

ULCOMBE PARISH COUNCIL



Minutes of the Meeting held on Thursday 9th January 2020 at 7.15pm at the Village Hall, Ulcombe.

Present:

CLLrs: F Kenward (Chairman); M Lingwood; R Robinson; M Lovegrove; I Moir; P Titchener.

Also present : Irene Bowie (Clerk), 4 members of the public

Cllr Kenward opened the meeting and read the statement on filming and recording during the meeting

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 from: Cllr's I Moir ; B Stacey; KCC Cllr Prendergast; MBC Cllr Round; MBC Cllr Chappell-Tay;

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.
There were none.

1.4 Requests for Dispensations. Cllr Lingwood was granted a dispensation by the Clerk, until 6th May 2020. The dispensations were granted for two reasons: (i). It is in the interests of persons living in the parish council area. (ii). Without the dispensation the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of the business.

1.5 Declarations of Lobbying. Cllr Titchener declared that he had been lobbied by members of the public regarding agenda item 19.

1.6 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.

Cllr Titchener and the Clerk confirmed they were recording the meeting.

2. Public Session (meeting adjourned – minute book closed)

Meetings of the Parish Council are not public meetings, but members of the public have a statutory right to attend meetings of the council as observers. They have no legal right to speak unless the Parish Council Chairman authorises them to do so. Members of the public may not take part in the Parish Council meeting itself.

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.

It was RESOLVED that all matters pertaining to Little Willows would be taken in private and that the press and public would be excluded.

4. Minutes of the Parish Council Meeting :

To resolve that the minutes of the Parish Council Meeting held on 5th December 2019 to be taken as read, confirmed as a correct record and signed by the Chairman.

It was RESOLVED that the minutes were taken as read and confirmed as a correct record and signed by the Chairman. Proposed by Cllr Robinson , seconded by Cllr Lovegrove and agreed by all.

- 5. Matters arising from the minutes (not included in other agenda items)**
- 5.1 Village Hall Wi-Fi - It was AGREED that to defer to the February meeting.
- 5.2 Defibrillator Training - Cllr Kenward reported that the defibrillator training was scheduled for the end of February 2020.
- 5.3 Village Planters - It was AGREED that following a 'walk around the village' the sites for the planters would be considered.
- 5.4 It was agreed that the Clerk would invite the footpath warden to the next meeting.
- 6. Parish Clerks Report of action taken on any urgent item(s).**
- 6.1 Parish Services Scheme Grant– Reporting to MBC
It was AGREED that the parish council would, starting with the 2020/21 financial year, keep a separate record of the allocation of the Parish Services Grant. The Clerk informed the parish council that MBC had confirmed that they would not request this for the preceding years.
- 7. Highways Improvement Plan (HIP):**
- 7.1 Lenham Road – 30mph Speed Limit
- 7.1.1 To note that the traffic survey results were received. It was noted KCC Highways estimate the cost of extending the 30mph speed limit would be approximately £4000
It was RESOLVED to accept the estimate and proceed with an informal consultation with residents as requested by KCC Highways.
To consider an Informal Consultation with residents It was AGREED to notify with residents via the parish council website and the Parish Newsletter. It was AGREED that Cllr Lingwood would create a 'consultation flyer' for distribution to residents on Lenham Road and Ulcombe Hill.
- 7.1.2 To consider possible funding options .
It was RESOLVED that the parish council would contact KCC and MBC Members and Kingswood PC to request assistance with the cost.
- 8. To receive reports from :**
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| 8.1 | Chairman Ulcombe Parish Council | Cllr Kenward |
| | The Chairman reported that the next PCSO Surgery would be held on the 18 th January 10-11 am in the Village Hall. It was reported that the next Parish Liaison Meeting would be held on 24 th January 9.30am -12pm at MBC Offices. | |
| 8.2 | District Councillor | MBC Cllr Chappell-Tay |
| 8.3 | Kent County Councillor | KCC Cllr Prendergast |
| 8.4 | Footpath Warden Report | R. Banham |
| 8.5 | Police and Crime Report | PCSO Boyd |
| 8.6 | Community Warden Report | D Riach-Brown |
| 8.7 | Footpath Report and Update | |
| 8.7.1 | Proposed diversion of part of footpath KH331 at Ulcombe (PROW/KH331/1538).
It was RESOLVED that the parish council would support this application | |
- 9. Planning:**
- 9.1 To receive an update on any outstanding planning applications and results.**
- 9.1.1 19/505621/FULL : Pepper Box Inn Windmill Hill Ulcombe ME17 1LP
External works involving the demolition of existing external steps and instalment of new accessible ramp access. Existing raised area to be extended. New balustrade to new retaining wall. New polycarbonate roof and intermediate rafters to existing pergola. Replacement of existing paving to new sandstone paving. **MBC Approved**
- 9.1.2 19/505621/FULL : Pepper Box Inn Windmill Hill Ulcombe ME17 1LP
External works involving the demolition of existing external steps and instalment of new accessible ramp access. Existing raised area to be extended. New balustrade to new retaining wall. New polycarbonate roof and intermediate rafters to existing pergola. Replacement of existing paving to new sandstone paving. **MBC Approved**
- 9.1.3 19/504998/FULL Coachmans Cottage Ulcombe Hill Maidstone Kent ME17 1DN

Irene Bowie Clerk to Ulcombe Parish Council
Pollyfield Cottage Scragged Oak Road, Detling, Kent ME14 3HD

- Erection of a single storey side extension and a single storey rear extension including alterations to garden levels and retaining wall. **MBC Approved**
- 9.2 To consider the following Planning Applications:
- 9.2.1 19/506263 East Kent Farm Crumps Lane Ulcombe ME17 1EX
Prior notification for erection of an agricultural building for hay and machinery. For its prior approval to: - Siting, design and external appearance.
It was RESOLVED that the parish council had no objection to the application.
- 9.2.2 19/506281/PNQCLA Roydon Farm Pye Corner Ulcombe Maidstone ME17 1EG
Prior Notification for change of use of agricultural building to 2.no dwelling house and for associated operational development. For its prior approval to: - Transport and Highways impacts of the development - Contamination risks on the site – Flooding risks on the site - Noise impacts of the development - Whether the location or siting of the building makes it otherwise impractical or undesirable for the use of the building to change as proposed - Design and external appearance impacts on the building.
It was RESOLVED that the parish council had no objection to the application
- 9.2.3 19/506036/LAWPRO Eden Lodge Pye Corner Ulcombe Maidstone ME17 1ED
Lawful Development Certificate for proposed demolition of existing conservatory and erection of single storey rear extension.
It was RESOLVED that the parish council had no objection to the application
- 9.2.4 19/500167/ENF The Meadows 2 Lenham Road - Appeal against an Enforcement Notice
It was RESOLVED that the parish council would object to the appeal against enforcement.
- 9.3 To receive late planning applications and other late planning matters.
It was AGREED to defer planning application 19/506396/FULL Glebe House to the 23rd January Meeting.
- 9.4 To receive report from the Village Hall Committee regarding the village hall extension.
The Clerk reported that documents would be collected from ASB Law before the February meeting.
- 9.5 To consider requests re Public Footpaths in Ulcombe
There were no requests.

10. Finance:

- 10.1 To note Receipts of Income.
The Clerk reported that bank statements had not been received.
- 10.2 To authorise Payments listed on the schedule.
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| Cheque No | 2159 | CIS Ltd | Parish Maintenance | £ 136.94 |
| Cheque No | 2160 | F Kenward | Call For sites posters | £ 76.80 |
| Cheque No | 2161 | PowerPoint Electric | Pat Testing Pavilion | £ 182.00 |
| Cheque No | 2162 | EDF | Utilities | £ 41.48 |
- 10.3 To confirm bank reconciliation.
The Clerk reported that bank statements had not been received. Clerk and Cllr Kenward to follow up.

11. Correspondence – To receive items of late correspondence:

- 11.1 To table items of late correspondence
- 11.2 Items circulated for information: For further information contact the Clerk
- 11.2.1 Council Tax and Precept
- 11.2.2 Parish Seminar PowerPoint Slides
- 11.2.3 Police and Crime Commissioner part time vacancies
- 11.2.4 Kent Minerals and Waste Local Plan 2013-30 Consultation
- 11.3 Items acted on
- 11.4 Items for discussion/action
- 11.4.1 Request from residents Re: enforcement action at Little Willows
- 11.4.2 Members Grant for 2019/20
It was RESOLVED that an application for £500 towards the cost of the repair of the Pavilion would be made.

- 12. MBC Call for Sites:**
- 12.1 To receive an update on the public consultation and survey
It was RESOLVED to accept the draft survey as circulated
It was AGREED that Cllr Robinson would create the online survey.
It was AGREED that a link to the survey would be placed on the parish council website.
- 12.2 Consultations 11th and 14th January
The logistics for both consultations were AGREED.
- 13. Recreation Play Area/Car Park:**
- 13.1 To note that the Monthly Inspection Report from Maidstone Borough Council/ parish council was received.
- 13.2 To nominate a Councillor to undertake recreation ground and defibrillator inspection for the period 3rd January 2020 to 6th February 2020. It was AGREED that Cllr Robinson would undertake the next inspection.
- 13.3 To note that Cllr Lingwood is investigating low level lighting at the village hall.
- 13.4 To note that an update on the litter bins and consider purchasing new litter bins is ongoing.
- 13.5 To note any other recreation ground matters for action. It was AGREED that the parish pump would be refurbished and ideas for relocation would be sought in the parish newsletter.
- 14. Highway Issues:**
- 14.1 To note any new works to be reported.
14.1 To note a request to KCC Highways to remove the salt bin on the triangle at the end of Crumps Lane.
- 14.2 To note that the parish portal report was received.
- 15. To receive reports from Councillors who have attended external meetings.**
- 16. To consider the KALC 2020 Community Awards Scheme.**
It was RESOLVED that the parish council would adopt the KALC Community Awards Scheme and would nominate a member of the community for the award. It was AGREED to discuss the nomination under Part 2 (Exclusion of the public and press)
- 17. Storage of Parish Council Documents**
It was AGREED that the Clerk would establish if the minutes could be archived by KCC.
It was AGREED that the Clerk would circulate a draft document retention policy.
- 18. Parish Council email addresses**
Clerk to progress .

Part 2

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.

- 19. Enforcement matters**

The Chairman reported on various enforcement issues and these were noted.

There being no further business to conduct, the meeting closed at 9:49pm

Signed : *Fiona Kenward*

Chairman

Date : 6th February 2020

Irene Bowie Clerk to Ulcombe Parish Council
Pollyfield Cottage Scragged Oak Road, Detling, Kent ME14 3HD

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