

ULCOMBE PARISH COUNCIL



Minutes of the Meeting held on Thursday 5th December 2019 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), ~~KCC Cllr S Prendergast~~, R Banham Footpath Warden, 5 members of the public

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 B Stacey; MBC Cllr Chappell-Tay; KCC Cllr Prendergast; MBC Cllr M Round.

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.

Cllr Lingwood declared an interest in one item on the Highways Improvement Plan (Lenham Road)

1.4 Requests for Dispensations. There were none.

1.5 Declarations of Lobbying. There were none.

1.6 Recording of the Meeting

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

It was AGREED that the parish council would consider the formation of an informal group to review the evidence from 2 residents and the footpath warden R Banham, when it became available, regarding the request for parish council support to establish a new public footpath through Little Willows.

It was AGREED that the Chairman would contact the owner of Little Willows and ask for his/her input re the request for a new footpath.

It was AGREED that the parish council would not consider this matter until the evidence provided by residents and the footpath warden was assessed and the owner of Little Willows had an opportunity to comment.

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.

4. The Minutes of the meeting held on 14th November 2019 were received.

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 Lingwood .

Cllr Titchener requested that item 8c **19/504971/FULL Land Adjacent To Peckham Farm Ulcombe Road Headcorn Ashford Kent TN27 9JX** should include the details of the caveat he proposed at the November meeting. A vote was requested and it was RESOLVED by 4 votes to 1 that the minutes would not be changed.

Cllr Titchener stated that he did not agree with the minutes ,item 15 (It was AGREED that parish councillors and the clerk would not send or respond to emails out of office hours (Monday – Friday 9am – 5pm).

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Cllr Titchener stated that he would send emails as he felt appropriate.

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

5.1 Defibrillator

It was AGREED that Cllr Kenward would register for Public Training dates beginning in February. It was AGREED that inspection of the Defibrillator would be added to the monthly Playground Inspection checklist.

5.2 Village Hall Wi-Fi It was AGREED that this matter would continue to be researched.

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

7. Highways Improvement Plan (HIP):

7.1 To receive the updated HIP. It was AGREED that the Chairman would contact KCC Highways for clarification on two matters.

7.2 To receive the Traffic Survey Results – It was AGREED that this would be deferred to the January 2020 meeting.

8. To receive reports from :

8.1 Chairman Ulcombe Parish Council

Cllr Kenward

The Chairman reported that she had joined PCSO Boyd and it was a successful meeting with several residents attending.

The Chairman It was AGREED the next Parish Liaison meeting would be confirmed as the 24th January 9-12 pm.

8.2 District Councillor

MBC Cllr Chappell-Tay

8.3 Kent County Councillor

KCC Cllr Prendergast

8.4 Footpath Warden Report

R. Banham

It was AGREED that the parish council would meet with the Footpath Warden and the Public Rights of Way Officer re Greensands Way.

8.5 Police and Crime Report

PCSO Boyd

8.6 Community Warden Report

D Riach-Brown

8.7 Footpath Report and Update

Cllr Titchener

This matter was discussed under other agenda items.

9. Planning:

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

9.1.1 **19/504810/FULL 2 Jubilee Cottages Stickfast Lane Ulcombe** Application Permitted

9.2 To consider the following Planning Applications:

9.2.1 **19/505149/FULL: Hill Farm Barn Lenham Road Ulcombe ME17 1LT**

Conversion of existing barn with a single storey extension and erection of a detached garage. (Part retrospective)) It was RESOLVED that the parish council had no objection to the application but requested conditions be applied to ensure the windows will be effective in reducing light pollution and glare.

9.2.2 **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. It was RESOLVED that the parish council had no objection to the application

9.2.3 **19/505622/LBC : Pepper Box Inn Windmill Hill Ulcombe ME17 1LP**

Listed Building Consent for 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. It was RESOLVED that the parish council had no objection to the application

9.2.4 **19/505500/FULL Acorn House Lenham Road Kingswood Kent ME17 1LU**

Demolition of existing rear extension and attached shed and conversion of integral

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garage to study. Erection of front porch and two storey rear extension. Alterations to fenestration. It was RESOLVED that the parish council had no objection to the application .

It was AGREED that only the Clerk and the Chairman would contact MBC Planning Department or Enforcement on behalf of the parish council.

9.3 To receive late planning applications received for consideration.
There were none.

9.4 To receive report from the Village Hall Committee regarding the village hall extension.
It was RESOLVED that the Clerk would contact ASB Law to obtain details of the lease. It was further RESOLVED that only the Clerk and the Chairman would contact ASB Law on any future matters.

10. Finance:

10.1 To note Receipts of Income. The bank statements had not been received by the Clerk.

10.2 To authorise Payments listed on the schedule:

Cheque No	2158	Georgina Jackson	Salary and Expenses	£ 171.78
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10.3 To confirm bank reconciliation. The bank statements had not been received by the Clerk.

10.4 To consider the purchase of a parish council projector This was not discussed and would be deferred until the trial period with the History Society Projector had expired.

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 Noted

11.2.1 Section 137 Expenditure limit for 2020/21

11.2.2 KALC News November 2019

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 Noted

11.3.1 Statement Persons Nominated/Notice of Poll and Situation of polling stations –
Faversham and Mid Kent Constituency

11.4 Items for discussion/action

11.4.1 MBC Air Pollution & Anti-idling campaign

It was RESOLVED that the parish council would request signage : Outside the school;
in the Village Hall Car Park and Chegworth Road at the junction with the A20.

12. MBC Call for Sites:

12.1 To receive an update from MBC meeting

It was AGREED that a Village Consultation Days would be held on the 11th (11am-3pm)
and 14th January (7-9pm) in Ulcombe Village Hall. It was AGREED that feedback from the
Consultations would be sent to MBC

12.2 To form a committee for the UPC Call for Sites Open Days

12.2.1 To agree terms of reference for the committee

It was AGREED that Cllr Lingwood would be the Chairman of a working party consisting
of Cllr's Robinson, Titchener and Lovegrove to compile a questionnaire for residents and
organise the consultation events.

13. Recreation Play Area/Car Park:

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

13.2 To nominate a Cllr Lingwood to undertake recreation ground inspection and the defibrillator for
the period 6th December 2019 to 2nd January 2020.

13.3 To note that Cllr Lingwood is investigating low level lighting at the village hall. Ongoing

13.4 To receive an update on the litter bins and consider purchasing new litter bins.
Clerk to follow up with MBC.

13.5 To note any other recreation ground matters for action.

It was noted that the Village Sign is leaning and may need to be replaced.

13.6 To receive an update on the status of the Cricket Pavilion
It was noted that an electricians report and PAT testing would be completed on the 6th January 2020. IT was AGREED that the cost of a skip would be investigated for the 2020-21 budget to enable the pavilion to be cleared. It was AGREED that the Clerk would investigate available grants for the renovation of the pavilion.

14. Highway Issues:

14.1 To note any new works to be reported.

14.2 To receive an update on the planters. The Chairman reported that this matter was ongoing.

14.3 To receive parish portal report. The Clerk AGREED to circulate this at the January 2020 meeting.

14.4 To receive an update on the footpath to the church Defer to the February 2020 meeting.

15. To receive reports from Councillors who have attended external meetings.

There were no reports.

16. To consider the KALC 2020 Community Awards Scheme.

It was agreed that this would be deferred to the January meeting.

17. Matters for information, urgent matters at the discretion of the Chairman for noting only or any items for further discussion at the January 2020 meeting. There were none.

18. To agree the dates of future meetings.

It was agreed that the Annual Meeting of the Parish and the Annual Meeting of the Parish Council would be held consecutively on the 14th May 2020. The Annual Meeting of the Parish would start at 6:30pm followed by the Annual Meeting of the Parish Council

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 9:55 pm

Signed : *Fiona Kenward*

Chairman

Date : 9th January 2020