ULCOMBE PARISH COUNCIL

Minutes of the Meeting held on Thursday, 5 November 2026 at 7.15pm at Ulcombe Village Hall.

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

There were no residents present.

1. **(a) Apologies for absence** Cllr Diamond (Work Commitments). County Councillor Emberson.
   (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 recorded the meeting.

2. **Public Session**

   There were no items raised.

3. **The Minutes** of the meeting held on 1 October 2026. It was RESOLVED that the minutes were taken as read, confirmed as a correct record and signed by the Chairman.

4. **County Councillor** – No report was received.

   Borough Councillor Report – No report was received.

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

   No items were raised.

6. **Planning**

(a) The following applications were considered under delegated powers:-

APPLICATION REF: 26/503604/FULL PROPOSAL: Retrospective application for raising garden by up to800mm & engineering operations comprising alterations to residential garden levels, including associated retaining works and landscaping. ADDRESS: Constance Villa Pye Corner Ulcombe Kent ME17 1EF. It was RESOLVED to refuse this application.

APPLICATION REF: 26/503654/FULLPROPOSAL: Erection of five bay stable block and associated paddocks. Construction of a fenceless riding arena, enlargement of

existing pond and associated landscaping. ADDRESS: Hillcroft Ulcombe Hill Ulcombe Kent ME17 1DJ. Comments 30 October 2026. It was RESOLVED to approve this application.

(b) The following applications were received for consideration:-

APPLICATION REF: 26/503698/FULLPROPOSAL: Proposed erection of detached garage, new fence and associated landscaping. ADDRESS: Hillcroft Ulcombe Hill Ulcombe Kent ME17 1DJ. It was RESOLVED to offer no comment on this application.

APPLICATION REF: 26/503697/FULLPROPOSAL: Removal of first floor faux Tudor cladding, demolition of existing side extension, conservatory, mono-pitch porch and outbuilding. Erection of single storey side and rear timber clad extension, dual pitch oak framed porch and timber cladding to first floor. Alterations to fenestration. ADDRESS: Hillcroft Ulcombe Hill Ulcombe Kent ME17 1DJ. It was RESOLVED to offer no comment on this application.

APPLICATION REF: 26/503874/FULLPROPOSAL: Erection of 9no. residential dwellings with the provision of 28no. parking spaces, access, landscaping and associated works. ADDRESS: Land At Eastwood Road Ulcombe Maidstone Kent ME17 1ED. It was RESOLVED to offer no comment on this application.

Application Reference: 26/504073/TPOA Proposal: Tree Preservation Area Notification: Felling of Chestnut Coppice consisting of Sweet Chestnut Trees as the coppice is ready for felling. No replanting is necessary as regrowth will come from natural regeneration. Location: Woodland Adjacent To The Woodyard Water Lane Harrietsham Kent ME17 1DE. It was RESOLVED to approve this application.

(c) No planning appeals have been received for consideration.

(d) The following planning decisions were received from Maidstone Borough Council.

APPLICATION REF: 26/502170/FULL PROPOSAL: Change of use of land from residential (Use Class C3) to motor vehicle sales (Sui Generis), including erection of an office cabin and a shed, hardstanding for vehicle display and visitor parking with 15no. spaces, associated access arrangements, and boundary treatments. ADDRESS Little Willows Eastwood Road Ulcombe Kent ME17 1ET – **REFUSED**

APPLICATION REF: 26/501440/ and 26/501441 FULL PROPOSAL: Conversion and rebuild of existing kennel building to form a home office, for use ancillary to the existing dairy building dwelling. ADDRESS: The Dairy, Mansion Farm, Knowle Hill, Ulcombe, Kent ME17 1ES – **WITHDRAWN**

(e) A copy letter from Borough Councillor Harwood to the Housing Minister and Local Government Association was received regarding standard method housing calculation. This was noted.

(f) It was RESOLVED to agree a scheme of delegation. This will allow the clerk to submit planning application responses on behalf of the Council when application deadlines fall between council meetings.

7. **Finance**

(a) The following receipts of income have been received.

Maidstone Borough Council	Parish Services Scheme	£ 1,211.50

(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	EDF Energy	Pavilion Electricity	22.36
002564	Hopkins	Bleed Kits x2	90.00
002565	KCPFA	Annual Subscription	20.00
002566	NJS Motorcycle	Courier	150.00
002567	Forvis Mazars	External Audit Fee	378.00
002568	Ulcombe Village Hall	Hall Hire	32.50
002569	H Anderson	Salary & Expenses	721.20
002570	HMRC	Tax & NI	226.61
002571	DM Payroll	Payroll Subscription	79.20
Total			**£1,758.86**

(c) The Bank Reconciliation was presented at the meeting. The closing balance per the cash book as of 30 October was £4,483.89 for the main current account, £106.10 for the deposit account and £53,621.47 for the 95 day liquidity account.

8. **Correspondence**

(a) An invitation to attend the KALC AGM on Wednesday, 25 November 2026 at Ditton Community Centre has been received. It was RESOLVED for Cllr Titchener to attend.

9. **Play Area/Recreation Ground**

(a) The play area inspection report was received from the clerk. No issues have been identified.

(b) The tree survey has been received. No urgent issues have been identified. It was RESOLVED to contact our tree surgeon in mid 2027 for any remedial work to be carried out in August/September 2027.

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

No items were received

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.

11. Enforcement Matters – It was RESOLVED to contact Maidstone Borough Council regarding clarification of caravan numbers at a nearby site.

The Meeting closed at 8.10pm

Approved by: **Date:**