



# Coxheath Parish Council

To All Members of the Council, Press and Public

**Members are hereby summoned, and notice is given that the next Meeting of the Parish Council will be held on Tuesday 24<sup>th</sup> January 2023 in the Small Hall of Coxheath Village Hall commencing at 7.15 pm**

*All meetings are open to the press and public. The parish council requests that all attendees note the following:*

## **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

To receive reports from (if present):

- *Kent County Councillor* Simon Webb;
- *Maidstone Borough Councillors*; Richard Webb, Lottie Parfitt-Reid and/or Simon Webb.
- *Community Warden* Owen Moemken.

## **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 1862, 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 2010 in respect of members and in accordance with the provisions of the Local Government Act 1862 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 1850, the public and press be excluded from the meeting by the reason of its confidential nature. Agenda Item 11. Staffing Matters. NALC Annual Salary Award 2022**

### **3. Reports**

- |     |                                |             |
|-----|--------------------------------|-------------|
| 3.1 | Chairman of the Parish Council | Cllr Parker |
| 3.2 | Playground Inspection Report   | Cllr Small  |
| 3.3 | Councillor's Reports           | All Cllrs   |
| 3.4 | Litter Pick                    | Cllr Down   |

### **4. Minutes of the Parish Council Meeting**

To resolve that the minutes of the Parish Council Meeting held on 25<sup>th</sup> October 2022 to be taken as read and confirmed as a correct record and signed by the Chairman.

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

- 5.1 Defibrillator in the Village Centre
- 5.2 New Noticeboards
- 5.3 Adoption of Play areas and Scout Hut Car Park
- 5.4 Community Governance Review (CGR)

### **6. Finance:**

- 6.1 To receive and authorise payments listed on the schedule (to be provided at the meeting)
- 6.2 Late Payment Request/s to be discussed for approval and payment.
- 6.3 Banking Arrangements – Update.
- 6.4 To note receipts of Income
- 6.5 To receive the Bank Reconciliation
  - 6.5.1 To review the 2022/23 spend vs budget forecast
  - 6.5.2 To consider the precept and parish services scheme for 2023/24
- 6.6 To consider any late financial matters

## 7. Planning:

- 7.1 To table planning applications received since last meeting:
- 7.1.1 23/500113/FULL 6 Westerhill Road Coxheath Kent ME17 4DG  
Demolition of converted garage and erection of enlarged veterinary surgery with staff accommodation.  
<https://pa.midkent.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RNX4YITYGHT00>
- 7.1.2 22/505983/FULL Ambury House Amsbury Road Hunton Kent ME15 0QH  
Proposed new garage with room above.  
<https://pa.midkent.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RNAM6OTYFXA00>
- 7.1.3 22/505989/SUB 146 Heath Road Coxheath Kent ME17 4PL  
Submission of details pursuant to conditions 4 (landscaping scheme) & 6 (biodiversity enhancement scheme) of application 20/502698/FULL.  
<https://pa.midkent.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RNAUKWTFYFN00>
- 7.1.: 22/505843/FULL 30 Huntington Road Coxheath Kent ME17 4DY  
Demolition of existing garage and erection of double garage  
<https://pa.midkent.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RMU9ADTYMIV00>
- 7.2 To Table Planning Applications dealt with since the last meeting
- 7.2.1 22/505668/FULL 1 Orchard Close Coxheath Maidstone Kent ME17 4HE  
Demolition of existing garage and erection of a single storey rear extension and conservatory. Creation of a new vehicle access, driveway and erection of a brick boundary wall. (Re-submission of 22/504409/FULL) **CPC No Objection**
- 7.3 To table decisions by Maidstone Borough Council (MBC) since the last meeting.
- 7.3.1 22/505191/FULL 88 Amsbury Road Hunton Maidstone Kent ME15 0QH  
Erection of a single storey rear extension. **MBC Application Permitted**
- 7.3.2 22/505095/FULL The Orchard Medical Centre 146 Heath Road Coxheath Kent ME17 4PL  
Section 73 - Application for minor material amendment to approved plans condition 15 (to allow amendments to footprint, internal layout and minor elevation changes to plots 06-08 to create 3rd bedroom) pursuant to 20/502698/FULL for - Erection of 8no. residential dwellings with associated parking and landscaping on site of existing doctor's surgery to be demolished. **MBC Application Permitted**
- 7.3.3 22/505340/FULL Chapel Nursery Pleasant Valley Lane East Farleigh Maidstone Kent ME15 0BB  
Demolition of existing buildings and erection of a detached four bedroom chalet bungalow with associated access, parking, amenity and landscaping. **MBC Application Permitted**
- 7.4 To table late planning matters:

## 8. Working Groups: To receive Updates

- 8.1 Recreation & Youth Working Group
- 8.1.1 MUGA Maintenance
- 8.1.2 Village Hall Field - Outdoor Gym behind the Play Area
- 8.1.3 Football Pitch
- 8.1.4 Play Area and MUGA Inspections from April 2023
- 8.1.4.1 Play Area Inspection Course 14<sup>th</sup> February - Update
- 8.1.5 Sports Wall Surface
- 8.1.6 Any other matters
- 8.2 Traffic & Community Safety Working Group
- 8.2.1 KCC Highway Improvement Plan
- 8.2.1.1 KCC Highways Heath Road, ATC Results
- 8.2.2 Parish Portal Report
- 8.2.3 Any other matters
- 8.2.3.1 Lack of a footpath - new health centre Heath Road Linton
- 8.3 Seasonal Events Working Group
- 8.3.1 Best Christmas Window Display Coxheath
- 8.3.2 To consider events and budget for the Coronation of His Majesty The King, Charles III

- 8.3.2.1 To Consider applying for a grant via The National Lottery Awards for All
  - 8.3.3 Future projects
  - 8.4 Environmental Initiatives Group
    - 8.4.1 Tree Survey – Level 2
    - 8.4.2 Trees for the Queens Jubilee – Cllr Small Report
    - 8.4.3 Future Works – Tree planting at the Village Green update
    - 8.4.4 Cllr Small - Environmental Report to November 2022
    - 8.4.5 Pollution Patrol Coxheath Primary and Parish Council
    - 8.4.6 Anti-Idling Signs
  - 9. Correspondence:**
    - 9.1 To table items of late correspondence :
    - 9.2 Items circulated for information: For further information contact the Clerk
      - 9.2.1 Hi Kent – fund raising quiz in Coxheath Village Hall on Saturday 11th March.
      - 9.2.2 KALC News
      - 9.2.3 Planning Enforcement training presentation from MBC
      - 9.2.4 Gallagher Insurance Important Correspondence – Coronation of His Majesty King Charles III
      - 9.2.5 NALC Chief Executive’s Bulletin .
      - 9.2.6 Email from a resident re - Survey of Woodland between Amsbury Road and Heath Road
    - 9.3 Items for discussion/action
      - 9.3.1 New Road Name required by Coxheath Parish Council for a New development by Hillstone Homes Property Developers on former site of surgery at 146 Heath Road
      - 9.3.2 Mayor's Charity Scenic Cruise and Tour of Allington Castle - 26 April
      - 9.3.3 KCC bus funding (email from KALC)
      - 9.3.4 Resident email re parking at Heathside Avenue
  - 10. KALC Community Awards Scheme 2023 - Deadline for submission Tuesday 28th February 2023**
  - 11. Policy Review:**
    - 11.1 Financial Regulations**
    - 11.2 Memorial Bench Policy**
    - 11.3 Grant Application Policy**
- Meeting Dates 2023 : **28<sup>th</sup> February, 28<sup>th</sup> March, 25<sup>th</sup> April, 30<sup>th</sup> May, 27<sup>th</sup> June, 25<sup>th</sup> July, 29<sup>th</sup> August, 26<sup>th</sup> September, 31<sup>st</sup> October, 28<sup>th</sup> November.**

*Irene Bowie*

Clerk to the Parish Council

Email: [clerk@Coxheathparishcouncil.org.uk](mailto:clerk@Coxheathparishcouncil.org.uk)

17<sup>th</sup> January 2023