



Coxheath Parish Council

Minutes of the Meeting of the Parish Council held on 30 August 2022 at 7.00 pm in the Village Hall

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

In Attendance: Irene Bowie (Parish Clerk)

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 spoke regarding:

- Enforcement issues at the Land North of Forstal Lane and the lack of meaningful action from MBC Planning enforcement to date.
- Speeding within the village. A further request for 'Horse Signs' was made.
- Parking in the Village Centre.

It was reported that there would be a Speedwatch meeting on the 10th September.

To receive reports from (if present): *Kent County Councillor* Simon Webb; *Maidstone Borough Councillors*; Richard Webb, Lottie Parfitt-Reid and/or Simon Webb. The minute book will be closed. KCC Cllr S Webb gave his apologies

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. Apologies were received from Cllr Carpenter, and it was RESOLVED to accept the reason given.
- 1.2 Declaration of Changes to the Register of Interests.
It was declared that Cllrs Parker and Carpenter were members of the VHM as members of the public. Cllr Crickett reported that his wife was a member of the VHM. It was AGREED that the Clerk would establish via the MBC Monitoring Officer if these constituted a change to the Register of Interests. It was noted that Cllr Potts is the nominated Parish Council representative to the VHM.
- 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 Chairman of the Parish Council Cllr Parker
Cllr Parker reported that a new Rector would be in situ from October 17th. He reported on a meeting with the Village Hall Management Committee. He reported at the salt bin was full of water. It was AGREED that Cllrs Parker and Mickleburgh would investigate the removal of the salt bin.
- 4.2 MBC Playground Inspection Report Clerk
The new format report was circulated. It was AGREED that the toddler swing should be replaced. Cllr Small gave his report and concurred with the findings of the MBC report. It was AGREED that the roundabout would also need to be replaced. Clerk to get catalogues and prices.
- 4.3 Councillor's Reports All Cllrs

Cllr Mickleburgh:

- Enquired as to the progress of the new bins in Stockett Lane. The clerk will follow up with MBC.
- SE Water had left spray paint on the Village Hall Car Park.

- Dog poo was being left on the public fields and several residents had complained.
- Vandalism at the MUGA. A request had been made to the VHMC for a copy of the CCTV pertaining to the incident.
- Reports of graffiti in the MUGA.
- Parish Council Communication. Cllr Mickleburgh suggested a Parish Council Facebook page. Clerk and Cllr Mickleburgh to investigate this.
- Business cards for Parish Cllrs. Clerk to investigate cost.
- Request for Hi Viz vests with logo / details for Coxheath Parish Council Volunteers

Cllr Small:

- Cars idling outside the school. Concerns for children's health and the environment.
- Clerk to contact MBC for anti-idling signs to be placed outside the school, scout Hut and Village Hall
- Suggested approaching the school to ask parents not to leave engines running whilst waiting to collect their children.

All Cllrs:

- Floral Display in the Village was magnificent. The Chairman extended his thanks to Mr David Mann for the wonderful displays.
- Double yellow lines on Heath Road vs Speed of Traffic
- Clerk to contact MBC re parking concerns, lack of double yellow lines and pavement parking

4.4 Litter Pick

Cllr Down

Cllr Down reported that the next litter pick will be the 22nd and 25th September. It was RESOLVED that the Parish Council would purchase Hi Viz Vests and other equipment needed for the litter picking. Cllr Down to confirm what supplies are needed.

5. **Minutes of the Parish Council Meeting**

It was RESOLVED that the minutes of the Parish Council Meeting held on 26th July 2022 were taken as read and confirmed as a correct record and signed by the Chairman.

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

- 6.1 Defibrillator in the Village Centre. Chairman to confer with Mr G Cook
- 6.2 Noticeboards – Fronts & Repair – Westerhill Road & The Beacons, Amsbury Road. Clerk to follow up with MBC. It was noted that this was a long-standing request.
- 6.3 Adoption of Play areas . Letter had been sent but no response from MBC. Clerk to follow up.
- 6.4 Scout Hut Car Park . Cllrs Webb and Parker to progress. Asset of Community value awaiting completion of the form by Cllrs.
- 6.5 Removal of Damaged Salt Bin . Reported under Chairman's report.

7. **Finance:**

- 7.1 To receive and authorise payments listed on the schedule (to be provided at the meeting) . It was RESOLVED to make the payments on the schedule.
- 7.2 Late Payment Request/s to be discussed for approval and payment. There were none
- 7.3 Banking Arrangements – Update.
- 7.4 Bank Reconciliation
- 7.5 To receive the draft minutes of the Finance Committee meeting 25th August 2022. The meeting had been postponed until 23rd then 26th September.
- 7.6 To consider the recommendations of the Finance Committee
- 7.7 To consider Section 106 Funding. The Clerk reported that there were significant section 106 Monies that the Parish Council had not been notified of. It was AGREED that the Finance Committee would discuss the allocation of the monies at the meeting on the 26th September.
- 7.8 To consider the option to opt out of the SAAA central external auditor appointment arrangements. It was RESOLVED that the Parish Council would not opt out.
- 7.9 To consider any late financial matters. There were none

8. **Planning:**

- 8.1 To table planning applications dealt with since last meeting:
 - 8.1.1 22/503710/FULL 2 Gresham Road Coxheath Maidstone Kent ME17 4EY
Detached garage conversion into annexe accommodation with the erection of a conservatory ancillary to the main dwelling.
- 8.2 To table decisions by Maidstone Borough Council BC since the last meeting
 - 8.2.1 22/502043/FULL 27 Westway Coxheath Maidstone Kent ME17 4EZ
Erection of a single storey front, rear and side extensions with a mezzanine floor.
MBC Application Permitted
 - 8.2.2 22/501786/FULL 3 Stockett Lane Coxheath Kent ME17 4PS

Creation of a two bedroom flat within loft space.
MBC Application Permitted

- 8.3 To receive the draft minutes of the Planning Committee Meeting 18th August 2022.
- 8.4 To receive and update on the Maidstone Local Plan Review Examination . It was reported that CPC would respond in the Stage 2 hearing sessions which will follow the Stage 1 hearing sessions when the Inspector has decided if the examination can proceed to Stage 2.
- 8.5 To table late planning matters

9. Working Groups: To receive Updates

- 9.1 Recreation & Youth Working Group
 - 9.1.1 MUGA Maintenance – Seasonal requirements to be confirmed by supplier
It was reported that the surface of the MUGA is to be cleaned every two years.
 - 9.1.2 Village Hall Field – Outdoor Gym behind the Play Area
Two new quotes had been received. A meeting was planned for the 15th September 2022.
 - 9.1.3 Football Pitch . Clerk to invoice for fees for 21-22
 - 9.1.4 Any other matters. It was reported that the surface of the sports wall should be inspected. Cllr Mickleburgh agreed to do this and report back.
- 9.2 Traffic & Community Safety Working Group
 - 9.2.1 KCC Highway Improvement Plan. Awaiting a response from KCC
 - 9.2.2 Highway Reports. None.
 - 9.2.3 Parish Portal Report. The report was received and noted.
 - 9.2.4 Any other matters. None
- 9.3 Seasonal Events Working Group
 - 9.3.1 Replacement Christmas Lights. It was RESOLVED to accept the quotation from Gala Lights for a 3 year Hire Contract.
 - 9.3.2 Replacement PA System. Ongoing
 - 9.3.3 Future projects. It was reported that the Tommy Silhouettes had been ordered and would be delivered to Cllr Webb when they were ready. It was AGREED that Cllr Webb would order the Commemorative Wreath .
- 9.4 Environmental Initiatives Group : Cllr Small reported that he no longer wished to be the lead Cllr for the group. No interest was expressed at the meeting by the other members of the group in taking over the Lead Role. The Chairman suggested if this remains the case consideration might be given to merging the Environmental Initiatives Group with the Recreation and Youth working group.
 - 9.4.1 Tree Survey – Level 2 It was RESOLVED to accept the quotation and for works to start as per the schedule.
 - 9.4.2 Trees for the Queens Jubilee. Clerk to enquire re dates for tree planting. Cllr Parker to make initial enquiries for groundworks re paths and bunds at the village green.
 - 9.4.3 Future Works – Tree planting at the Village Green update. Bartletts to advise re planting on the Village Green.

10. Correspondence:

- 10.1 To table items of late correspondence :
 - 10.1.1 KCC Budget Consultation
 - 10.1.2 Transport for the SE Survey
 - 10.1.3 KALC Local Plan Submission
- 10.2 Items circulated for information: For further information contact the Clerk
 - 10.2.1 KALC AGM – MOTIONS Deadline 23rd September 2022
 - 10.2.2 Kent's Plan Bee July 2022 Newsletter
 - 10.2.3 NALC -DEMENTIA SURVEY
 - 10.2.4 Heart of Kent Hospice's Moonlit Walk
 - 10.2.5 Household Support Fund Scam
 - 10.2.6 KCC BUDGET CONSULTATION 2023-2024
 - 10.2.7 Communication from the Coxheath Poppy Project
- 10.3 Items for discussion/action

Dates of Future Meetings: 27th September, 25th October, 29th November

There being no further business to be transacted the Chairman closed the meeting at 8:55 pm

Signed : Clive Parker

Chairman

Date: 27th September 2022