

ULCOMBE PARISH COUNCIL

Minutes of the Meeting held on Thursday 27th August 2020 at 7.15 pm

This meeting was held via Zoom under The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings)(England) Regulations 2020 in force to allow local authorities to conduct meetings remotely.

Present: Cllrs F Kenward (Chairman); R Robinson; M Lovegrove; P Titchener; I Moir; M Lingwood; B Stacey
Also present: I Bowie (Clerk)

PRIOR TO THE START OF THE MEETING:

To discuss, for a maximum of fifteen minutes, questions received by email from members of the public. The minute book will be closed.

1. To adopt the amendment to the PC Standing Orders in line with Government Regulations:

It was RESOLVED to adopt the amendment to Standing Orders.

2. Ratification of decisions taken under delegated powers HCID: Appendix A

It was RESOLVED to ratify the following decisions taken by the parish council under delegated powers HCID policy.

- 2.1 To adopt the HCID Policy
- 2.2 Schedule of payments 5th June 2020
- 2.2 Schedule of Payments 24th July 2020
- 2.3 To hold over the Annual Meeting and Offices until May 2021
- 2.4 New Parish Council website
- 2.5 Re-opening of the Play area
- 2.6 Recreation ground all matters and costs associated with legal eviction.
- 2.7 Planning applications on summaries : 29th April 2020; 6th July ; 22nd July

3. Apologies, Declarations of Interest and Dispensations:

3.1 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 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 also received from KCC Cllr S Prendergast; MBC Cllr Round; MBC Cllr Chappell-Tay

3.2 Declaration of Changes to the Register of Interests. There were none

3.3 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.

There were none

3.4 Requests for Dispensations. There were none

3.5 Declarations of Lobbying. There were none

3.6 Recording of the Meeting

Legislation allows for meetings to be recorded by anyone attending. Persons who have concerns about being recorded should please speak to the Clerk. There were no recordings made.

4. 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.

5. Minutes of the Parish Council Meeting:

To resolve that the minutes of the Parish Council Meetings held on 6th February 2020 to be taken as read, confirmed as a correct record and signed by the Chairman.

It was RESOLVED that the minutes were confirmed as a correct record and signed by the Chairman.

Subject to the following amendment: 12.1 It was AGREED that the Clerk would collate the information online, for the April meeting, and that all hard copies received would be disposed of.

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

It was reported that the working party for the village planters had reviewed the sites and a planter

had been built. It was AGREED that the Clerk would apply for a KCC Members grant to assist with the funding of additional planters.

7. Parish Clerks Report of action taken on any urgent item(s) : There were none

8. Highways

8.1 Lenham Road : It was reported that KCC Highways were progressing this matter.

8.2 Highways Improvement Plan: It was AGREED that Cllr's would give thought to any additional areas of concern.

8.3 To receive parish portal report:

8.4 To consider any other Highways matters:

9. To receive reports from :

9.1 Chairman Ulcombe Parish Council Cllr Kenward
The Chairman reported that a meeting with Helen Whately and members of the MBC Planning team had been rescheduled to October.

9.2 District Councillor MBC Cllr Chappell-Tay

9.3 Kent County Councillor KCC Cllr Prendergast

9.4 Footpath Warden Report R. Banham

9.5 Police and Crime Report PCSO Boyd

Cllr Kenward gave the Police Report.

9.6 Community Warden Report D Riach-Brown

10. Planning:

10.1 To receive an update on any outstanding planning applications and results.

20/503075/PNEXT Eden Lodge Pye Corner ME17 1ED Prior Approval Not Required

20/502782/SUB Hill Farm Barn Lenham Road ME17 1LT Approved

20/502757/FULL The Red House Chapmans Place ME17 1GB Refused

20/502624/PNQCLA Barn At Knowle Game Farm Knowle Hill ME17 1ES Prior Approval Granted

20/502170/FULL Boy Court Farm House Boy Court Lane TN27 9LA Refused

20/501953/PNPA Church Farm Ulcombe Hill Ulcombe Kent Prior Approval Granted

19/506142/SUB Hill Farm Barn Lenham Road Ulcombe ME17 1LT Approved

10.2 To planning applications received for consideration:

10.2.1 20/503329/FULL Orchard House The Street Ulcombe Maidstone Kent ME17 1DR
Erection of a new dwelling to replace previously approved dwelling of implemented application MA/06/0609.
UPC No Objection

10.2.2 20/503142/FULL Vine Cottage Pye Corner Ulcombe ME17 1EF
Demolition of existing chalet bungalow, garage and 2no. outbuildings, removal of 2no. stationed units and the erection of 1no. four bedroom, part single/part two storey dwelling with associated carport, cycle store and landscaping (Resubmission of 18/503313/FULL).
UPC No Objection

10.2.3 20/502908/FULL The Old Apple Store Pye Corner ME17 1EH
Conversion and extension of existing building to provide single dwelling with alterations to roof, insertion of front solar tiles and creation of basement (alterations to previously approved: 18/500762/FULL).
UPC No Objection

10.3 To receive late planning applications and other late planning matters. There were none

11. Finance:

11.1 To note receipts of Income

11.2 The Council RESOLVED for the accounts listed on the schedule to be paid

11.3 To confirm bank reconciliation

The bank reconciliation was presented and agreed.

11.4 Annual Governance and Accountability Return (AGAR) 2019/20

The 2019/20 AGAR and supporting documents had been circulated to Councillors.

11.5 Certificate of Exemption

It was RESOLVED that the Chairman would sign the Certificate of Exemption

11.6 Internal audit report

The Annual Internal Audit Report 2019/20, signed by the internal auditor on the 20th August 2020, was received and accepted.

11.7 Accounts to be approved and signed

The Clerk/RFO presented the statement of audited accounts which were accepted. It was RESOLVED that the statement of audited accounts was signed by Chairman

11.8 Annual governance statement.

The parish council considered and approved the Annual Governance Statement for the year ending March 2020. It was RESOLVED that the Chairman and the Clerk signed the Annual Governance

11.9 Acceptance of Annual Governance and Accountability Return (AGAR)

The parish council considered and approved: the bank reconciliation; explanation of variances, explanation of reserves and asset register. The parish council RESOLVED to accept the Annual Governance and Accountability Return (AGAR) for the year ending March 2020.

12. Recreation Play Area/Car Park:

12.1 To receive the Monthly Inspection Report from Maidstone Borough Council/ parish council and to consider any actions to be taken.

12.2 To nominate a Councillor to undertake recreation ground inspection for the period

12.3 To receive an update from the Recreation Committee

The parish council wished to thank all residents who supported and helped with the erection of the new barriers to the car park. Particular thanks to Richard Simms and Sean Charlton

12.3.1 To receive an update on proposed expenditure

It was RESOLVED that the following expenditure would be incurred:
£360 + VAT for an additional crosspiece to complete the new car park barrier
£100 + Vat and fitting for a key safe for the barrier padlock keys

12.3.2 To consider additional items of expenditure

It was RESOLVED that authority would be delegated to the Chairman to arrange for: the cess pit to be emptied; an external tap to be fitted on the side of the village hall; a power socket to be installed near the defibrillator; the removal of two silver birch trees; dredging of the ditch and cutting of the hedges.

12.4 To agree the TOR for the Recreation Committee

It was RESOLVED to accept the TOR for the Recreation Committee.

13. Village Litter Pick: It was noted that this had been cancelled until further notice

14. New Website; PC Emails; PC P.O Address

It was AGREED that the Clerk would continue to work with Web and Bass via the Hugo Fox Website to set up the new UPC website. It was RESOLVED that the Clerk would set up dedicated PC emails with 123 Reg or 1+1 lonos. It was RESOLVED that the Clerk would set up a dedicated PO Address for the Parish Council via Royal Mail. It was AGREED that the Clerk would investigate a PC telephone number.

15. MBC Call for Sites:

It was RESOLVED that the survey results from the parish council consultation would be posted onto the new website.

There being no further business to transact the meeting closed at 20:38 pm

Signed : *Fiona Kenward*

Chairman

Date: 15th October 2020