



Coxheath Parish Council Minutes

Date: 28th July 2020

Venue: 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; G Down; R Divall; E Potts; C Skinner; R Webb; J Wilson; K Woollven
In Attendance: I Bowie - Clerk

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 . The Chairman opened the meeting at 7pm.

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.

Apologies were received from : Cllr Small and were accepted ; Cllr Carpenter and were accepted; Cllr Page and were 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.

It was RESOLVED to approve a leave of absence for Cllr Page for a period of six months on the grounds of personal matters. (Local Government Act 1972 s85) Proposed Cllr Parker , seconded by Cllr Webb and agreed by all.

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 Meeting 30th June 2020

It was RESOLVED that the minutes would be amended section 8.7.1 to include Cllr Wilson request for clarification on box K of the Internal Audit Report. The minutes were confirmed as a correct record and signed by the Chairman. Proposed by Cllr Divall, seconded by Cllr Wilson and agreed by all.

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

- 4.1 Development of Multi-Use Games Area (MUGA): Cllr Parker report that work had commenced.
- 4.2 Defibrillator in the Village Centre: Clerk to progress
- 4.3 Tree Survey: Clerk to progress and to include a review of any landscape works
- 4.4 Replacement Litter Bins; Parish Noticeboards; Replacement Bollards: Ongoing
- 4.5 Spice Lounge listed building status: It was agreed to remove this item from the agenda.
- 4.6 Scout Hut Car Park ; Cllr Parker to follow up with MBC
- 4.7 New Website- Update: Ongoing

4.8 Trial of PC Tablets: It was RESOLVED that three tablets would be purchased a budget of £ 500 was set. Cllrs Brid, Small and Woollven will trial the tablets on behalf of the Parish Council.

5. Reports:

5.1 Police Representative 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

MBC Cllr Webb gave his report. He gave an update on that MBC Enforcement have served a stop notice on any works at Forstal Farm.
5.5 Chairman of the Parish Council Cllr Parker
Cllr Parker gave his report.
Vaccination Programme in the Village Hall:
He reported that the NHS Greensand Surgery would be using the Village Hall free of charge for the Vaccination programme to commence in September. He also reported that the Wi-Fi in the Parish Office is not for the use of those hiring the hall and would not be sufficient for the needs of the NHS. It was AGREED that Cllr Parker would discuss the provision of superfast broadband by the VHMC for hirers. It was also AGREED that the Clerk would research additional options to assist the use of PC Wi-Fi by the NHS.

Play Area:

Emptying of the new bin and existing bins had been agreed with MBC

Speed Signs at Olders Field

The traffic calming measures had been replaced. KCC follow up for the developer to replace the speed signs to enable Speed Watch to recommence at this site.

5.6 5.6.1 Playground Inspection Cllr Divall
Cllr Divall gave his report. The MBC monthly inspection was noted.

5.6.2 Ratification of decision to open the play area

The decision to re-open the Play Area following an appropriate risk assessment and the provision of signage was received.

5.7 Open Spaces Councillor Cllr Bird

Cllr Bird reported that Dave Mann was gradually cutting back the overgrown area surrounding the football pitch and that it was a huge improvement.

It was also noted that the PC has given permission for the football club to make repairs to improve the drainage of the football pitch. It was AGREED that the Clerk would research a Tree Policy for the PC to ensure all trees on PC land were regularly inspected and maintained.

5.8 Parish Council Environmental Initiatives No Report Cllr Small

6. Finance:

6.1 Update of account for 2020/21 (including payments received) The Clerk reported that she had not received bank statements for the previous month .

6.2 To receive and authorise payments listed on the schedule APPENDIX A
It was RESOLVED to approve the payments on the schedule with the following amendments:
CHQ 2653 = Clerks Expenses
CHQ 2655 It was RESOLVED to pay Kent Air Ambulance £800 which represented £400 uncashed from 2019-20 and £400 from 2020-21. Proposed by Cllr Wilson seconded by Cllr Parker and agreed by all.

6.3 Late Payment Request/s to be discussed for approval and payment There were none

6.4 Banking Arrangements: It was RESOLVED that the Clerk would initiate the switching of the PC NatWest current account to Unity Trust Bank by opening an online banking account. It was RESOLVED that the PC signatories would be Cllr's Parker, Carpenter, Bird and Skinner.

6.8 Section 137 Donations 2020/21- Proposal from Cllr Parker

It was RESOLVED that the following Section 137 Donations would be made:

Coxheath Village Hall	£ 10,120.00
Scout Hut Roof Repair	£ 6,000.00
Heart of Kent Hospice	£ 2,400.00
Diabetes UK (Maidstone Area Parent Support Groups (MAPS	£ 2,000.00
MIND (Maidstone)	£ 2,000.00
Dandelion Time	£ 400.00

Cllrs Skinner and Potts having declared an interest in the donation to the Village Hall Committee did not participate in the discussion or vote on that item. Proposed by Cllr Webb, seconded by Cllr Bird and agreed by all.

7. Planning:

- 7.1 To table planning applications dealt with since last meeting
 - 7.1.1 20/501600/FULL 103-105 Heath Road Coxheath Kent ME17 4EH
Conversion of 2no. existing ground floor integral garages into 2no. 1 bed dwellings.
Revised details
CPC Objection
 - 7.1.2 20/502698/FULL 146 Heath Road Coxheath Maidstone Kent ME17 4PL
Erection of 8no. residential dwellings with associated parking and landscaping on the site of the existing doctor's surgery.
CPC No Objection requested review for fewer houses
 - 7.1.3 20/502835/FULL 2 Gresham Road Coxheath Maidstone Kent ME17 4EY
Demolition of existing garage, timber frame cover and shed. Erection of a double garage with workshop/garden store.
CPC No objection raised concerns re insufficient boundary for maintenance.
 - 7.1.4 20/502768/FULL Two Jays 29 Westerhill Road Coxheath
Erection of a front porch, two storey side and rear extension and loft conversion.
CPC No Objection
- 7.2 To table decisions by the Planning Authority since the last meeting:
 - 7.2.1 20/502198/FULL 9 Dane Court Coxheath Maidstone Kent ME17 4HJ Erection of side extension and rear store. Part conversion of existing garage to create bathroom. MBC Approved

8. Working Groups: Updates

Seasonal Events:

Cllr Webb reported that it was hoped that the Remembrance Day would be held but further work was needed to agree the format. It was RESOLVED that Cllr Webb would order 2 No. Commemorative Wreathes.

9. Correspondence:

- 9.1 Marden Planning Opposition
 - 9.2 NALC CEO Bulletin 17th July
 - 9.3 Football Pitch Repairs
- All Correspondence was noted

Date of Next Meeting: Thursday 3rd September 2020

There being no further business to transact the Chairman closed the meeting at 8:30 pm.

APPENDIX 1.

Finance 6.2

COXHEATH SCHEDULE OF PAYMENTS.

28th July 2020

Cheque Number	Amount £	Payee	Description
2652	1,005.23	Dave Mann	June Invoice Parish Maintenance and planting
2654	400.00	Dandelion Time	Section 137 Grant
	400.00	Kent Air Ambulance	Section 137 Grant 2020-21
	400.00		Section 137 Grant 2019-20 (original not cashed)
2655	800.00	Total Kent Air Ambulance	
2656	400.00	Heart of Kent Hospice	Section 137 Grant
2657	20.00	KCPFA	Kent County Playing Fields Association
2658	60.00	MiJan Ltd	Easy Pc Accounts Package 2020-21
	10,120.00	Coxheath Village Hall	Section 137 Grant
2661	2,000.00	Heart of Kent Hospice	Section 137 Grant
2662	6,000.00	Scout Hut	Section 137 Grant
2663	2,000.00	Diabetes (MAPS)	Section 137 Grant
2664	2,000.00	MIND (Maidstone)	Section 137 Grant