



Coxheath Parish Council

SUMMONS

To all Members of the Parish Council In accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend the **Meeting of Coxheath Parish Council on Tuesday 27th May 2023 at 7.15 p.m.**

The meeting will be held in the Small Hall Coxheath Village Hall, Stockett Lane, Maidstone ME17 4PT.

Irene Bowie

Clerk to the Council

clerk@coxheathparishcouncil.org.uk

20th June 2023.

NOTICE OF MEETING

Public Notice of the meeting has been given in accordance with schedule 12, Para 10(2) of the Local Government Act 1972. The Meeting is open to the press and public.

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 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. 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.

3. Public comments and observations. (Maximum 15 minutes)

The meeting will be adjourned to allow members of the public to speak. Individuals may speak for up to three minutes at the discretion of the Chairman.

4. Reports from external parties (if present).

Kent County Councillor, Maidstone Borough Councillor/s, Community Warden, Maidstone Borough Council Community Protection Officer.

5. Coxheath Parish Councillor Reports

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|-----|--------------------------------|---------------------------------|
| 5.1 | Chairman of the Parish Council | Cllr Parker |
| 5.2 | Playground Inspection Report | Cllr Mickleburgh |
| 5.3 | Councillor's Reports | All Cllrs |
| 5.4 | Community Litter Pick | Cllr Down |
| 5.5 | Social Media | Cllr Whitehead
Cllr Chandler |

6. Minutes of the Parish Council Meeting:

To resolve that the minutes of the Parish Council Meeting held on 30th May 2023 to be taken as read, confirmed as a correct record and signed by the Chairman.

7. Clerk's Report: (not included in other agenda items)

- 7.1 New Noticeboards
- 7.2 Adoption of Play areas and Scout Hut Car Park
- 7.3 To receive an update on request or a review of the MBC Parish Services Scheme.
- 7.4 Annual Play Area and MUGA Inspection

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7.5 Benches for Playing Fields

7.6 Play Area Surface

8. Finance:

8.1 To receive and authorise payments listed on the schedule (to be provided at the meeting)

8.2 Late Payment Request/s to be discussed for approval and payment.

8.3 Banking Arrangements – Update.

8.4 To note receipts of Income

8.5 To consider any late financial matters.

9. To receive the Annual Governance and Accountability Return (AGAR) for the financial year ended 31st March 2022

9.1 Accounts for Approval

9.2 To receive the Internal audit report:

9.3 Section1 - Annual Governance Statement: To consider and approve

9.4 Section 2 – Accounting Statements: To consider and approve

9.5 Acceptance of Annual Governance and Accountability Return (AGAR)

10. Planning:

10.1 To receive the Minutes of the Planning Committee meeting held on the 30th May 2023

10.2 To receive the decisions and recommendations from the Planning Committee Meeting 27th June 2023

11. Working Groups: To receive Updates

11.1 Recreation & Youth Working Group

11.1.1 MUGA Maintenance

11.1.2 Football Pitch

11.1.3 Sports Wall Surface

11.1.4 To receive recommendations from the Recreation and Youth Group.

11.2 Traffic & Community Safety Working Group

11.2.1 KCC Highway Improvement Plan

11.2.2 Parish Portal Report

11.2.3 To receive a progress update from KCC Highways regarding a safety review by the KCC Highway Planners of the build outs on Heath Road.

11.3 Seasonal Events Working Group

11.3.1 To receive and update on planned and future events

11.3.2 Any other matters.

11.4 Environmental Initiatives Group

11.4.1 To receive recommendations from the EIG group

12. Annual Policy Review.

13. Correspondence:

13.1 To table items of late correspondence :

13.2 Items circulated : For further information contact the Clerk

13.2.1 Update on rural policing in Kent OPCC/MS/OG/006/23

13.2.2 Parish Bin on the corner of Pembroke Road and Heath Road

13.2.3 New Neighbourhood Policing Beat Sergeant Introduction

13.2.4 Funding News for Parish Councils and Community Groups

13.2.5 Email for resident re Additional Seating in Parish Council Fields

13.2.6 D-Day 80 celebrations 6th June 2024

Meeting Dates 2023 : 25th July, 29th August, 26th September, 31st October, 28th November.



Coxheath Parish Council

**MINUTES of the PLANNING COMMITTEE MEETING
held in the Parish Council Office Coxheath Village Hall
6.45 pm 30th May 2023**

Present: R Webb, Darren Carpenter, K Woollven, Gavin Crickett.

Also Present : I Bowie (Clerk) .

PRIOR TO THE START OF THE MAIN MEETING:

Representations from the public will be taken for a period of up to fifteen minutes before the opening of the formal meeting. Individuals may speak for up to three minutes, on agenda items, at the discretion of the Chairman. The minute book will be closed. There were no members of the public present.

- 1. To elect a Chairman.** It was **RESOLVED** that Councillor Webb was elected as Chairman.

Apologies and absences:

Members who cannot attend a meeting shall 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. There were none.

- 2. To Receive Declarations of Interest and Dispensations:**

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. To consider any Dispensation requests received by the Parish Clerk and not previously considered. There were none.

- 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:** There were none.

- 4. Minutes of the Planning Committee Meeting on the 25th April 2023.** It was **RESOLVED** that the minutes of the Parish Council Meeting held on 25th April 2023 were taken as read and confirmed as a correct record and signed by the Chairman.

- 5. Clerk and Councillors Reports:** Councillor Webb gave an update on his presentation at the Hearing Sessions of the Maidstone Local Plan. He reported that he had raised objections to Coxheath becoming a rural service centre.

- 6. Planning Applications:**

6.1 To table planning applications for consideration:

- 6.1.1 23/502283/FULL 9 Gresham Road Coxheath Maidstone Kent ME17 4EY**

Erection of a single storey rear extension and changes to fenestration.
CPC No Objection

- 6.1.2 23/502199/FULL 24 Cricketers Way Coxheath Kent ME17 4FG**

Erection of a single storey side extension with pitched roof to match existing.
CPC No Objection

- 6.2 To table planning applications dealt with since last meeting.** There were none

- 6.3 To table decisions by Maidstone Borough Council (MBC) since the last meeting.**

- 6.3.1 21/502852/FULL Forstal Farm Stockett Lane Coxheath Kent ME15 6HA**

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Change of use of 3no. static caravans from seasonal use by agricultural workers to holiday lets, to be used in connection with the existing holiday let business approved under MA/13/1607.

Application Refused

6.3.2 23/501030/FULL 16 South Crescent Coxheath Maidstone Kent ME17 4QB

Garage Conversion into a habitable space and erection of a single storey front extension. extension of existing driveway and dropped kerb.

Application Permitted

6.3.3 23/500628/FULL Amsbury House Amsbury Road Hunton Maidstone Kent ME15 0QH

Erection of a new timber garage.

Application Permitted

7. To table late planning applications and other planning matters received for consideration:

7.1.1 23/501304/FULL Coxheath County Primary School Stockett Lane Coxheath Maidstone Kent ME17 4PS

Install an all-weather pitch / play surface (MUGA) on part of the existing field to provide an outdoor area that can be used for both playtimes and PE. Siting of a decommissioned double-decker bus to be used as learning room classroom (Retrospective).

CPC No Objection

8. Agenda items for the next meeting:

Date of Next Meeting (Please note meetings may be cancelled if not required) 27th June 2023

Signed :

Chairman:

Date:

