



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 the **Meeting of Coxheath Parish Council on Tuesday 25th July 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

14th July 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 1972, 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 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 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 1960, 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, Maidstone Borough Councillors, Police, Community Warden, Maidstone Borough Council Community Protection Officer.

5. Coxheath Parish Councillor Reports

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| 5.1 | Chairman of the Parish Council | Cllr Parker |
| 5.2 | Playground Inspection Report | Cllr Parker |
| 5.3 | Councillor's Reports | All Cllrs |
| 5.4 | Community Litter Pick | Cllr Down |
| 5.5 | Social Media | Clerk |
| 5.6 | Kent Association of Local Councils (KALC) | Cllr Small |

6. Minutes of the Parish Council Meeting:

To resolve that the minutes of the Parish Council Meeting held on 27th June 2023 to be taken as read, confirmed as a correct record and signed by the Chairman.

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

- 7.1 New Noticeboards
- 7.2 Adoption of Play areas and Scout Hut Car Park
- 7.3 To receive an update on request or a review of the MBC Parish Services Scheme.
- 7.4 Annual Play Area and MUGA Inspection

Coxheath Parish Council

7.5 Benches for Playing Fields

7.6 Play Area Surface

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 consider any late financial matters.

9. To receive and consider the Civility and Respect Project and Pledge.

10. Planning:

10.1 To receive the Minutes of the Planning Committee meeting held on the 27th June 2023

10.2 To receive the decisions and recommendations from the Planning Committee Meeting 25th July 2023

11. Working Groups: To receive Updates

11.1 Recreation & Youth Working Group

11.1.1 MUGA Maintenance

11.1.2 Football Pitch

11.1.3 Sports Wall Surface

11.1.4 To receive recommendations from the Recreation and Youth Group.

11.2 Traffic & Community Safety Working Group

11.2.1 KCC Highway Improvement Plan

11.2.2 Parish Portal Report

11.3 Seasonal Events Working Group

11.3.1 To receive and update on planned and future events

11.3.2 Any other matters.

11.4 Environmental Initiatives Group

11.4.1 To receive recommendations from the EIG group

11.5 Football Pitches Working Group

11.5.1 To appoint new members.

12. Correspondence:

12.1 To table items of late correspondence :

12.2 Items circulated : For further information contact the Clerk

12.2.1 Resident request for two female Soldier silhouettes to be added to the two Tommy Silhouettes.

12.2.2 Grass Pitch Funding - Town & Parish Councils Webinar

12.2.3 FREE Health and Wellbeing Conference - Monday 17 July, 9:30am - 2:30pm - online

12.2.4 MBC DOG CONTROL PSPO CONSULTATION 2023

12.2.5 KALC Maidstone Committee Minutes from 26 June 2023

12.2.6 Invitation KCPFA AGM

Meeting Dates 2023 :

FULL COUNCIL : 29th August, 26th September, 31st October, 28th November.

PLANNING COMMITTEE: 18.45 pm prior to the Full Council Meetings listed above. *Please note that Planning Committee meetings may be cancelled if not required.*

FINANCE COMMITTEE : 10th August , 16th November



Coxheath Parish Council Planning Committee Meeting

MINUTES of the PLANNING COMMITTEE MEETING
held in the Parish Council Office Coxheath Village Hall
6.45 pm 27th June 2023

Present: R Webb, Darren Carpenter, K Woollven.

Also Present : I Bowie (Clerk) .

PRIOR TO THE START OF THE MAIN MEETING:

Representations from the public *will be taken for a period of 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.* There were no members of the public present.

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. There were none.

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. There were none.

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:

There were none.

4. Minutes of the Planning Committee Meeting on the 30th May 2023

RESOLVED: That the minutes of the Planning Committee meeting on the 30th May 2023 were taken as read and confirmed as a correct record and signed by the Chairman.

5. Clerk and Councillors Reports:

6. Planning Applications:

6.1 To table planning applications for consideration:

6.1.1 23/502538/LAWPRO 4 Adam Close Coxheath Kent ME17 4QU

Lawful Development Certificate for proposed single-storey rear extension and garage conversion.

CPC No Objection but a request that the planning officer considers the implications of the loss of a garage and parking place.

6.1.2 23/502481/FULL Broken Tree Forstal Lane Coxheath Kent ME17 4QF

Section 73 - Application for variation of condition 3 (to allow stationing of an additional static caravan/mobile home at the site) pursuant to 19/500583/FULL for - Part retrospective and part proposed application for the material change of use of land to allow the stationing of two residential caravans and the storage of one touring caravan for use by a traveller family unit together with associated access, parking facilities, hardstandings, cesspit and landscaping (retrospective elements being the use of land for siting two residential caravans, the installation of an access and cesspit with proposed

elements being revised siting of mobile homes and provision of new associated hard-standings and reduced access and parking areas).
CPC Objection.

6.2 To table planning applications dealt with since last meeting. There were none.

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

6.3.1 23/501427/FULL 6 Westerhill Road Coxheath Kent ME17 4DG

Demolition of cold store/laundry and mortuary building and erection of a single storey rear extension to veterinary surgery with staff accommodation (resubmission of 23/500113/FULL).

Application Permitted

6.3.2 23/501739/SUB Chapel Nursery Pleasant Valley Lane East Farleigh Kent ME15 0BB

Submission of details to discharge condition 3 (external materials) of planning application 22/505340/FULL.

Application Permitted

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

AGREED: To request that the full council delegates the response to the Community Governance Review (Parishes) - Stage 2 Consultation to the Planning Committee.

8. Agenda items for the next meeting:

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

Signed :

Chairman

Date: