



ULCOMBE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Thursday 30th June 2022 7:30pm in Ulcombe Village Hall

Present: Parish Cllrs R Robinson (Chairman); L Easton; F Kenward; 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. The minute book will be closed.

Members of the public spoke regarding planning application 22/502608/FULL Kings Oak Farm Crumps Lane Ulcombe Kent ME17 1EU Permanent retention of agricultural dwelling (previously given temporary permission under 19/505341/FULL).

To receive reports from (if present): Kent County Councillor Cllr Prendergast; Maidstone Borough Councillor Cllr Trzebinski; PCSO Boyd - Police and Crime Report .

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. It was **RESOLVED** to accept the apology and reason given from Cllr's Lovegrove and Moir.
- 1.2 **Declaration of Changes to the Register of Interests.**
- 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's Lingwood and Easton declared a non pecuniary interest in agenda item 11.1.2
- 1.4 **Requests for Dispensations.** There were none
- 1.5 **Declarations of Lobbying.** All Councillors had been lobbied on agenda item
- 1.6 **Declarations of Intention to Record.**

2. 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

3. Minutes of the Parish Council Meeting:

It was **RESOLVED** that the minutes of the Parish Council Meeting held on 12th May 2022 were confirmed as a correct record and signed by the Chairman

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

8. Finance:

8.1 To note receipts of Income:

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

Castle Water	Pavilion	89.16
R Robinson	Replacement defibrillator pads	91.18
Village Hall	Electrics for Toilet Block	70.05
P Titchener	Jubilee Licence	21.00

8.3 Investment Policy/ Reserves Policy. It was **AGREED** to defer this item to a later meeting

8.4 Banking Update. It was reported that the switch to Unity Bank was ongoing.

- 8.5 To receive the Annual Governance and Accountability Return (AGAR)
 - 8.5.1 Internal audit report The Annual Internal Audit Report 2020/21, signed by the internal auditor on was received and accepted.
 - 8.5.2 Accounts to be approved and signed:
The Clerk/RFO presented the statement of audited accounts which were accepted. It was RESOLVED that the statement of audited accounts was signed by the Chairman
 - 8.5.3 Annual governance statement.
The parish council considered and approved the Annual Governance Statement for the year ending March 2022. It was RESOLVED that the Chairman and the Clerk signed the Annual Governance Statement.
 - 8.5.6 Acceptance of Annual Governance and Accountability Return (AGAR)
The parish council considered and approved: the bank reconciliation; explanation of variances, explanation of reserves and asset register. The parish council RESOLVED to accept the Annual Governance and Accountability Return (AGAR) for the year ending March 2021.

9. Highways:

- 9.1 Highways Improvement Plan – The changes to the structure of KCC Highways was noted.
- 9.2 To receive the parish portal report: The report would be circulated
- 9.3 KCC Lorry Watch – No Updates
- 9.4 To consider any other Highways matters
It was AGREED that the parish council would arrange a meeting with South East Water regarding the water main replacement work taking place on Ulcombe Hill from mid-August. It was AGREED that the Chairman would liaise with KCC Cllr Prendergast regarding the Transport Committee of Kent County Council removing the subsidy from the No.59 bus service. It was reported that the school bus services through Ulcombe would not be impacted. Shellina will be setting up a meeting with the other parishes effected which Ulcombe Parish Council will attend.

10. To receive reports from:

- 10.1 Chairman Ulcombe Parish Council Cllr Robinson
The Chariman reported that she has registered the Defibrillator with Circuit. It was AGREED that the Clerk would obtain quotes for the routine inspection and servicing of the defibrillator. It was also reported that a meeting would be organised with KCC Cllr Prendergast regarding the withdrawal of the subsidy for the no 59 bus. A quote would be obtained for knee rail fencing at the recreation ground. The Chairman raised concerns regarding the number of road closures due to the water main works on Ulcombe Hill. It was AGREED that the Local Government Boundary Change Consultation would be added to the agenda of the September meeting. The Chairman reported that she sent the May and June parish council updates to the Newsletter.
- 10.2 Footpath Warden Report R. Banham
- 10.3 Ulcombe Community Resilience Group: Cllr Lingwood reported the parish council would not run the project. He reported that there would be a meeting of the group in two weeks' time to discuss the budget amd expenditure. It was AGREED to relocate the shed , to hold emergency supplies.

11. Planning:

- 11.1 To consider the following applications:
 - 11.1.1 22/502608/FULL Kings Oak Farm Crumps Lane Ulcombe Kent ME17 1EU
Permanent retention of agricultural dwelling (previously given temporary permission under 19/505341/FULL). UPC Objection Cllr Lingwood took the chair for this agenda item. Cllr Robinson having declared an non pecuniary interest did not participate in the discussion and did not vote.
 - 11.1.2 22/502738/FULL Upper Little Boy Court Boy Court Lane Headcorn Ashford Kent TN27 9LA
Erection of a two storey side and rear extension with detached garage (Resubmission- 21/504328/FULL). UPC Objection
Cllr Robison took the Chair. Cllrs Easton and Lingwood having declared an non pecuniary interest did not participate in the discussion and did not vote
 - 11.1.3 22/502722/FULL The Oscars Lenham Road Kingswood Maidstone Kent ME17 1LX
Erection of a new front entrance extension. UPC No Objection

- 11.2 To table planning applications dealt with since last meeting:
 - 11.2.1 22/502585/FULL The Oaklands Lenham Road Headcorn Kent TN27 9LE
Demolition of existing day room and erection of replacement day room.
Concerns raised previous conditions on the site being met.
 - 11.2.2 22/502311/FULL Hillcroft Ulcombe Hill Ulcombe Kent ME17 1DJ
Erection of a 3 bay garage with games room and storage above with access and parking.
Objection
 - 11.2.3 22/502718/NMAMD Glenville House The Street Ulcombe Kent ME17 1DU
Non-material amendment in relation to planning permission 21/504131/FULL - Detached outbuilding to be moved away from boundary by 0.5m. The new location of the detached outbuilding will be 1m from southern boundary at its closest point.
No Objection
 - 11.2.4 22/502526/TPOA Woodland Adjacent To The Woodyard (Kingswood) Water Lane Harrietsham Kent ME17 1DE
TPO application to fell three acres of sweet chestnut trees as highlighted on site location plan. **No Objection**
 - 11.2.5 22/502396/FULL Hillcroft Ulcombe Hill Ulcombe Kent ME17 1DJ
Creation of a sand school horse training area for private use. **No Objection**
 - 11.2.6 22/502514/FULL Forge House Pye Corner Ulcombe Kent ME17 1EH
Change of use of old blacksmiths building to habitable space associated with the existing adjoining residential dwelling, including erection of single storey infill extension to rear, installation of front and rear rooflights, erection of a rear balcony with a dormer, and internal alterations. Erection of a detached workshop and creation of access, driveway and erection of fence (part retrospective). **No Objection**
- 11.3 To receive an update on any outstanding planning applications and results:
 - 11.3.1 22/501784/FULL Eastwood House Eastwood Road Ulcombe Kent ME17 1EJ
Application Permitted
 - 11.3.2 22/501785/LBC Eastwood House Eastwood Road Ulcombe Kent ME17 1EJ
Application Permitted
 - 11.3.3 22/500526/FULL Plot 1 Land West Of Water Lane Water Lane Harrietsham ME17
Application Refused
 - 11.3.4 22/501262/FULL Chegworth Mill House Chegworth Road Harrietsham Maidstone Kent ME17 1DD **Application Refused**
 - 11.3.5 22/501188/FULL Upper Boy Court Farm Boy Court Lane Headcorn Ashford Kent TN27 9LA
Application Permitted
- 11.4 To receive feedback from the Pre-Application Working Group:
- 11.5 Proposed diversion of public footpaths KH318 & KH320 at Ulcombe, Kent, ME17 1LT
- 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. The report was noted
 - 12.2 To receive an update and recommendations from the Recreation Committee
 - 12.1 Tree Survey report- It was AGREED to defer this item to the September meeting.
 - 12.2 Parish Pump Update – It was RESOLVED that the cost of transporting the pump to the Kent Museum of Life would be met by the parish council. Cllr Kenward to organise.
 - 12.3 Provision of an Honorarium- Clerk to contact HMRC
 - 12.4 Bike Rack for recreation Ground IT was AGREED that the Parish Council would purchase a bike rack for £24.95 if the Village Hall Committee were in agreement regarding location.
 - 12.5 Provision of a skip for the clearance of the Pavilion . It was RESOLVED that Cllr Robinson would book a 6 yard skip at a cost of £210 + VAT.
 - 12.6 To receive any other recommendations
 - 12.3 To consider matters pertaining to the Village Hall
It was AGREED that the parish council would obtain advice from the parish council insurers re the placement of cameras owned and operated solely by the Village Hall Management Committee (the parish council will not have access to CCTV footage) but covering parish council owned land.
- 13. Policy Review:**
 - 13.1 Standing Orders, Financial Regulations, Work Groups Terms of Reference, Section 101 Scheme of delegation, Risk Assessment , Code of Conduct, GDPR Policy, FOI Publication Scheme, Parish Council

13.2 Amendment to Standing Orders. It was RESOLVED that Standing Orders would be amended to confirm that the review of parish council policies may be carried out throughout the year and not only at the Annual Meeting of the Parish Council.

14. To consider the frequency of parish council meetings: It was RESOLVED, by majority, to continue with bi-monthly meetings .

15. Correspondence:

15.1 To Table Items of Late Correspondence: There were none

15.2 To Table items circulated:

15.2.1 May 2023 elections training

15.2.2 Councillors Conference 30th June

15.2.3 Monthly Play Inspection - June 2022

15.2.4 Roundtable discussion with Helen and Maidstone Parish Councils in Faversham and Mid Kent

15.2.5 Notification of play area inspection in July for Ulcombe Parish Council

15.2.6 Fly Tipping Incidents

All items were noted.

There being no further business to be conducted the Chairman closed the meeting at 10.05 pm

Signed

Chairman

Date