



ULCOMBE PARISH COUNCIL

SUMMONS

To all Members of the Parish Council In accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend a meeting of Ulcombe Parish Council on Thursday 11th January 2024 at 7.15 p.m. The meeting will be held in the Ulcombe Village Hall Headcorn Rd, Maidstone ME17 1EB

Irene Bowie

Clerk to the Council

clerk@ulcombeparishcouncil.co.uk

5th January 2024

NOTICE OF MEETING

Public Notice of the meeting has been given in accordance with schedule 12, Para 10(2) of the Local Government Act 1972. The Meeting is open to the press and public.

AGENDA

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.**
 - 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.**
 - 1.4 **Requests for Dispensations.**
 - 1.5 **Declarations of Lobbying.**
2. **Public comments and observations. (Maximum 15 minutes)**

The meeting will be adjourned to allow members of the public to speak. Individuals may speak for up to three minutes at the discretion of the Chairman.
3. **Reports from external parties (if present).**

Reports from County Councillor, Borough Councillor, Community Warden and Police Representatives if present.
4. **To receive reports from:**

4.1 Chairman Ulcombe Parish Council	Cllr Robinson
4.2 Parish Clerk (on matters not included in other agenda items)	Irene Bowie
4.3 Councillor's Reports	
5. **Minutes of the Parish Council Meeting:**

To resolve that, the minutes of the Parish Council Meetings held on the 14th of September 2023 and the 2nd of November 2023 are to be taken as read and confirmed as a correct record and signed by the Chairman.
6. **Finance:**
 - 6.1 To note receipts of Income
 - 6.2 To authorise payments on the schedule (to be provided at the meeting):

Irene Bowie Clerk to Ulcombe Parish Council
ME14 9BE PO Box 1456, MAIDSTONE. ME14 9DP

- 6.3 To consider any late financial matters.
- 6.4 Banking Update
 - 6.4.1 Unity Bank Application
- 6.5 To receive the bank reconciliation
- 6.6 To review Actual vs Budget 2023/24
- 6.7 To agree the 2024-25 Budget and Precept Requirements
- 7. Highways:**
 - 7.1 To receive the parish portal report.
 - 7.2 To receive an update on the No 59 Community Bus Service Update
 - 7.3 To consider any other Highways matters
- 8. Planning:**
 - 8.1 To consider the following applications:
 - 8.1.1 23/505363/FULL Caravan 2 Hawthorn Farm Pye Corner Ulcombe Maidstone Kent ME17 1EF
Erection of 2no. day rooms to serve 2no. Gypsy and Traveller pitches (approved)
 - 8.1.2 23/505329/FULL East Kent Farm Crumps Lane Ulcombe Kent ME17 1EX
Retrospective application for the erection of a lambing shed.
 - 8.1.3 23/505672/FULL
Hall Stickfast Lane Ulcombe Maidstone Kent ME17 1HA
Conversion of an existing agricultural barn to form an annexe including insertion of rooflights and changes to fenestration ancillary to the main dwelling farmhouse.
 - 8.1.4 23/505673/LBC Jubilee Hall Stickfast Lane Ulcombe Maidstone Kent ME17 1HA
Listed Building Consent for the conversion of an existing agricultural barn to form an annexe including insertion of rooflights and changes to fenestration, ancillary to and within the curtilage of a Grade II Listed farmhouse.
 - 8.2 To table and validate planning applications dealt with since last meeting :
 - 8.2.1 23/504910/FULL Nut Tree Cottage Lenham Road Kingswood Maidstone Kent ME17 1LX
Erection of a two storey rear extension, connecting two second floor dormers to form one, an additional side window on the east elevation. Removal of existing conservatory.
UPC No Objection
 - 8.3 To table decisions by Maidstone Borough Council (MBC) since the last meeting.
 - 8.3.1 23/505012/FULL Mansion Farm Knowle Hill Ulcombe Maidstone Kent ME17 1ES
Erection of free standing single glazed greenhouse within the residential curtilage of the main dwelling.
Application Permitted
 - 8.3.2 23/504910/FULL Nut Tree Cottage Lenham Road Kingswood Maidstone Kent ME17 1LX
Erection of a two storey rear extension, connecting two second floor dormers to form one, an additional side window on the east elevation. Removal of existing conservatory.
Application Refused
 - 8.3.3 23/504346/FULL The Oscars Lenham Road Kingswood Maidstone Kent ME17 1LX
Erection of two-storey entrance extension.
Application Permitted
 - 8.3.4 23/504294/FULL Land Adjacent To The Hawthorns Pye Corner Ulcombe Kent ME17 1EF
Change of use of the land for the stationing of 3no. mobile homes and 3no. touring caravans for Gypsy/Traveller occupation, with associated hard and soft landscaping.
Irene Bowie Clerk to Ulcombe Parish Council
ME14 9BE PO Box 1456, MAIDSTONE. ME14 9DP

Application Permitted

8.3.5 23/503722/FULL Golden Oaks Pye Corner Ulcombe Kent ME17 1ED
Demolition of existing dayroom and erection of a replacement dayroom together
with associated landscaping (Resubmission 22/505594/FULL).

Application Permitted

8.3.6 23/502899/FULL Barn At The Rear Of The Oaks Lenham Road Kingswood Kent
ME17 1LU

Retention of existing barn and change of use and conversion to self-catering
holiday let accommodation.

Application Permitted

8.4 To consider any late planning matters.

8.5 To consider developers requests for meetings with parish councillors.

9. Recreation Play Area/Car Park:

9.1 To consider the inspection and maintenance of benches in the recreation ground

9.2 To agree the replacement of the roundabout and see-saw

9.3 To consider matters pertaining to the Village Hall.

9.3.1 To discuss the Village Hall Lease - update

9.4 To receive and consider any other matter pertaining to the recreation ground/car park.

9.4.1 To consider defibrillator and CPR training

10. To consider a proposal from the Village Hall Management Committee.

We would like to rejuvenate the area behind the Village Hall for the Community of Ulcombe who will benefit by providing a safe place for young Children, where they can be supervised by their Parent/Carer and giving a relaxed, restful place for the older Residents to come and sit. An area for the Community to come and meet up and socialise with others providing an aesthetically pleasing place to dine, picnic etc. giving our Groups, Drop in, Share and Repair and the Community Breakfast another dimension.

This would involve adapting the area as follows:

To lower the hedge that runs along the road and create a raised platform with seating which would provide an area with lovely views across the Countryside whilst enjoying tea and cake and perhaps an evening meal.

Tables and chairs would be placed on the area of grass where the fencing is at present, a play area with a wet pour surface next to the far back wall of the Hall, planting scheme around the perimeter with a picket fence to keep the children safe, arbour for shade and a shed to be erected for toy storage next to the oil tank.

11. Correspondence:

11.1.1 To Table Items of Late Correspondence:

11.2.2 To Table items circulated:

11.2.1 Resident email regarding Land behind Pavilion Eastwood Road 23/504704

14. Agenda Items for the next meeting

15. Consideration of items to be taken in private (Exclusion of Public and Press):

There are only a few reasons as to why, legally, the public and press can be excluded from a meeting. The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies." It is generally considered acceptable to exclude the press and public if the agenda item relates to the consideration of tenders, leases, purchases of assets, for matters relating to staffing covered by the Data Protection Act and to consider complaints against the council or a code of conduct complaint

15.1 Staffing Matters

15.2 Working Practices

15.3 To consider Solicitor's Quotations

15.4 To consider legal advice regarding the Recreation Ground and Village Hall Lease

15.5 To consider quotations for the new playground equipment

15.6 To consider quotations for monthly playground inspections

15.7 To consider the quotation for Recreation Ground Maintenance 2024/25