring Newsletter
164.2.6 KCC Village and Community Hall Grant Scheme
164.2.7 MBC DPI Information
All items noted
164.3 Items acted on:
164.3.1 Resident letter re: refuse bin outside the school
Noted
164.4 Items for discussion/action
164.4.1 KALC Annual Planning Conference 15th March 2019 Lenham
164.4.2 MBC Monthly Play Area Inspection
164.4.3 Kent Bus Feedback Portal
164.4.4 Request from www.thefarleighs.co.uk to put a link on CPC website Agreed
164.4.5 South and South East in Bloom
164.4.6 MBC Meeting to discuss Local Plan review – Invitation
164.4.6 Brexit Public Meeting 1st March Linton
164.4.6 CiLCA Preparation Course/s 8th + 22nd March, 5th April
All Items Noted
- 165 Invoices for Payment, receipts and balances:**
165.1 Update of account for 2018/19 including payments received
165.2 Invoices paid since the last meeting to be ratified
165.2.1 Clerks Salary Irene Bowie (January 2019) £ 568.80
165.2.2 Gala Lights- Installation and removal of Christmas Lights £ 5382.00
165.2.3 Terry Ketley Petty Cash Expenses (January 2019) £ 17.10
165.2.4 RIP Cleaning Services- Emptying Dog Waste Bins January 2019 £ 168.00
165.2.5 BT Quarterly telephone/Internet Charges £ 149.97
165.3 Invoices for payment:
165.3.1 Clerk Salary Terry Ketley (February 2019) £ 1208.00
165.3.2 Clerks Salary Irene Bowie (February 2019) £ 568.80
165.3.3 Coxheath Scout Group Contribution to Scout Hut Refurbishment £ 1500.00
165.3.4 Irene Bowie - Laptop + Printer +Screen + £ 857.96

Software
165.3.5 Irene Bowie - Coxheath Email Accounts 1 & £ 14.10
1 IONOS

All payments proposed by Cllr Parker and Seconded by Cllr Skinner and agreed by all.

166 Date of Next Meeting: 7.30 pm Tuesday 26th March

Irene Bowie
Clerk (Designate) to the Parish Council
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