



ULCOMBE PARISH COUNCIL

Minutes of the Meeting of Ulcombe Parish Council held on Thursday 29th June 2023 at 7.15 p.m. in Ulcombe Village Hall Headcorn Rd, Maidstone ME17 1EB

Present: Parish Cllrs R Robinson (Chairman): S Charlton, A Diamond, M Lingwood, I Moir, P Titchener.
Also present: I Bowie (Clerk).

1. Apologies, Declarations of Interest and Dispensations:

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 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 reason given, accepted by members from Councillor Easton.

1.2 **Declaration of Changes to the Register of Interests.** There were none.

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.**

Councillor Charlton declared a pecuniary interest in agenda item 9.1.1

Councillor Robinson declared an interest in agenda item 9.2.2

1.4 **Requests for Dispensations.** There were none.

1.5 **Declarations of Lobbying.** There were none.

1.6 **Declarations of Intention to Record.**

2. 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. There were no members of the public present.

3. Reports from external parties (if present).

Reports from County Councillor, Borough Councillor, Community Warden and Police Representatives if present. MBC Cllr Trzebinski sent his apologies. It was noted that he had stepped down from the MBC Planning Committee.

4. To receive reports from:

4.1 Chairman Ulcombe Parish Council Cllr Robinson

The Chairman agreed to contact the new Beat Officer and invite him to attend Parish Council Meetings.

4.2 Ulcombe Community Flood Group Cllr Lingwood

Councillor Lingwood reported that there were no outstanding actions. It was AGREED that future reports would be by exception only.

4.3 Parish Clerk (on matters not included in other agenda items) Irene Bowie

5. Minutes of the Parish Council Meeting:

RESOLVED: That the minutes of the Parish Council Meeting held on the 4th May 2023 were taken as read and confirmed as a correct record and signed by the Chairman.

6. Finance:

6.1 To note receipts of Income 2023/24

6.2 To authorise payments on the schedule (to be provided at the meeting):

6.3 To consider any late financial matters. There were none.

6.4 Banking Update

6.4.1 Update NatWest Authorised Signatories. Cllr Robinson and Titchener had updated the banking mandate.

- 6.4.2 Unity Bank Application. To progress when the NatWest Banking Signatories had been updated.
7. **To receive the Annual Governance and Accountability Return (AGAR) for the financial year ended 31st March 2023**
- 7.1 Accounts for Approval.
RESOLVED: To accept and approve the 2022/23 accounts.
- 7.2 To receive and note the Annual Internal Audit Report.
RESOLVED: That the Internal Auditors Report was noted and agreed.
- 7.3 To receive and approve the Annual Governance Statement (Section 1)
RESOLVED: That the Chairman and the Clerk signed the Accounting Statement.
- 7.4 To receive and approve the AGAR Accounting Statements (Section 2)
RESOLVED: that the Chairman and the Clerk signed the Accounting Statement.
- 7.5 To receive and approve the AGAR for 2023/24
Acceptance of Annual Governance and Accountability Return (AGAR).
RESOLVED:
1. To accept the Annual Governance and Accountability Return for 2022/23.
2. To set the dates for the Exercise of Public Rights as 3rd July to 11th August 2023.
8. **Highways:**
- 8.1 Highways Improvement Plan. To be agreed at the September meeting.
- 8.2 To receive the parish portal report: Received and Noted.
- 8.3 To consider any other Highways matters
9. **Planning:**
- 9.1 To consider the following applications:
- 9.1.1 **23/502366/FULL Hill Farm Lenham Road Ulcombe Maidstone Kent ME17 1LT**
Stationing and the over winter storage and limited occupation of 19 No. seasonal, general agricultural workers and security caravans and associated development (Retrospective).
Councillor Charlton having declared a pecuniary interest left the room and did not vote not comment.
UPC No Objection by majority vote (4 no objection: 1 Objection)
- 9.1.2 **23/502784/PNQCLA Barn At Knowle Game Farm Knowle Hill Ulcombe Kent ME17 1ES**
Prior notification for the change of use of barn to 1no. dwelling and associated operation development. For its prior approval to: - Transport and Highways impacts of the development. - Noise impacts of the development. - Contamination risks on the site. - Flooding risks on the site. - Whether the location or siting of the building makes it otherwise impractical or undesirable for the use of the building to change from agricultural use to C3 (dwellinghouses). - Design and external appearance impacts on the building. - Provision of adequate natural light in all habitable rooms of the dwellinghouses.
UPC No Objection by majority . (4 no objection: 2 objection)
- 9.1.3 **23/502651/FULL College Farm Ulcombe Hill Ulcombe Maidstone Kent ME17 1DJ**
Demolition of garage/store and workshop and removal of portacabin. Erection of residential annexe.
UPC No Objection
- 9.1.4 **Planning Inspectorate APP/U2235/W/23/3314552: The Oaklands, Lenham Road, TN27 9LE**
Demolition of existing day room and erection of replacement day room.
UPC Objection.
- 9.2 To table and validate planning applications dealt with since last meeting :

- 9.2.1 **23/502020/FULL The Oscars Lenham Road Kingswood Maidstone Kent ME17 1LX**
Removal of 2no. rear hipped dormer roofs and replace with a flat roof. Removal of 2no. rear first floor windows. UPC No Objection (by majority)
- 9.2.2 **23/502100/FULL Kings Oak Farm Crumps Lane Ulcombe Kent ME17 1EU**
Part conversion of existing barn and erection of single storey side extension to create visitors centre (resubmission of 21/501538/FULL).
UPC Objection.
(Councillor Robinson, having declared an interest, did not discuss nor vote on the application).
- 9.3 To table decisions by Maidstone Borough Council (DDC) since the last meeting.
 - 9.3.1 **23/500381/FULL Land Adjacent To The Hawthorns Pye Corner Ulcombe Kent ME17 1EF**
Change of use of the land for the stationing of one static mobile, one touring caravan and one day room for Gypsy / Traveller occupation. Associated hard and soft landscaping (Part retrospective).
Application Permitted
 - 9.3.2 **23/501426/FULL The Willows Headcorn Road Ulcombe Kent ME17 1HD**
Demolition of existing conservatory and erection of single storey rear extension including rooflight. (Re-submission of planning application 22/505101/FULL).
Application Permitted
 - 9.3.3 **22/500745/FULL Church Farm Ulcombe Hill Ulcombe Kent ME17 1DN**
Change of use, partial demolition and external alterations, including re-cladding and roofing of 2no. Industrial, agricultural and horticultural buildings to create 8no. residential dwellings and ancillary storage space for Orchard House, with associated parking and access, and change of use of land to the north of the former 'cold store' from agricultural to residential garden. Demolition of existing outbuilding and partial demolition of existing Dutch Barn.
Application Permitted
- 9.4 To consider any late planning matters. There were none.
- 10. Recreation Play Area/Car Park:**
 - 10.1 To consider inspections for Play Area.
RESOLVED: Clerk to obtain quotes.
 - 10.2 To consider the replacement of the roundabout and see saw.
RESOLVED: To obtain quotations to replace the see saw and roundabout.
 - 10.3 To consider matters pertaining to the Village Hall.
 - 10.3.1 To discuss the Village Hall Lease.
Clerk to arrange meeting with ASB Law to discuss the Village Hall Lease.
 - 10.3.2 Any other matters pertaining to the Village Hall.
There were no other matters.
 - Councillor Moir gave his apologies and left the meeting.
 - 10.4 To receive and consider any other matter pertaining to the recreation ground/car park.
It was AGREED that the Clerk would establish if there were any covenants on the Recreation Ground.
- 11. SE Water- Recent drinking water supply shortages.**
AGREED: The Clerk would write to SE Water to request compensation for the community following the recent water outages and shortages.
- 12. Correspondence:**
 - 12.1.1 To Table Items of Late Correspondence:
 - 12.2.2 To Table items circulated:
 - 12.2.1 Headcorn Neighbourhood Plan - Regulation 14 - Consultation
 - 12.2.2 An Open Letter from our CEO, David Hinton, SE Water
 - 12.2.3 D-Day 80 celebrations

- 12.2.4 KALC Maidstone Agenda 26th June 2023
- 12.2.5 KCC Community Protection 16 June Scam Alerts
- 12.2.6 Kent Police List of contacts for Parish Councils

All correspondence was noted.

13. To consider D-Day 80 celebrations 6th June 2024.

Chairman to discuss with the Chairman of the Village Hall Management Committee

14. Agenda Items for the next meeting .

15. 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.

There were no matters to be discussed.

Dates of future meetings. 7th September 2023, 2nd November 2023

There being no further business to be transacted the meeting was closed at 9:15 pm.

Signed:

Chairman

Date