

ULCOMBE PARISH COUNCIL

Minutes of the Meeting held on Thursday 5th March 2020 at 7.30pm at the Village Hall, Ulcombe.

Present: Cllrs F Kenward (Chairman); R Robinson; M Lovegrove;

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 reasons accepted from Ulcombe Parish Councillors: B Stacey; M Lingwood; I Moir; P Titchener.

Apologies were also received from KCC Cllr S 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. There were none

1.5 Declarations of Lobbying. There were none

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. There were no recordings made.

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.

4. 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 taken as read and confirmed as a correct record and signed by the Chairman.

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

5.1 Village Hall Wi-Fi

5.2 Defibrillator Training

Cllr Kenward reported that there were 30 members of the public at the training session.

5.3 Footpaths

5.4 Storage of parish council documents

5.4.1 Archived Documents It was RESOLVED that all parish council minutes and key documents over 20 Years old would be stored in the Archives at MBC. It was AGREED that the Archived Documents would be on display at the Annual Parish Meeting and then returned to the archives. It was RESOLVED that all legal documents i.e. Leases, contracts etc. would be scanned and the originals held by ASB Law.

5.4.2 Current documents. It was AGREED to store the current documents in a new filing cabinet in the Village Hall. Clerk to obtain process for the next meeting.

5.5 Parish Council email address Ongoing

5.6 Village Planters

It was AGREED to place planters in the following locations: Eastwood Road Triangle; Village Hall and The Harrow (windowboxes) and the primary school (window style boxes along the front fence) .

It was AGREED to place an item in the Newsletter to ask residents to suggest possible locations for additional planters which may be provided by the parish council but residents would water and maintain them.

It was AGREED that the Clerk would identify any grants available for wildflower planting.

It was RESOLVED to form a Recreation Ground Committee of Cllr's Kenward; Robinson and Lovegrove.

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

7. Highways

7.1 Lenham Road – 30mph Speed Limit:

7.1.1 To receive an update on the consultation.

Councillor Lingwood has completed the consultation exercise - all residents who replied were in favour of the reduced speed limit. Cllr Lingwood has forwarded his results to Jennie Watson at Kent Highways Councillor Prendergast has initiated the TRO process.

7.1.2 To receive an update on funding Cllr Kenward reported that Kingswood Parish Council had agreed to contribute £250 towards the scheme. The Chairman and all Councillors thanked Kingswood Parish Council for their support.

7.2 Highways Improvement Plan (Update):

It was reported that the junction of William Post Lane and Headcorn Road are to be included in KCC's plan for next year.

7.3 To note any new works to be reported: There were none

7.4 To receive parish portal report. Parish Portal Report February 2020.pdf: This was received.

7.5 To consider any other Highways matters : There were none

8. To receive reports from :

8.1 Chairman Ulcombe Parish Council

Cllr Kenward

Cllr Kenward reported on a successful Policing Update in Headcorn hosted by Helen Whately. It was reported that there had been an increase police presence and that reports from the community were positive. Cllr Kenward extended her thanks to PCSO John Boyd who has been supportive of the parish council and residents.

Cllr Kenward reported on an productive meeting with the Head of Ulcombe School.

8.2 District Councillor

MBC Cllr Chappell-Tay

No report

8.3 Kent County Councillor

KCC Cllr Prendergast

No report

8.4 Footpath Warden Report

R. Banham

No report

8.5 Police and Crime Report

PCSO Boyd

The Chairman read out PCSO Boyd's report, which was noted.

8.6 Community Warden Report

D Riach-Brown

No report.

9. Planning:

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

9.1.1 19/506396/FULL Glebe House Ulcombe Hill Ulcombe Maidstone Kent ME17 1DN
Application Permitted

9.1.2 19/506281/PNQCLA Roydon Farm Pye Corner Ulcombe Maidstone Kent ME17
Prior Approval Refused

9.1.3 19/504842/FULL Little Poplars Lodge Little Poplar Farm Ulcombe Road Headcorn Ashford
Kent TN27 9LB
Application Permitted

9.2 To consider the following Planning Applications:

9.2.1 20/500325/FULL

Boy Court Farm House Boy Court Lane Headcorn Ashford Kent TN27 9LA
Instillation of boiler flue to existing outbuilding (retrospective)

- It was RESOLVED that the parish council had no objection to the application.
- 9.2.2 20/500263/FULL Land West of Chegworth Road Leeds Castle Broomfield Maidstone Kent ME17 1PL
Creation of a 100m2 roughly circular pond with shallow sloping sides and maximum depth of 2m, using spoil to create banks, especially on the downward slope.
It was RESOLVED that the parish council had no objection to the application.
- 9.3 To receive late planning applications and other late planning matters.
- 9.3.1 20/500771/PNQCLA Roydon Farm Pye Corner Ulcombe Maidstone Kent ME17 1EG
Prior Notification for change of use from agricultural building to 2no. dwellinghouse and associated operation development. For it's 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 .

10. Finance:

- 10.1 To note Receipts of Income. Bank Statements had not been received.
- 10.2 To authorise Payments listed on the schedule.
- | | | | |
|--------|--------|-------------|-----------------------------|
| 002168 | 216.00 | Dyno Rod | Blocked Drain Clearance |
| 002169 | 420.06 | Paul Waring | Works Ulcombe Playing Field |
- It was RESOLVED to authorise the payments on the schedule.
- 10.3 To confirm bank reconciliation. Bank statements had not been received.

11. Correspondence – To receive items of late correspondence:

- 11.1 To table items of late correspondence
- 11.2 Items circulated for information:
- 11.2.1 Planning Training - NPPG. Member's Briefing
- 11.2.2 KALC Survey 2020
- 11.2.3 MAIDSTONE KALC MEETING 17.2.2020 - POSTPONED
- 11.2.4 NALC CEO Bulletin/s
- 11.2.5 KALC Planning Events March 2020
- 11.2.6 Invitation - Community Led Housing Event 10 March 2020
- 11.2.7 Cllr John Britt – Pleasant Farm
- 11.3 Items acted on:
KALC Survey 2020
- 11.4 Items for discussion/action:
Town and Parish Council Survey for Maidstone Borough Council Gypsy and Traveller Accommodation Assessment It was AGREED that the survey would be responded to.
- 11.5 Letters from residents Ulcombe Hill
A letter from a resident in support of the Lenham 30 mph speed limit was noted.

12. MBC Call for Sites:

- 12.1 To receive an update on the public consultations: It was reported that the public meetings had now concluded. The closing date for the questionnaires to be received online, by the Clerk or the nominated Cllr's was conformed as the 12th March 202.
It was AGREED that the Clerk would collate the information for the April meeting.

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. The report was received.
- 13.2 To nominate a Councillor to undertake recreation ground and defibrillator inspection for the period 6th March 2020 to 2nd April 2020. It was RESOLVED that the Clerk would produce a rota and that all Cllr's would be allocated onto the rota. It was AGREED that Cllr Titchener would undertake the next inspection.
- 13.3 To receive an update on the litter bins and consider purchasing new litter bins.
It was AGREED that 3 bins would be ordered from MBC. Cllr's Kenward, Robinson and Lovegrove to confirm final locations and advise the Clerk.
- 13.4 To note any other recreation ground matters for action.
- 13.4.1 External Tap It was RESOLVED that a lockable external tap would be provided . Councillor

Robinson to progress.

13.4.2 Maintenance of the ditch: It was RESOLVED that the ditch would be cleared in the Autumn.

13.4.3 Maintenance of the hedges:

13.4.4 Management and maintenance of the Trees; It was RESOLVED that the Silver Birch trees would be removed.

13.4.5 Future projects; It was RESOLVED to obtain quotations for the repair and renovation of the Pavilion.

It was RESOLVED that the cess pit needs emptied. Cllr Kenward to progress.

14. Village Litter Pick:

Cllr Kenward reminded Cllr's that the litter pick was scheduled for Saturday 14th March 10.30 am meeting in the Village Hall. Clerk to send a copy of the PC Liability Insurance to Cllr Kenward and KCC. Clerk to provide a Volunteer sign in sheet.

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

16. VE Day Celebrations:

It was AGREED that the Clerk would confirm with the PC Insurers what cover was needed once the final itinerary had been agreed.

17. Policy Review:

17.1 Annex To Standing Orders

17.2 Reserves Policy

17.3 Investment Policy

17.4 Grant Policy

It was RESOLVED to adopt all policies. It was RESOLVED to remove item 5 from the Annex to Standing Orders and to include in item 11 that the Chairman can request recordings are stopped if they are causing disruption to the meeting

18. To consider a Footpath from the Village to the Church:

It was RESOLVED that the parish council would progress this matter. It was AGREED that Cllr's Kenward and Lingwood would contact the landowners.

It was AGREED that the Clerk would establish the availability of grants for new footpaths.

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 Enforcement matters.

Signed : *Fiona Kenward*

Chairman

Date: 27th August 2020