



Coxheath Parish Council

Minutes of the Meeting held on Tuesday 23rd February 2021 at 7.00 pm

This meeting was held via Zoom under The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 in force to allow local authorities to conduct meetings remotely.

Present: Cllrs: C Parker (Chairman); C Bird; C Skinner; E Small; R Webb
In Attendance: I Bowie – Clerk
3 Members of the Public

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
There were no representations from the public.

1. Apologies, Declarations of Interest and Dispensations:

- 1.1 Apologies for absence received and confirmed by the Council Members who cannot attend a meeting 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 were received from CPC Councillors Down, Carpenter and Page. It was RESOLVED accept the reasons given. Apologies were also received from PCSO Vasey (Kent Police unable to join Zoom meetings).
- 1.2 Declaration of Changes to the Register of Interests. There were none
- 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. There were none
- 1.4 Requests for Dispensations. There were none
- 1.5 Declarations of Lobbying. There were none

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. There were none

3. Minutes of the Parish Council Meeting:

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

- 3.1 Minutes of Parish Council held on the 8th December 2020
It was **RESOLVED** that the minutes were taken as read and confirmed as a correct record and signed by the Chairman.

4. Matters arising from the minutes (not included in other agenda items):

- 4.1 Tree Survey & Landscape Works It was AGREED to progress with this as soon as possible when the current Covid restrictions allowed.
- 4.2 Replacement Litter Bins; Parish Noticeboards To be progressed with MBC
- 4.3 New Website- Update The Clerk provided an update on the new Hugo Fox website. It was AGREED that the current website would not be deactivated until the new one was live

5. Reports:

- 5.1 Police Representative Appendix A PCSO Vasey
- 5.2 Community Warden S Williams
- 5.3 Kent County Councillor Cllr Stockell
- 5.4 District Councillors Cllr's Webb; Fermor and Parfitt-Reid
Cllr Webb reported that there would be a Strategic Planning meeting in March to commence the review the results of the Local Plan Consultation.
- 5.5 Chairman of the Parish Council Cllr Parker
Cllr Parker gave his report. It was noted that dog fouling was an issue for many residents. In particular Stockett Lane towards the school. It was AGREED that the Clerk would report this to the MBC Dog Warden and to the Community Warden. The Chairman reminded everyone to complete the current

- Census. The parish council elections would be held on the 7th May.
- 5.6 Playground Inspection Cllr Divall
Cllr Divall reported that the locks on both gates had been damaged. The MBC playground inspection report was received and noted.
The Clerk reported that Cllr Divall has agreed to attend a RoSPA Playground Inspection course arranged by Loose Parish Council. The Clerk would confirm the date with Cllr Divall when received from Loose PC.
- 5.7 Open Spaces Councillor Cllr Bird
Cllr Bird reported on holes in the football pitch caused by the removal of goal posts. It was AGREED that the Clerk would contact the Chairman of the Football Club.
- 5.8 Parish Council Environmental Initiatives Cllr Small
No report at this time.

6. Finance:

- 6.1 To receive and authorise payments listed on the schedule: It was RESOLVED to pay the payments on the schedule. Appendix A
- 6.2 Late Payment Request/s to be discussed for approval and payment:
It was RESOLVED to pay £287.86 to Hugo Fox, by Direct Debit, for 1 years hosting of the new website.
- 6.3 Banking Arrangements: The Clerk reported that NatWest had stopped sending bank statements following a request from the PC to change in the address they were currently being sent to. The required paperwork had been signed and submitted to NatWest.
- 6.4 To receive the Bank Reconciliation: The Clerk apologised that she was unable to provide a reconciliation as bank statements had not been received.
- 6.5 To consider the Landscape Services Annual Grounds Maintenance Agreement 2021:
It was RESOLVED to accept the quotation for 2021 which represented a 3% increase over 2020. It was AGREED that the Clerk would clarify the schedule to ensure that the areas covered were not also covered by Mr Mann.
- 6.6 To ratify the Precept amount for 2021/22: It was RESOLVED to set the precept for 2021/22 at £90,000

7. Multi-Use Games Area (MUGA)

- 7.1 To consider the purchase of a Noticeboard: It was RESOLVED to set a budget of £300 for the purchase of a small noticeboard for the MUGA
- 7.2 To consider the purchase of additional signage: It was AGREED that a leaflet would be placed inside the new noticeboard to offer a minimum of 3 month bookings for local sports groups.
- 7.3 To consider additional matters pertaining to the MUGA: It was AGREED to add to the Highways Improvement plan the possibility of an additional fence, kerb facing. It was AGREED that Cllrs Parker, Divall, Bird and Webb would visit the MUGA and inform the Clerk of any matters that would need referred to Chartway.

8. Planning:

- 8.1 To table planning applications dealt with since last meeting
- 8.1.1 20/506119/FULL Clock House Farm Heath Road Coxheath Maidstone Kent ME17 4PB
Extension to tractor shed to provide spray room and minor alterations to door positions.
Resolved: No Objection
- 8.1.2 20/505868/FULL 90 Amsbury Road Hunton Maidstone Kent ME15 0QH
Erection of a two storey front extension. (Part Retrospective, Resubmission of 20/503436/FULL)
Demolition of existing porch, shed and greenhouse. Erection of a single storey front and side
Resolved: No Objection
- 8.1.3 20/505710/FULL 15 Amsbury Road Coxheath Maidstone Kent ME17 4DW
Erection of 1 no. four bedroom chalet bungalow with integral garage and associated parking.
(Resubmission of 20/503671/FULL) **Resolved: Objection**
- 8.1.4 21/500096/FULL 1 Culpepper Road Coxheath Maidstone Kent ME17 4EB
Demolition of existing conservatory and utility, and erection of part single storey, part two storey side and rear extensions (resubmission of 20/504928/FULL). **Resolved: Objection**
- 8.1.5 21/500194/FULL 27 Westway Coxheath Maidstone Kent ME17 4EZ
Sub-division of existing plot and extension of existing bungalow to form pair of semi-detached houses. **Resolved: Objection**
- 8.2 To table decisions by the Planning Authority since the last meeting:
- 8.2.1 20/505868/FULL 90 Amsbury Road Hunton Maidstone Kent ME15 0QH
Erection of a two storey front extension. (Part Retrospective, Resubmission of 20/503436/FULL)
MBC Application Permitted

- 8.2.2 20/504995/FULL 21 Heathside Avenue Coxheath Maidstone Kent ME17 4QD
Demolition of existing porch, shed and greenhouse. Erection of a single storey front and side extension and a new shed. **MBC Application Permitted**
- 8.2.3 20/505543/FULL Micro 79 Heath Road Coxheath Maidstone Kent ME17 4EH
Demolition of existing conservatory and lean-to extension. Proposed loft conversion with roof alterations, erection of a new front porch and single storey rear extension
MBC Application Permitted
- 8.2.4 20/504928/FULL 1 Culpepper Road Coxheath Maidstone Kent ME17 4EB
Demolition of existing conservatory and utility, and erection of part single storey, part two storey side and rear extensions and front porch. **Application Withdrawn**
- 8.2.5 20/504318/FULL 103-105 Heath Road Coxheath Kent ME17 4EH
Conversion of 2no. existing integral garages into 2no. one bed dwellings (re-submission of 20/501600/FULL). **MBC Application Refused**
- 8.3 To table late planning matters: There were none

9. Working Groups: To receive Updates

Neighbourhood Plan Group: No update

Seasonal Events Group:

All events have taken place. The group is now looking at Remembrance Sunday and Christmas .

Traffic and Community Safety: It was reported that the parish council HIP would be updated to look at VAS signs.

It was AGREED that a Councillor/s would be nominated at the next meeting to check the status of the salt bins.

KCC confirmed that they will not refill the salt bins owned by the parish council. The parish council will have to

arrange the refilling of these bins. It was AGREED that the green salt bin, owned by the parish council, on

Stockett Lane would be removed as it was damaged beyond repair.

10. Correspondence:

10.1 To Table items of late correspondence

10.2 To Table items circulated

10.2.1 KALC ANNUAL PLANNING CONFERENCE - 17TH MARCH 2021

10.2.2 Local Government Bulletin 10 February

10.2.3 NALC ONLINE EVENTS

10.2.4 Vision Zero: The Road Safety Strategy for Kent 2020 - 2026

10.2.5 KALC Covid-19 - Financial Support Package Local Councils & remote meetings

All correspondence was noted.

11. Date of the Next Meeting: To be confirmed

There being no further business to be transacted the Chairman closed the meeting at 20:08

Clive Parker Chairman

27th July 2021

Appendix A:

6.1 Schedule of Payments:

Coxheath Parish Council Schedule of Payments February 2021

Payment	Payee	Description	£
Standing Order	Irene Bowie	Clerk Salary January 2021	
Standing Order	Irene Bowie	Clerk Salary February 2021	
		BT Internet and Phone BT Office 03 Feb- 02 May 2021	
Direct Debit	BT Parish Office		149.97
		Chartway MUGA Costs Final Payment Linden Meadows	
CHQ	Chartway Group Ltd		58,720.00
CHQ	MBC	Jan/Feb Bins Play Area	260.00
CHQ	Hylandelectrical Services and In	Christmas Lights	105.00
CHQ	Langcorn Electrical Ltd	Christmas Lights	360.00
CHQ	HMRC	PAYE+NI Q3 Oct-Dec 2020	1,269.12
CHQ	Irene Bowie	Clerks Expenses	267.74
Total			63,412.23