



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 26th September 2023 at 7.15 p.m.**

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

Irene Bowie

Clerk to the Council

clerk@coxheathparishcouncil.org.uk

19th September 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. CO OPTION of Parish Councillor/s: To consider candidates for co-option.

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. The Minute Book will be closed.

4. Reports from external parties (if present).

Kent County Councillor, Maidstone Borough Councillors, Police, 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 Parker |
| 5.3 | Councillor's Reports | All Cllrs |
| 5.4 | Community Litter Pick | Cllr Down |
| 5.5 | Social Media | Clerk |
| 5.6 | Kent Association of Local Councils (KALC) | Cllr Small |

6. Minutes of the Parish Council Meeting:

To resolve that the minutes of the Parish Council Meeting held on 29th August 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)

- 6.1 New Noticeboard.
- 6.2 Adoption of Play areas and Scout Hut Car Park
- 6.3 To receive an update on request or a review of the MBC Parish Services Scheme.
- 6.4 Benches for Playing Fields

- 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. Planning:**
 - 9.1 To receive the Minutes of the Planning Committee meeting held on the 29th August 2023. Appendix 1
 - 9.2 To receive the decisions and recommendations from the Planning Committee Meeting 26th September 2023.
- 10. Working Groups: To receive Updates**
 - 10.1 To receive and consider a Working Group Protocol.
 - 10.2 To review the membership of each working group.
 - 10.3 **Recreation & Youth Working Group**
 - 10.3.1 Play Area, Outdoor Gym and MUGA Inspection Report
 - 10.3.4 To receive recommendations from the Working Group.
 - 10.4 **Traffic & Community Safety Working Group**
 - 10.4.1 KCC Highway Improvement Plan
 - 10.4.2 Parish Portal Report
 - 10.4.3 To receive recommendations from the Working Group.
 - 10.5 **Seasonal Events Working Group**
 - 10.5.1 To receive an update on planned and future events
 - 10.5.2 To receive recommendations from the Working Group.
 - 10.6 **Environmental Initiatives Group**
 - 10.6.1 To receive recommendations from the EIG group
- 11. Correspondence:**
 - 11.1 To table items of late correspondence :
 - 11.2 Items circulated : For further information contact the Clerk
 - 11.2.1 Connect your community to the Slow Ways national walking network
 - 11.2.2 230914 AED Defibrillator Aftercare Report - Coxheath Scout Hut
 - 11.2.3 Maidstone KALC Committee Meeting - Monday, 25 September 2023
 - 11.2.4 GUIDE TO TAKING PART IN D-DAY 80 - 6TH JUNE 2024
 - 11.2.5 Spreading the word about free training! – East Malling Short Courses
- 12. To agree the meeting dates for 2024**
- 13. Consideration of items to be taken in private (Exclusion of Public and Press):**

There are only a few reasons as to why, legally, the public and press can be excluded from a meeting. The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies." It is generally considered acceptable to exclude the press and public if the agenda item relates to the consideration of tenders, leases, purchases of assets, for matters relating to staffing covered by the Data Protection Act and to consider complaints against the council or a code of conduct complaint.

 - 13.1 To receive and consider quotations for:
 - 13.1.1 Installation of Noticeboards and Benches.
 - 13.1.2 Improvements to the surface of the sports wall
 - 13.1.3 Beacons Field Land Clearance

Meeting Dates 2023 :

FULL COUNCIL : 31st October, 28th November

PLANNING COMMITTEE: 6.45 pm prior to the Full Council Meetings listed above. *Please note that Planning Committee meetings may be cancelled if not required.*

FINANCE COMMITTEE : 7.00 pm 16th November



Coxheath Parish Council

MINUTES of the PLANNING COMMITTEE MEETING held in the Parish Council Office Coxheath Village Hall 6.45 pm 29th August 2023

Present: R Webb (Chairman), D Carpenter, G Crickett, K Woollven
Also present: I Bowie (Clerk) .

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. 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 July 2023

RESOLVED: That the minutes of the Planning Committee meeting on the 25th July 2023 were taken as read and confirmed as a correct record and signed by the Chairman

5. Clerk and Councillors Reports:

CLlr Webb reported that the Planning Inspectorate had commented that 85 homes on Beacon Park will be in the Local Plan. Reference LPRSA312.

6. Planning Applications:

6.1 To table planning applications for consideration:

6.1.1 23/503783/FULL Land Rear Of Blossom Lodge Stockett Lane East Farleigh Kent ME15 0QG

Change of use of existing caravan site to land for the siting of 14no. static caravan pitches for Gypsy and Traveller use and erection of a single storey facility block.

CPC: No comment, defer to MBC Planning) Request that the planning officer consider a condition that no further pitches can be added to the site in the future.

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

Erection of a single storey rear extension and changes to fenestration.

Application Permitted

6.3.2 23/502538/LAWPRO 4 Adam Close Coxheath Kent ME17 4QU

Lawful Development Certificate for proposed single-storey rear extension and garage conversion.

Application Refused

6.3.3 23/502335/SUB 146 Heath Road Coxheath Kent ME17 4PL
Submission of details to discharge condition 7 (Parts 1, 2 and 3) - Contamination, Subject to 20/502698/FULL
Decision Split - Part Allowed/Part Refused

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

7.1.1 23/503710/FULL 10 Murdoch Chase Coxheath Maidstone Kent ME17 4AA
Erection of single storey side extension.
CPC No Objection

8. To receive correspondence:

It was AGREED to add the Material Planning Considerations check list to the website.
The Clerk reported on a complaint from a resident regarding planning application 23/502199 24 Cricketers Close. It was AGREED that the Parish Council is a consultee and only comments on material planning matters. Maidstone Borough Council is the Planning Authority and decides if an application is approved or refused.

9. Agenda items for the next meeting:

Date of Next Meeting 26th September 2023. Please note meetings may be cancelled if not required.

Signed :

Chairman

Date: