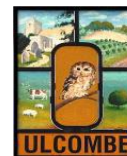


ULCOMBE PARISH COUNCIL



Minutes of meeting Annual Meeting of the Parish Council held on Thursday 12th May 7:30pm in Ulcombe Village Hall

Present: Parish Cllrs R Robinson (Chairman); L Easton; F Kenward I Moir; M Lingwood; P Titchener.

Also present: I Bowie (Clerk) and members of the public.

PRIOR TO THE START OF THE MEETING:

Representations from the general public will be taken for a period up to fifteen minutes before the opening of the formal meeting. Individuals may speak for up to three minutes at the discretion of the Chairman.

- 1. To elect a Chairman and receive the Chairman's Declaration of Acceptance of Office.**
It was RESOLVED to duly elect Councillor Robinson as Chairman. Cllr Robinson signed the Acceptance of Office.
- 2. To elect a Vice-Chairman**
It was RESOLVED to duly elect Councillor Lingwood as Vice-Chairman
- 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 received and the reason given accepted by members from Cllr Lovegrove. Apologies were also received from KCC Cllr Prendergast and MBC Cllr Trzebinski.
 - 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.** Cllr Robinson declared an interest at agenda item 11.1.3
 - 3.4 **Requests for Dispensations.** There were none
 - 3.5 **Declarations of Lobbying.** There were none
 - 3.6 **Declarations of Intention to Record.** Cllr Titchener and the Clerk recorded the meeting.
- 4. CO OPTION of Parish Councillor/s:**
 - 4.1 **To consider candidates for co-option.**
It was RESOLVED that Ms Liz Easton would be co-opted as a Parish Councillor. The Acceptance of Office was signed in the presence of the Clerk.
- 5. 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
- 6. Minutes of the Parish Council Meeting:**
It was RESOLVED that the minutes of the Parish Council Meeting held on 3rd March 2022 were confirmed as a correct record and signed by the Chairman
- 7. Matters arising from the minutes (not included in other agenda items):** There were none
- 8. Finance:**
 - 8.1 To note receipts of Income: The receipts of income were noted as the precept from MBC of £24,912.51
 - 8.2 It was RESOLVED to authorise the payments on the schedule.

EDF	Electricity Bill Pavilion	96.97
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KALC	Subscription	412.22
Bartlett	Tree Survey	900.00
ACRK	Action with Communities in Rural Kent Membership	60.00
Ionos	Emails and Website Provider	30.00

8.3 To receive the Annual Governance and Accountability Return (AGAR)
The Annual Governance and Accountability Return (AGAR) had not been returned from the Internal Auditor. It was RESOLVED bring forward the July meeting to the 30th June 2022 to facilitate the signing of the AGAR.

8.4 Internal audit report

8.5 Accounts to be approved and signed

8.6 Annual governance statement.

8.7 Acceptance of Annual Governance and Accountability Return (AGAR)

9. Highways:

9.1 To receive the Highways Improvement Plan . There were no updates.

9.2 To receive the parish portal report: The report was noted.

9.3 KCC Lorry Watch. The risk assessment to be circulated to the Clerk and members. Clerk to forward to insurers for comment.

9.4 To consider any other Highways matters:

9.4.1 59 Bus service Consultation . It was reported that Kingswood raised a petition with 250 signatories and Ulcombe 60 requesting the service was not cancelled. Cllr Lingwood reported on the Kingswood minibuss service that run once a fortnight. Cllr Lingwood to forward more details which would be place on the PC website.

9.4.2 Ulcombe Hill southeast water, new water main. Cllr Kenward had been in touch with SE Water. She reported that the community would be given six weeks' notice ahead of the closure of Ulcombe Hill.

10. To receive reports from:

10.1 Chairman Ulcombe Parish Council

Cllr Kenward gave the report as the outgoing Chairman. She raised concerns re the size of the cluster group meetings. The meeting was Chaired by Inspector Kent (Kent Police).

These were considered too large to be effective. It was reported that these may be reduced in size to Facilitate relevant discussions for smaller parishes.

New Parish Newsletter. Concerns were raised re the accuracy of the Parish Council section. Despite assurances it was not made clear that the Parish Council report was not endorsed by the PC. Further that a Groundsman had been included when this had never been discussed or agreed by the parish council. A request for residents interested in this post to contact the parish clerk had not been discussed nor agreed by the parish council.

It was AGREED unanimously that Cllr Robinson would prepare the report for the Newsletter on behalf of council to ensure accuracy. It was AGREED that Cllr Robinson would provide a report after each meeting In the non-meeting months, a general item would be submitted.

10.2 District Councillor

MBC Cllr Trzebinski

10.3 Kent County Councillor

KCC Cllr Prendergast

10.4 Footpath Warden Report

R. Banham

10.5 Police and Crime Report

PCSO Boyd

10.6 KALC

Cllr's Lingwood/Robinson

It was reported that MBC Planning will now pursue enforcement matter to judicial review if necessary

and that cost will no longer play apart in the decision .

- 10.6.1 To consider the motion that Ulcombe Parish Council no longer has a representative to Maidstone KALC. It was RESOLVED , by majority (4 votes for :1 vote against: 1 abstention) that the PC would no longer send representatives to Maidstone KALC. Further discussion took place. It was confirmed that the PC would remain members of KALC.
- 10.7 Ulcombe Community Resilience Group Cllr Lingwood
Cllr Lingwood reported that the Resilience Group would look at a community resilience plan once the flood resilience plan had been fully implemented. It was AGREED that the Clerk would circulate the Kent Resilience Forum template for community resilience plans. It was AGREED that Cllr Robinson would contact other residents to ascertain if they would join the group.

11. Planning:

- 11.1 To consider the following applications:
- 11.1.1 22/501784/FULL Eastwood House Eastwood Road Ulcombe Kent ME17 1EJ
Reconstruction of dwelling following fire, including erection of estate fencing to Eastwood Road, erection of gates, and alterations to area of hardstanding for parking. Removal of power line and pole and re-routing electrical supply via underground duct. **UPC Approve**
- 11.1.2 22/501785/LBC Eastwood House Eastwood Road Ulcombe Kent ME17 1EJ
Listed Building Consent for reconstruction of dwelling following fire. **UPC Approve**
- 11.1.3 22/502156/SUB Kings Oak Farm Crumps Lane Ulcombe Kent ME17 1EU
Submission of details pursuant to condition 6 (landscaping scheme) of application 19/505341/FULL. *Cllr Robinson did not vote or participate in the discussions.*
UPC Objection
- 11.2 To table planning applications dealt with since last meeting:
- 11.2.1 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. **No Objection (By Majority)**
- 11.2.2 22/500526/FULL Plot 1 Land West Of Water Lane Water Lane Harrietsham ME17 1DH
(Retrospective) - Change of use of the land for the stationing of two mobile homes and two touring caravans for Gypsy / Traveller occupation; formation of hardstanding and creation of new entrance; erection of boundary fencing; installation of septic tank; hard and soft landscaping. **Objection**
- 11.2.3 22/501262/FULL Chegworth Mill House Chegworth Road Harrietsham Maidstone Kent ME17 1DD
Erection of a single storey rear extension and a two storey side extension. **No Objection**
- 11.2.4 22/501423/LBC Chegworth Mill House Chegworth Road Harrietsham Maidstone Kent ME17 1DD
Listed Building Consent for erection of a single storey rear extension and a two storey side extension. **No Objection**
- 11.2.5 22/501188/FULL Upper Boy Court Farm Boy Court Lane Headcorn Ashford Kent TN27 9LA
Erection of two storey rear and infill extensions, including dormers, rooflights and internal alterations. **No Objection**
- 11.2.6 22/501157/PNAA Hilltop Lenham Road Harrietsham Maidstone Kent ME17 1NA
Prior notification for the enlargement of a dwellinghouse consisting of one additional storey with a maximum height of 7.64 metres. For its prior approval for: - Impact on the amenity of any adjoining premises including overlooking - Privacy and the loss of light - The external appearance of the dwellinghouse, including the design and architectural features of the principal elevation of the dwellinghouse, and any side elevation of the dwellinghouse that fronts a highway - Air traffic and defence asset impacts of the development. **No Objection**
- 22/500748/FULL Rose Bungalow Lenham Road Kingswood Kent ME17 1LU
Demolition of existing conservatory and erection of a single storey rear extension, front porch and internal alterations. Demolition of existing outbuilding and erection of a detached garage and store. . **No Objection**

- 22/500705/FULL Woodview Lenham Road Kingswood Kent ME17 1LU
Demolition of existing bungalow and erection of 6no. wooden lodges with associated fencing, hardstanding, roads and footpaths for gypsy/traveller occupation. **Objection**
- 11.3 To receive an update on any outstanding planning applications and results:
- 11.3.1 22/501157/PNAA Hilltop Lenham Road Harrietsham Maidstone Kent ME17 1NA
MBC Application refused
- 11.3.2 22/500837/FULL White Acres Ulcombe Road Headcorn Kent ME17 1EY
MBC Permission Granted
- 11.3.3 22/500748/FULL Rose Bungalow Lenham Road Kingswood Kent ME17 1LU
MBC Permission Granted
- 11.3.4 22/500705/FULL Woodview Lenham Road Kingswood Kent ME17 1LU
MBC Application refused
- 11.3.5 22/500871/FULL Barn At Roydon Farm Pye Corner Ulcombe Maidstone Kent ME17 1EG
MBC Permission Granted
22/500339/FULL Coachmans Cottage Ulcombe Hill Ulcombe Maidstone Kent ME17 1DN
MBC Permission Granted
- 11.4 To receive late planning applications and other late planning matters: There were none
- 11.5 To receive feedback from the Pre-Application Working Group: There was none.
- 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.
It was AGREED to monitor the roundabout with a view to either removal or replacement.
- 12.2 To receive an update and recommendations from the Recreation Committee
- 12.2.1 Tree Survey report
The report will be circulated as soon as it received.
- 12.2.2 Parish Pump Update
Cllr Lingwood report that the Museum of Kent Life would collect refurbish and display the parish pump as an artefact of Ulcombe. It was AGREED that Cllr Lingwood would establish if this would be a long term /indefinite loan or a donation to the museum.
- 12.2.3 Provision of an Honorarium
It was AGREED that a risk assessment would be completed and agreed at the next meeting. It was AGREED that there would be a 3-month trial period and they with a renewal on a yearly basis.
- 12.2.4 Bike Rack for recreation Ground
It was AGREED that Cllr Robinson would obtain costings for suitable bike racks. It was AGREED that children being permitted to use bicycles on the recreation ground would be discussed at the next meeting.
- 12.2.5 To receive any other recommendations:
The minutes of the Recreation ground committee meeting of the 23rd of March were received and noted.
- 12.3 To receive an update on the Pavilion
Cricket Club_ It was AGREED that the cricket club would contact the parish council with a detailed proposal. Cllr Kenward to follow up.
- 12.4 To consider matters pertaining to the Village Hall
Cllr Kenward reported that the defibrillator was register with SE Ambulance Service and that a group called The Circuit had contacted her to register the defibrillator. The Circuit is a national defibrillator network and provides a national overview of where defibrillators can be found. It was AGREED that Cllr Kenward would register the parish council defibrillator with The Circuit.
It was AGREED that the Clerk would research option to assist in the day to day running of the Village Hall.
- 13. Queens Platinum Jubilee:**
Cllr Titchener reported that events had been planned. It was AGREED that a Risk assessment would be forwarded to the Clerk to confirm the event was insured by the parish council.
- 14. To Appoint Committees & Representatives to outside bodies.**
It was RESOLVED to appoint as follows:
KALC No representative

Joint Parishes Group	Cllr Robinson
Police Forum:	Cllr Moir
Village Hall Committee:	Cllr Lovegrove/ Cllr Kenward
East Parishes Bus Meeting:	Cllr Titchener
Tree/Pond Warden:	To be confirmed
Footpaths Officer :	Rhian Banham
Speedwatch coordinator:	Rhian Banham
Pre Application Working Group:	Cllr's Robinson/Lingwood, Moir
Staffing Committee:	Cllrs Robinson, Moir, Easton
Cluster Meeting:	Cllr Moir/ Robinson
Recreation Ground Committee:	Cllrs Robinson/ Lovegrove, Easton
Ulcombe Community Flooding Resilience Group representatives:	Cllr Lingwood/Cllr Titchener

15. Correspondence:

- 15.1 To Table Items of Late Correspondence:
- 15.2 To Table items circulated:
 - 15.2.1 Notice of Poll (Headcorn Ward) - Thursday 5 May 2022
 - 15.2.2 Ward Cluster 6 – Meeting Headcorn, Marden and Yalding, Staplehurst
 - 15.2.3 KCC Communities Project
 - 15.2.4 Maidstone Borough Council - Local Plan Review
 - 15.2.5 Update on Operation Brock
 - 15.2.6 Kent and Medway Patient Network Meeting April 28, 2-4pm.

All correspondence was noted

There being no further business to be transacted the Chairman closed the meeting at 9:32 pm

Signed : *Rachel Robinson*

Chairman

Date: 30th June 2022