



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 a meeting of Coxheath Parish Council on Tuesday 25th April 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 April 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 Simon Webb,
Borough Councillors Richard Webb, Lottie Parfitt-Reid and/or Simon Webb,
Community Warden Owen Moemken
Community Protection Officer MBC Community Protection Team Laura Bullen if present.
- 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 | 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 28th February 2023 to be taken as read and 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.

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 receive the Bank Reconciliation
- 8.6 To consider any late financial matters.

9. Planning:

- 9.1 To receive the Minutes of the Planning Committee Meeting 28th March 2023 Appendix 1
- 9.2 To receive the Agenda of the planning Committee meeting held on the 25th April 2023 Appendix 2
- 9.3 To table late planning matters:

10. Working Groups: To receive Updates

- 10.1 Recreation & Youth Working Group
 - 10.1.1 MUGA Maintenance
 - 10.1.2 Village Hall Field - Outdoor Gym behind the Play Area
 - 10.1.3 Football Pitch
 - 10.1.4 Play Area and MUGA Inspections from April 2023
 - 10.1.5 Sports Wall Surface
 - 10.1.6 Benches for Playing Fields
 - 10.1.7 Any other matters
- 10.2 Traffic & Community Safety Working Group
 - 10.2.1 KCC Highway Improvement Plan
 - 10.2.2 Parish Portal Report
- 10.3 Seasonal Events Working Group
 - 10.3.1 To consider events and budget for the Coronation of His Majesty King Charles III
 - 10.3.3 Future projects
- 10.4 Environmental Initiatives Group
 - 10.4.1 Tree Survey – Level 2
 - 10.4.2 To receive recommendations from the EIG group
 - 10.4.3 Future Works – Tree planting at the Village Green update
 - 10.4.4 Anti-Idling Signs

11. To receive and consider a Social Media Policy .

12. Correspondence:

- 12.1 To table items of late correspondence :
- 12.2 Items circulated for information: For further information contact the Clerk
 - 12.2.1
 - 12.2.2
 - 12.2.3
 - 12.2.4
- 12.3 Items for discussion/action
 - 12.3.1
 - 12.3.2

Meeting Dates 2023 : **25th April, 30th May Annual Meeting of the Parish Council, 27th June, 25th July, 29th August, 26th September, 31st October, 28th November.**
Annual Meeting of the Parish 23rd May 2023



Coxheath Parish Council Planning Committee Meeting

MINUTES of the PLANNING COMMITTEE MEETING held in the Small Hall Coxheath Village Hall 6.30 pm 28th March 2023

Present: Cllrs V Page (Chairman); R Webb, K Woollven

Also Present : I Bowie (Clerk) .

PRIOR TO THE START OF THE MAIN MEETING:

Representations from the 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, on agenda items, at the discretion of the Chairman. The minute book will be closed. *There were no members of the public present.*

1. 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. Apologies were received and the reasons given accepted from Cllrs Crickett and Carpenter.

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 24th January 2023

It was RESOLVED that the minutes of the Parish Council Meeting held on 24th January 2023 were taken as read and confirmed as a correct record and signed by the Chairman.

5. Clerk and Councillors Reports:

6 Planning Applications:

6.1 To table planning applications for consideration:

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. 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 23/500325/FULL 5 Chaffinch Drive Coxheath Maidstone Kent ME17 4FF

Erection of a single storey rear/side wrap-around extension.

Application Permitted

6.3.2 23/500167/FULL 8 Pippin Close Coxheath Maidstone Kent ME17 4DS

Erection of a single storey side extension and creation of additional parking area.

Application Permitted

6.3.3 23/500113/FULL 6 Westerhill Road Coxheath Kent ME17 4DG

Demolition of converted garage and erection of enlarged veterinary surgery with staff accommodation.

Application Refused

6.3.4 22/505836/FULL 23 Linden Road Coxheath Maidstone Kent ME17 4QS

Erection of single storey side and rear extension and front porch extension.

Application Permitted

7. To table late planning applications and other planning matters received for consideration: There were none

8. MBC Gypsy, Traveller and Travelling Showpeople DPD Regulation 18a Deadline – 5.00pm, Monday, 17th April It was AGREED that Cllr Webb would draft the parish council response. It was RESOLVED to support the Regulation 18a consultation on Gypsy, Traveller and Showpeople DPD draft response from the Coordinating team at Maidstone KALC.

9. MBC Gypsy, Traveller and Travelling Showpeople Call for Sites. This was noted.

10. Agenda items for the next meeting:

Date of Next Meeting (Please note meetings may be cancelled if not required) 25th April 2023

Signed :

Chairman



Coxheath Parish Council Planning Committee Meeting

AGENDA

Members are hereby summoned, and notice is given that the next meeting of the Parish Council Planning Committee will be held on Tuesday 25th March at 6:45 pm in the Parish Council Office in the Village Hall

Irene Bowie

Clerk to Coxheath Parish Council

20th April 2023

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

- meeting papers will not be provided;
- Please do not attend if you have any symptoms that may be due to Covid

PRIOR TO THE START OF THE MAIN MEETING:

Representations from the 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, on agenda items, at the discretion of the Chairman. The minute book will be closed.

AGENDA

- 1. Apologies and absences:**
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- 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.
- 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:
- 4. Minutes of the Planning Committee Meeting on the 28th March 2023**
To consider the minutes and if in order sign as a true record.
- 5. Clerk and Councillors Reports:**
- 6. Planning Applications:**
 - 6.1 To table planning applications for consideration:**
 - 6.1.1 23/501427/FULL 6 Westerhill Road Coxheath Kent ME17 4DG**
Demolition of cold store/laundry and mortuary building and erection of a single storey rear extension to veterinary surgery with staff accommodation (resubmission of 23/500113/FULL).
<https://pa.midkent.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RRT6ZKTYLV900>
 - 6.1.2 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).

<https://pa.midkent.gov.uk/online->

[applications/applicationDetails.do?activeTab=documents&keyVal=RRI2WNTYKP200](https://pa.midkent.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RRI2WNTYKP200)

6.2 To table planning applications dealt with since last meeting:

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

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

8. Agenda items for the next meeting:

Date of Next Meeting (Please note meetings may be cancelled if not required) 30th May 2023