



# Coxheath Parish Council

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 25<sup>th</sup> October 2022 Village Hall commencing at 7.15 pm**

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

## **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

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

## **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.
- 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. Reports**

- |     |                                |             |
|-----|--------------------------------|-------------|
| 4.1 | Chairman of the Parish Council | Cllr Parker |
| 4.2 | Playground Inspection Report   | Cllr Small  |
| 4.3 | Councillor's Reports           | All Cllrs   |
| 4.4 | Litter Pick                    | Cllr Down   |

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

To resolve that the minutes of the Parish Council Meeting held on 27<sup>th</sup> September 2022 to be 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
- 6.2 New Noticeboards
- 6.3 Adoption of Play areas and Scout Hut Car Park

### **7. Finance:**

- 7.1 To receive and authorise payments listed on the schedule (to be provided at the meeting)
- 7.2 Late Payment Request/s to be discussed for approval and payment.
- 7.3 Banking Arrangements – Update.
- 7.4 Bank Reconciliation
- 7.5 To receive and conder a Grant Application request from the Village Hall Committee
- 7.6 To consider any late financial matters

- 8. Planning:**
- 8.1 To table planning applications dealt with since last meeting:
- 8.1.1 *22/504409/FULL 1 Orchard Close Coxheath Kent ME17 4HE*  
Demolition of existing garage and erection of a single storey rear extension and conservatory. Creation of a new vehicle access, driveway and erection of a brick boundary wall. **CPC No Objection**
- 22/504549/FULL 12 Stockett Lane Coxheath Kent ME17 4PS*  
Erection of single storey rear extension and alterations to fenestration on the front elevation. **CPC No Objection**
- 22/504320/FULL 64 Pembroke Road Coxheath Maidstone Kent ME17 4QL*  
Demolition of existing shed and replace with the erection of a wooden shed (Retrospective). **CPC No Objection**
- 8.2 To table decisions by Maidstone Borough Council since the last meeting.
- 8.2.1 *22/503710/FULL 2 Gresham Road Coxheath Maidstone Kent ME17 4EY*  
Proposal Detached garage conversion into annexe accommodation with the erection of a conservatory ancillary to the main dwelling.  
**Application Permitted**
- 8.3 To table late planning matters:
- 9. Working Groups: To receive Updates**
- 9.1 Recreation & Youth Working Group
- 9.1.1 MUGA Maintenance
- 9.1.2 Village Hall Field - Outdoor Gym behind the Play Area
- 9.1.3 Football Pitch
- 9.1.4 Play Area and MUGA Inspections from April 2023
- 9.1.4 Any other matters
- 9.2 Traffic & Community Safety Working Group
- 9.2.1 KCC Highway Improvement Plan
- 9.2.2 Parish Portal Report
- 9.2.3 Any other matters
- 9.3 Seasonal Events Working Group
- 9.3.1 Replacement Christmas Lights
- 9.3.2 Future projects
- 9.4 Environmental Initiatives Group
- 9.4.1 Tree Survey – Level 2
- 9.4.2 Trees for the Queens Jubilee
- 9.4.3 Future Works – Tree planting at the Village Green update
- 10. Correspondence:**
- 10.1 To table items of late correspondence :
- 10.2 Items circulated for information: For further information contact the Clerk
- 10.2.1 KALC ANNUAL GENERAL MEETING - SATURDAY 19TH NOVEMBER 2022
- 10.2.2 Police & Crime Commissioner's Annual Policing Survey 2022
- 10.2.3 Draft Minutes of Maidstone KALC Meeting on 26.9.2022
- 10.2.4 Rural England Prosperity Fund
- 10.2.5 KCC ENVIRONMENT BRIEFING
- 10.2.6 TREE MAINTENANCE AND RISK MANAGEMENT GUIDANCE
- 10.3 Items for discussion/action
- 11. To Agree meeting dates for 2023**

**Dates of Future Meetings:** 29th November

*Irene Bowie*

Clerk to the Parish Council

Email: [clerk@Coxheathparishcouncil.org.uk](mailto:clerk@Coxheathparishcouncil.org.uk)

19<sup>th</sup> October 2022