



Coxheath Parish Council

AGENDA

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 27th July 2021 at 7:00 pm Coxheath Village Hall

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

- windows and doors are to be kept open;
- all attendees to use hand sanitiser on entry (*or on re-entry if you need leave the hall for any reason*);
- tables and chairs, to be wiped down by each person attending, with the provided antibacterial wipes. before use.
- all attendees will put out their own tables and chairs;
- no sharing of tables;
- meeting papers, other than agendas for the public, will not be provided;
- seating for the public will be spaced out nearest the door;
- all attendees to wear masks into the building and only take them off once seated or speaking.

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

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.
- 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 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.
- 1.4 Requests for Dispensations.
- 1.5 Declarations of Lobbying

2. CO OPTION of Parish Councillor/s:

- 2.1 To consider 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 1960, the public and press be excluded from the meeting by the reason of its confidential nature.

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 23rd February 2021
- 5.2 Minutes of the Annual Meeting of the Parish Council 13th May 2021

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

- 6.1 Tree Survey & Landscape Works
- 6.1 Replacement Litter Bins; Parish Noticeboards
- 6.3 New Website- Update
- 6.4 Defibrillator
- 6.5 MBC Anti-idling signs

7. Finance:

- 7.1 To receive and authorise payments listed on the schedule (to be provided at the meeting)
- 7.2 Late Payment Request/s to be discussed for approval and payment
- 7.3 Banking Arrangements – Update
- 7.4 To receive the Bank Reconciliation (to be provided at the meeting)
- 7.5 Internal and external audit 2020/21
 - 7.5.1 Internal audit report

Irene Bowie Clerk to Coxheath Parish Council
Pollyfield Cottage Scragged Oak Road, Detling, Kent ME14 3HD

- 7.5.2 Accounts to be Approved and Signed
 - 7.5.3 Annual Governance Statement
 - 7.5.4 Acceptance of Annual Governance and Accountability Return (AGAR) 2020/21
 - 7.6 To consider the provision of a PO Box for the Parish Clerk.
8. Reports:
- 8.1 Police Representative PCSO McCloud
 - 8.2 Community Warden J Watson
 - 8.3 Kent County Councillor Cllr Webb
 - 8.4 District Councillors Cllr's Webb; Fermor and Parfitt-Reid
 - 8.5 Chairman of the Parish Council Cllr Parker
 - 8.6 Playground Inspection Cllr Divall
 - 8.7 Open Spaces Councillor Cllr Bird
 - 8.8 Parish Council Environmental Initiatives Cllr Small
 - 8.8.1 To receive a Coxheath Environmental Report and consider the recommendations therein.
 - 8.8.2 To consider the following motion: "Coxheath Parish Council adopts in principle a Wilding, Expanding, and Regeneration policy for all its land management"
 - 8.8.3 To consider the setting up of an Environmental Initiatives Group with allocated budget.
9. **Multi-Use Games Area (MUGA)**
- 9.1 To consider the purchase of a Noticeboard and Litter Bin
 - 9.2 To consider the purchase of additional signage
 - 9.3 To consider additional matters pertaining to the MUGA (including)
 - 9.3.1 Residents Complaints
 - 9.3.2 Damage to the MUGA
 - 9.3.3 Installation of CCTV
 - 9.3.4 Other matters.
10. **Planning:**
- 10.1 To table planning applications dealt with since last meeting:
 - 10.2 To table decisions by the Planning Authority since the last meeting:
 - 10.3 To table late planning matters:
11. **Working Groups: To receive Updates**
- 11.1 Recreation & Youth Working Group
 - 11.1.1 Adoption from MBC of the Play Areas at Whitbeam and Adbert Drive – Update on progress.
 - 11.2.1 To consider any other Recreation and Youth Matters.
 - 11.2 Traffic & Community Safety Working Group:
 - 11.2.1 Highways Improvement Plan – Update
 - 11.2.2 Village Gateways
 - 11.2.3 To consider any other Highways Matters
 - 11.3 Seasonal Events Working Group
 - 11.3.1 To consider the purchase of replacement / new Christmas Lights
 - 11.3.2 RBLI Remembrance Day Wreaths.
 - 11.3.3 The Queens Platinum Jubilee
 - 11.3.4 To consider any other Seasonal Events matters
 - 11.4 Website Group - Update
12. **Correspondence:**
- 12.1 To Table items of late correspondence
 - 12.2 To Table items circulated
13. **Date of the Next Meeting: 28th September 2021.**

Irene Bowie

I Bowie (Parish Clerk)

21st July 2021

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