



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 28th September 2021 at 7:00 pm Small Hall 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;
- 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 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. 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 1850, the public and press be excluded from the meeting by the reason of its confidential nature.

4. Minutes of the Parish Council Meeting:

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

- 4.1 Minutes of Parish Council held on the 31st August 2021.

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

- 5.1 Multi Use Games Area.
- 5.2 Replacement Litter Bins; Parish Noticeboards.
- 5.3 Defibrillator.
- 5.4 MBC Anti-idling signs.

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 receive the Bank Reconciliation (to be provided at the meeting).
- 6.5 To receive the Notice of Conclusion of Audit 2020-21.

7. Reports:

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| 7.1 | Police Representative | PCSO McCloud |
| 7.2 | Community Warden | J Watson |
| 7.3 | Kent County Councillor | Clr S. Webb |

7.4	District Councillors	Cllr's R. Webb; S. Webb and Parfitt-Reid
7.5	Chairman of the Parish Council	Cllr Parker
7.6	Playground Inspection	Cllr Divall
7.7	Open Spaces Councillor	Cllr Bird
7.8	Parish Council Environmental Initiatives	Cllr Small

8. Planning:

- 8.1 To receive the draft minutes of the planning committee meeting 16th September 2021.
 8.2 To table planning applications dealt with since last meeting:

21/504351/FULL	41 Stockett Lane Coxheath Maidstone Kent ME17 4PT	Change of use from a residential property to a Class C2 residential care home.	CPC No Objection. Concerns re access to top floor
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- 8.3 To table decisions by the Planning Authority since the last meeting:

21/503746/FULL	Whispers 38 Linden Road Coxheath Maidstone Kent ME17 4QS	Erection of a single storey wrap around extension together with partial conversion of the garage.	Application Permitted
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- 8.4 To table late planning matters.

9. Working Groups: To receive Updates

- 9.1 Recreation & Youth Working Group.
 9.2 Traffic & Community Safety Working Group.
 9.3 Seasonal Events Working Group.
 9.4 Website Group – Update.
 9.5 Environmental Initiatives Group.

10. Correspondence:

- 10.1 To Table items of late correspondence.
 10.2 To Table items circulated:
 10.2.1 Volunteer Flood Warden Training - 06 October & 09 November 2021
 10.2.2 Mayor of Maidstone's Civic Service - 5 November
 10.2.3 KALC Training update
 10.2.4 Special edition of the Kent PCC's Newsletter - Violence against women and girls
 10.2.5 KALC Learning and Development Survey 2021
 10.2.6 Preparation for Remembrance 2021
 10.2.7 KALC Project Management Event Flyer - Saturday 9th October
 10.2.8 KALC Flyer Introduction to Planning 7 October 2021
 10.2.9 Gatwick Airport launches Northern Runway public consultation
 10.2.10 Bulbs for the village - Residents Letter

11. Parish Councillor Email Addresses:

- 11.1 To adopt the Parish Council Email Policy.
 11.2 New Parish Council Email Addresses.

12. Date of the Next Meeting: 26th October 2021