

# ULCOMBE PARISH COUNCIL

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## **Minutes of the Meeting held on Thursday, 4 December 2025 at 7.15pm at Ulcombe Village Hall.**

Those Present: Cllr Titchener (Chairman), Cllr Barlow, Cllr Charlton, Cllr Diamond and Cllr Sharp. Clerk: Helen Anderson

County Councillor Emberson and Borough Councillor Trzebinski. There were 3 residents present.

1. 

(a) **Apologies for absence** were received and accepted from Cllr Boland (Work Commitments). Borough Councillor Round also tendered apologies.

(b) **Declarations of Changes to the Register of Interests** There were no changes to the register of interests.

(c) **Declarations of Pecuniary Interest or other Interests as defined by the Kent Code of Conduct and the Localism Act 2011 on any items on the agenda** There were none received.

(d) **Requests for Dispensations** No requests were made.

(e) **Declarations of Lobbying** None were received.

(f) **Intention to record or film the meeting** Cllr Titchener to record the meeting.

## 2. **Public Session**

A resident spoke on planning application 25/504583/FULL.

A resident spoke on agenda item 8(b).

3. **The Minutes** of the meeting held on 6 November 2025. It was RESOLVED that the minutes were taken as read and confirmed as a correct record and signed by the Chairman.
4. **County Councillor** – Councillor Emberson gave a short report.

**Borough Councillor Report** – Cllr Trzebinski gave a short report.

## 5. **To receive an update about progress of resolutions from the last meeting.**

There were no items raised.

## 6. **Planning**

(a) The following planning applications were considered:-

APPLICATION REF: 25/504719/TPOA PROPOSAL: TPO application to carry out various works to trees subject to TPO 6 of 2008 (please see application form for full proposed works). ADDRESS: Little Jubilee Farm Stickfast Lane Ulcombe Kent ME17 1HA. It was RESOLVED to approve this application in conjunction with our previous comment on application 25/503946.

APPLICATION REF: 25/504583/FULL PROPOSAL: Change of use of land to residential and erection of building to serve as ancillary accommodation to an approved dwelling (25/501067/PNQCLA). Removal of redundant farm building. Associated works. ADDRESS: Farm Buildings South of Mansion House Farmhouse Crumps Lane Ulcombe Kent ME17 1EX. It was RESOLVED to approve this application.

APPLICATION REF: 25/504759/FULL PROPOSAL: Change of use of land to allow siting of 6no. mobile homes for gypsy/traveller occupation with hard and soft landscaping and parking for 6no. touring caravans and 12no. cars. ADDRESS: Golden Oaks Pye Corner Ulcombe Kent ME17 1ED. It was RESOLVED to refuse this application and for it to be referred to the planning committee if contrary to the officer's decision.

(b) No planning appeals were received for consideration.

(c) The following planning decisions were received from Maidstone Borough Council:-

APPLICATION REF: 25/503621/FULL PROPOSAL: Erection of side extension to existing double garage/workshop on existing hardstanding. ADDRESS: Shiloh Lenham Road Harrietsham Kent ME17 1NA. **APPROVED**

APPLICATION REF: 25/503946/TPOA PROPOSAL: TPO application to carry out works on 3 Hornbeams, 1 Hawthorn and 1 Oak as per tree inspection, tree information and photos ADDRESS: Little Jubilee Farm, Stickfast Lane, Ulcombe Kent ME17 1HA. **APPROVED.**

(d) Notification has been received of the Gypsy, Traveller and Showpeople Regulation 18(c) Local Development Plan Consultation. The deadline for comments is 11 January 2026. It was RESOLVED to place on the next agenda.

## 7. **Finance**

(a) No receipts had been received:-

(b) It was RESOLVED to agree that the following payment was made:-

DD	Hugo Fox	Clerk Email Address	2.99
DD	IONOS	Councillor Email Addresses	36.00
DD	IONOS	Councillor Email Addresses	36.00
DD	EDF Energy	Pavilion Electricity	23.16
002513	SafePlay	Play Area Renovations	30088.20
002514	DM Payroll	Payroll Administration	72.00
002515	H Anderson	Salary & Expenses	667.96
002516	HMRC	Tax & NI	226.81
002517	Amesis	Litter Picking Services	393.99
002518	Forvis Mazars	External Audit Fee	378.00
<b>Total</b>			<b><u>£30258.35</u></b>

(c) The Bank Reconciliation was presented at the meeting. The closing balance per the cash book as of 1 December 2025 was £39255.92 for the main current account, £105.25 for the deposit account and £32,593.17 for the 95 day liquidity account.

(d) The budget was presented for the financial year 2026/2027. It was RESOLVED for the precept to be set at £27,474. This equates to £64.33 per Band D Property. There will be no change in the parish element of the council tax for each resident.

## **8. Correspondence**

(a) Notification has been received of an MBC Neighbourhood Planning briefing session on 23 February 2026 at 6pm via Microsoft Teams.

(b) An email has been received from a resident regarding ongoing issues with South East Water. It was RESOLVED to write a further letter to the company. A copy will be sent to Kent Highways and Kent County Council.

8. **IT Policy** – It was RESOLVED to adopt this policy.

9. **Kent Highways** -As a result of ongoing liaison with Kent Highways, Community Engagement Officer, Emily Rogers, County Councillor Emberson and the Parish Council, a scheme of road safety improvement works has been put forward for the Wents Crossroads, Ulcombe Hill. It was RESOLVED to support the proposals. The Parish Council agreed to monitor the effectiveness of the implemented measures. Should the scheme prove ineffective, the outcome will strengthen the Council's position for requesting the installation of stop signs, rumble strips additional 30mph roundels on Lenham Road on the approach to the crossroads.

## **10. Play Area/Recreation Ground**

(a) The Sovereign Play Area Inspection Report was received and noted.

(b) Following a site meeting of the Pavilion, it was RESOLVED not to carry out any work on the interior of the pavilion for the time being. Cllr Barlow agreed to place some squirrel proof meshing to the rear exterior wall and fill in some exposed nail holes. It was noted that the pavilion is now structurally safe following the work that took place to the exterior during the year.

## **11. Reports of any external meetings attended by Councillors**

There were no reports received.

## **12. Matters for information, urgent matters at the discretion of the Chairman for noting only or any items for further discussion at the next meeting.**

There were no items raised.

The Meeting closed at 8.50pm

**Approved by:**

**Date:**