

Coxheath Parish Council

Minutes of the Meeting held on Tuesday 31st August 2021 at 7.00 pm in the Village Hall

Present: Parish Cllrs: C Parker (Chairman); C Bird; G Crickett; G Down; R Divall; V Page; E Potts; E Small; R Webb; K Woollven
MBC Cllr R Webb.

In Attendance: 4 Members of the Public Cllr Parker took the minutes.

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

Representations were made by several members of the public regarding: Stockett Lane MUGA: Parking in Stockett Lane and Tree Surveys

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 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. – Apologies were received from CPC Councillor Carpenter. It was RESOLVED to accept the reason given. Apologies were also received from KCC Cllr Webb and I Bowie Clerk to the Parish Council
- 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 2010 in respect of members and in accordance with the provisions of the Local Government Act 1862 in respect of officers. Cllr Bird declared a non-pecuniary interest in agenda item 6.6.1 .Cllr Potts declared a nonpecuniary interest in agenda item 6.6.2
- 1.4 Requests for Dispensations. There were none
- 1.5 Declarations of Lobbying. There were none

2. CO OPTION of Parish Councillor/s:

- 2.1 To consider candidates for co-option. There were no 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. There were none

4. Minutes of the Parish Council Meeting:

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

- 4 .1 Minutes of Parish Council held on the 27th July 2021. It was RESOLVED that the minutes were amended to include under Seasonal Events working Groups that Permit Forms were to be downloaded and completed. It was then RESOLVED that the minutes were confirmed as a correct record and signed by the Chairman

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

- 5.1 Multi Use Games Area. CCTV quote Finance Item 6.6.3. MBC query about bin emptying. No further ASB instances. No volunteer found to lock and unlock the MUGA.
- 5.2 Replacement Litter Bins; Parish Noticeboards – Dog waste bins complete. Two Notice board refurbishments outstanding at Westerhill Road and the Beacons with MBC from 2019 to be followed up.
- 5.3 New Website. New website still not visible online.
- 5.4 Defibrillator. On hold pending final agreement with Londis and arrangements for cabling.
- 5.5 MBC Anti-idling signs. MBC to provide and Police to consider parking signs for Hanover Road.

6. Finance:

- 6.1 To receive and authorise payments listed on the schedule (to be provided at the meeting). The payment schedule was AGREED
- 6.2 Late Payment Request/s to be discussed for approval and payment. There were none
- 6.3 Banking Arrangements. It was RESOLVED to transfer to Unity Trust Bank. Clerk to progress

- 6.4 To receive the Bank Reconciliation (to be provided at the meeting). Not provided
- 6.5 To receive the draft minutes of the Finance Committee meeting 26th August 2021. These were received and Noted.
- 6.6 To consider the recommendations of the Finance Committee
- 6.6.1 – S137 Grants. It was RESOLVED to accept the amended proposal made to revise donations to £500 each to Kent Air Ambulance, Heart of Kent Hospice, West Kent Stroke Unit and Dandelion Time, West Farleigh. £2,000 committed from an agreed budget of £2,400. Having declared an interest Cllr Bird did not vote on the grant to Heart of Kent Hospice.
- 6.6.2 – Village Hall Grant recommended at £8,400 from Finance Committee following a meeting and review of accounts for 2020/21. It was resolved to make a grant of £8,400 to the Village Hall. Having declared an interest Cllr Potts did not vote
- 6.6.3 – Quotes
- Tree Surveys – Bartlett quote at £790 + VAT;
 - VHMV CCTV for MUGA with 8 channel box quote at £1,742 + VAT, paid directly by CPC.
- It was RESOLVED to accept these quotations.
7. Reports:
- 7.1 Police Representative PCSO McCloud – Not present
- 7.2 Community Warden J Watson – Not present
- 7.3 Kent County Councillor Cllr S Webb - Not present
- 7.4 District Councillors Cllr R Webb – brief report on Democracy meeting at MBC, considering change back to a Cabinet system.
- 7.5 Chairman of the Parish Council Cllr Parker
- Resident’s request for a Bus Stop flag top of Parkway – to discuss with Arriva; Avante notice board cleaned and locks to be checked south area for RW; Church Coffee mornings – advised these will restart in October; Coxheath Books sales ongoing with move to Scout Hut from 11th September; Verges have been cut by Kent Highways, but to a very poor standard along Heath Road; Committees – Cll Small to join Finance Committee, Cllr Crickett to join Planning Committee, training to be advised; The new Lord Lieutenant of Kent since 22 April 2020 is The Lady Colgrain.
- 7.6 Playground Inspection Cllr Dival
- Playground is in order. It was reported that the gate springs are still broken.
- 7.7 Open Spaces Councillor Cllr Bird
- Tree survey walkabouts noted.
- Litter Pickers - reviewing insurance arrangements to allow 40mph roads to be included. Noted that Stockett Lane and Heath Road west of Violet Fields is 60mph
- 7.8 Parish Council Environmental Initiatives Cllr Small
- New WAG AGREED. Further discussed under 9.5
8. **Planning:**
- 8.1 To receive the draft minutes of the planning committee meeting 26th August 2021 . These were received and noted
- 8.2 To table planning applications dealt with since last meeting: There were none.
- 8.3 To table decisions by the Planning Authority since the last meeting: There were none
- 8.4 To table late planning matters: There were none
9. **Working Groups: To receive Updates**
- 9.1 Recreation & Youth Working Group
- Gates – Pleasant Valley Lane and Beacon Field in hand with Tate Fencing Cllr Bird to liaise; It was RESOLVED that a donation would be made to VHMC / Primary School Christmas event of £400.
- 9.2 Traffic & Community Safety Working Group
- Hedges and verges cut along Heath Road by Kent Highways; Obscured 30mph signs west approach Heath Road Kent Highways to undertake with Landowner; Burston Road missing signs, Kent Highways have agreed to replace; HIP – new draft format to be completed to include VAS and polit average speed cameras.
- 9.3 Seasonal Events Working Group
- To confirm Wreaths ordered for 11 November 2021 service; Permits for Christmas Lights to be submitted to Kent Highways.
- 9.4 Website Group. No update

- 9.5 Environmental Initiatives Group
 - 9.5.1 To agree the Terms of Reference – Draft TOR to be agreed at first meeting
 - 9.5.2 It was RESOLVRED to elect the following members: Cllr Small (Lead), Cllr Parker, Cllr Bird, Mr D Mann as a non-voting affiliate.

10. Correspondence:

- 10.1 To Table items of late correspondence – There was none
 - 10.2 To Table items circulated
 - 10.2.1 Coxheath Litter Picking 1st and 3rd September
 - 10.2.2 MBC Planning Training
 - 10.2.3 Mayor's Charity 'Fish and Chip Supper' Cruise on the Kentish Lady - 3 September
 - 10.2.4 NORTH DOWNS WAY AMBASSADORS - KENT DOWNS
 - 10.2.5 KALC Events September 2021
 - 10.2.6 KCC Consultation - KCC Household Waste Recycling Centres Booking System – generally accepted but with concerns raised over increased fly tipping.
- All items of correspondence were noted.

11. Email Policy

To be reviewed further at the next meeting

12. Date of the Next Meeting: 28th September 2021.

There being no further business to be transacted the Chairman closed the meeting at 20:30 pm

Signed : *Clive Parker* Chairman

Date: 28th September 2021