



# Coxheath Parish Council

## Minutes of the Meeting held on 26<sup>th</sup> April 2022 at 7.00 pm in the Village Hall

Present: Parish Cllrs : C Parker (Chairman), C Bird, G Crickett, R Mickleburgh, V Page, E Potts, R Webb, K.Woollven

In Attendance: Irene Bowie ( Parish Clerk) . 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*  
Residents raised concerns re speeding traffic near the school and other local roads. The issue of car parking illegally in the Village Centre was raised.

To receive reports from (if present): Community Warden J Watson; Kent County Councillor Simon Webb; Maidstone Borough Councillors Richard Webb, Lottie Parfitt-Reid and/or Simon Webb.

### AGENDA

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 MBC Cllr Parfitt-Reid
  - 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 Mickleburgh declared a pecuniary interest in agenda item 9.1
  - 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.** It was RESOLVED that the Clerk's Annual Review would be held at the end of the meeting with the press and public excluded.
4. **Reports:**
  - 4.1 Chairman of the Parish Council Cllr Parker  
The Chairman reported on a meeting held at the end of March with Kent Highways re Linton Crossroads. This was attended by the Chairman and the Clerk. In early April 5 'Dog Signs' were put up in parish council open spaces .Cllr Parker attended the Church coffee morning. A walk around the village green to identify areas for wild flower planting and new trees was also completed.
  - 4.2 MBC Playground Inspection Report Clerk  
The Clerk has circulated the MBC report. It was AGREED that the Clerk would follow up with MBC and ask for advance notification if any equipment was to be temporarily removed.
  - 4.3 Councillor's Reports All Cllrs  
**Cllr Page** requested that consideration was given to providing a planter to replace the telephone box that had been removed. Cllr Webb to establish if a memorial bench may be sited here and report back at the next meeting.  
**Cllr Woollven** reported on the need for reports to be made , via the KCC Highways portal, regarding road markings that had faded in numerous locations. Cllr Mickleburgh confirmed that he had reported many of these.  
**Cllr Mickleburgh** reported that he had followed up with the residents who had attended the last meeting . He reported that the concerns raised where relating to speed traffic on Forstal Lane, lack of speed signs and high hedges that block residents' line of sight when leaving their properties. Concerns were raised re the 'Island' at Forstal Mead and issues with traffic turning right. This was discussed with Chartway but it was a condition from MBC planning and is unlikely to be removed. A request for 30mph speed signs as visibility of street lights

Is poor due to the high hedges. It was reported that Chartway will cut back the hedges at Cherry Farm and will install a mirror to assist the resident when leaving his property. Linden Meadows Green planting is in progress.

- 4.4 Litter Pick Cllr Down  
The dates had been circulated.

**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 29th March 2022. It was RESOLVED that the minutes, with one amendment, 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 – Litter Bin The Clerk confirmed that this was on order with MBC  
6.2 Tree Contract – Ground Clearance Linden Road / Level 2 Survey - Saturn Road boundary. Clerk to follow up with the contractor.  
6.3 Defibrillator . A response was awaited from Tesco’s. It was AGREED that Cllr Webb would approach The Spice Lounge to request that the defibrillator would be sited there.  
6.4 Noticeboards – Fronts & Repair – Westherhill Road & The Beacons, Amsbury Road. These had been reported to MBC. Clerk to follow up.

**7. Finance:**

- 7.1 To receive and authorise payments listed on the schedule. It was RESOLVED to accept the payments on the schedule

<b>MBC</b>		<b>Bin Emptying</b>		<b>130.00</b>
<b>Dave Mann</b>		<b>Maintenance</b>		<b>526.43</b>
<b>Gladstones</b>		<b>Bin MUGA</b>		<b>143.71</b>
<b>Mi Jan</b>		<b>Easy PC</b>		<b>60.00</b>
<b>21cc Group Ltd</b>		<b>Beacon for Jubilee</b>		<b>588.00</b>
<b>April 2022 Total</b>				<b>1,448.14</b>

- 7.2 Late Payment Request/s to be discussed for approval and payment.  
It was RESOLVED to purchase a gas beacon for the Jubilee at a cost of £588 ( inc VAT)  
7.3 Banking Arrangements. Additional signatures were required .  
7.4 Other Financial matters.  
The combined bank reconciliation was as at 31<sup>st</sup> March 2022 £244,642.92

**8. Planning:**

- 8.1 To receive the draft minutes of the Planning Committee . The draft minutes were received.  
8.2 To table late planning matters.

**9. Working Groups: To receive Updates**

- 9.1 Recreation & Youth Working Group – MUGA Maintenance / Village Hall Field  
Cllr Mickleburgh left the room. He did not participate in the discussion of the vote regarding an Honorarium for a resident to spend 2 hours per week maintaining the MUGA, to be reviewed annually. It was RESOLVED that an honorarium of £1040 per annum would be allocated to the resident. The Clerk will liaise with the resident and the insurers to produce a risk assessment and a policy to cover the works agreed. It was RESOLVED that a budget of not more than £300 would be allocated for the purchase of a leaf blower. Additional items including a litter picker, disposable gloves and litter bags would also be supplied.  
Cllr Mickleburgh re-joined the meeting for the next agenda item.

- 9.2 Traffic & Community Safety Working Group – KCC Highway Improvement Plan / Highway Reports
- 9.2.1 Linton Crossroads - Proposed Improvements – Update from recent KCC Consultation  
Cllr Parker gave an update on the meeting. He reported that Kents Highways ( KHS) wanted to consult the nearby parishes as to their plans. He reported that the scheme would cost an estimate £2 million but they only had £1 million at the moment. Land had been gifted to KHS to enable the widening of the crossroads. The proposed plan would improve the right hand turn from Coxheath but was limited on the Boughton side. KHS agreed to look for more land .All hedges and trees that would be removed during construction would be replaced on a 2:1 ratio. Works would not commence until summer of 2023. KHS would offer a full public consultation near to the time but would continue talking to the parish councils for input.
- 9.3 Seasonal Events Working Group – Replacement Christmas Lights / Jubilee Celebrations  
Cllr Webb gave an update on the planned Queen’s Platinum Jubilee celebrations in Coxheath. He reminded Cllrs that the parish council would light a beacon on the Church Green at 9:45 on Thursday 2<sup>nd</sup> June 2022. It was RESOLVED to make section 137 grants available to the Beacon Men’s Group and Coxheath Residents Village Hall Committee.  
The replacement Christmas lights were discussed. Cllr Webb confirmed that the majority of the existing lights were in a very poor condition and needed replaced. It was AGREED that Cllr Webb would confirm with the supplier what ‘refurbished lights’ meant and he would report back to the next meeting for members to make a decision regarding hiring or buying outright.  
It was RESOLVED to purchase a gas beacon for the parish council Jubilee event on the 2<sup>nd</sup> June 2022. Cost £490 + VAT
- 9.4 Environmental Initiatives Group  
Level 2 Survey awaiting a response from the contractor.  
Climate Change Matters. Use of public transport was discussed and the difficulty for rural communities when services are being reduced. Changing our diets to eat less red meat. This was discussed .

**10. Correspondence:**

- 10.1 To Table items of late correspondence.  
MBC Election Notices
- 10.2 To Table items circulated:
- 10.2.1 Action with Communities in Rural Kent - Stakeholder Survey
  - 10.2.2 Draft Minutes of the KALC Maidstone Meeting on 28.3.2022
  - 10.2.3 KALC New Event Advanced Planning Topics
  - 10.2.4 Have your say on our bus funding reduction consultation
  - 10.2.5 B2163 Road Closure - For new Greensands Medical Centre, Coxheath
  - 10.2.6 Linton Crossroads - Minutes and action points
  - 10.2.7 Kent History and Library Centre 10 Year Celebration Event

All correspondence was noted. The Chairman requested Cllrs to consider standing as the parish councils’ representative to Maidstone KALC.

- 11. Dates of Future Meeting:** 28th April Annual Parish Meeting, 24th May Annual Meeting of the Parish Council, 28th June, 26th July, 30th August, 27th September, 25th October, 29th November.

- 12. 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.**

It was RESOLVED that the Clerks annual appraisal and salary review were accepted.

There being no further business to be transacted the Chairman closed the meeting at 8:58 pm

Signed: \_\_\_\_\_ Chairman

Date: