



Coxheath Parish Council

Minutes of the Meeting held on 25th January 2022 at 7.00 pm in the Village Hall

Present: Parish Cllrs: C Parker (Chairman); C Bird; G Crickett; G Down; R Mickleburgh; E Small; R Webb; K.Woollven

In Attendance: MBC Cllr's R Webb and L Parfitt-Reid .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
Members of the public raised concerns regarding car parking in the centre of the village.

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 and the reasons given accepted from Cllrs Divall, Potts and Page.
- 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. There were none
- 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 to be considered.

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. Reports:

- 4.1 Police Representative PCSO Godwin
It was reported that PCSO Godwin would be leaving.
- 4.2 Community Warden J Watson
The community warden sent his apologies.
- 4.3 Kent County Councillor Cllr S. Webb
- 4.4 District Councillors Cllr's R. Webb; S. Webb and Parfitt-Reid
It was reported that MBC do not have the funds to repair the car park at the Scout Hut. It was AGREED that the PC would ask MBC if they would hand over the Car Park to the PC if / as they unable to maintain it. It was reported that the Democracy Committee of MBC were due to meet to discuss moving to a Cabinet System with elections every 4 years commencing in 2024.The Boundary Commission review was discussed, and it was noted that the number of wards will be reduced from 55 to 48.
- 4.5 Chairman of the Parish Council Cllr Parker
The Chairman gave his report. The Christmas Lights and Carols at the Christmas Tree was a successful event. A recent Community Meeting was held to bring different groups together. The Queen's Jubilee was discussed. The date for the Custard Pie Competition was noted as the 18th June.
- 4.6 Playground Inspection Cllr Divall
The inspection from MBC was received. It was RESOLVED that MBC would carry out all necessary repairs. Clerk to progress.
- 4.7 Other reports.
Reports of debris on the footpath. Clerk to contact MBC. Missing Bollard on Stockett Lane.

5. Minutes of the Parish Council Meeting:

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

- 5.1 Minutes of Parish Council held on the 30th November 2021. It was RESOLVED that the minutes were confirmed as a correct record and signed by the Chairman.

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

- 6.1 Multi Use Games Area. Clerk to follow up request to MBC for a litter bin. The CCTV had been installed. The noticeboard for the MUGA had been dispatched to the Clerk.
- 6.2 Parish Noticeboards. Two refurbishments remain outstanding with MBC.
- 6.3 Defibrillator (Installation and Maintenance Contract). It was AGREED to approach the new TESCO Store to request permission to site the PC Defibrillator there.

7. Finance:

- 7.1 To receive and authorise payments listed on the schedule (to be provided at the meeting). The payments on the schedule were AGREED.
- 7.2 Late Payment Request/s to be discussed for approval and payment. There were none
- 7.3 Banking Arrangements – The Clerk reported that this was ongoing.
- 7.4 To receive the Bank Reconciliation (to be provided at the meeting). Bank Statements had not been received.
- 7.5 To agree the precept for 2022/23.
It was RESOLVED that the precept would be set at £100,175. This represents a Band D of £51.53 per annum.
- 7.6 To consider a new Payroll provider. RESOLVED defer to the February meeting.
- 7.7 Annual Grounds Maintenance Agreement for 2022. RESOLVED to accept the quotation from Landscape Services for 2022/23.

8. Planning:

- 8.1 To receive the draft minutes of the planning committee meeting 9th December 2021. Deferred to the next meeting.
- 8.2 To table late planning matters. There were none.
- 8.3 MBC Local Plan Review Regulation 19 Consultation. No updates were received from MBC.

9. Working Groups: To receive Updates

- 9.1 Recreation & Youth Working Group. Repairs to the play areas need to be completed by MBC.
- 9.2 Traffic & Community Safety Working Group. It was AGREED that Cllr Webb would discuss the issue of the Scout Hut car park with MBC.
- 9.3 Seasonal Events Working Group. Cllr Webb gave his report. It was noted that the Christmas Lights were successfully opened. The Xmas lights have several which are damaged. A report on the cost or repair or replacement will be received in due course. It was AGREED to invite Gala Lights to present to the PC at a future date. Queen's Jubilee: The Church is holding an event on Sunday 5th June, the Village Hall Committee are planning an event. It was AGREED that the working group would discuss the parish council's possible contribution and report back
- 9.4 Website Group. No problems were reported.
- 9.5 Environmental Initiatives Group.
 - 9.5.1 Tree Survey Report: The Tree Survey report had been concluded and circulated to all Cllr's. The VHMC had agreed that the parish council would take responsibility for implementing the actions as outlined in the report.
 - 9.5.2 To receive the report and recommendations for the 13th January meeting. The report was received. It was RESOLVED to accept the quotation from Bartlett Tree Experts to commence the 6 and 12 months works as specified, along with the additional Ground Clearance Works identified along the Saturn Road Boundary. It was AGREED to obtain quotes for the planting of 5 Oak Trees or possibly Copper Beach Trees for the Queen's Platinum Jubilee.
The parish council was updated on the illegal cutting down of trees on parish council land by some residents. It was AGREED that the Clerk would take legal advice and that a letter would be sent to all residents, bordering PC land, that trees must not be cut down.
KALC Climate Change Plan. It was AGREED to discuss one topic at each meeting to consider ways the parish council can support the plan. Reducing Household Energy was discussed.

10. Correspondence:

- 10.1 To Table items of late correspondence. Late items were note as: Mayor's Charity Event 8th April. Date of next KALC Meeting 31st January 2022.
- 10.2 To Table items circulated:
 - 10.2.1 Mayor's Charity Quiz Night - 18 March
 - 10.2.2 COUNCIL TAX AND PRECEPT 2022/23

- 10.2.3 KALC Flyer - Our Event Schedule January to March 2022
- 10.2.4 Contain Outbreak Management Fund - deadline 31 January 2022
- 10.2.5 MBC Tree Planting Project
- 10.2.6 Planning Training Session - Monday 10 January 2022
- 10.2.7 Platinum Jubilee Preparations - Platinum Jubilee Beacon Trail

All items of correspondence were noted.

11. To consider the KALC Community Awards Scheme 2022

A nomination from Coxheath was put forward for the KALC Community Awards Scheme 2022

12. Date of the Next Meeting: 22nd February 2022

There being no further business to be transacted the Chairman closed the meeting at 20:35 pm

Signed: Clive Parker

Chairman:

Date: 22nd February 2022