

# ULCOMBE PARISH COUNCIL

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

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

There were 2 residents present and Russell Jarvis of Jarvis Developments.

1. 

(a) **Apologies for absence** were received and accepted from Cllr Boland and Cllr Charlton (Work Commitments). County Councillor Emberson and Borough Councillor Round also tendered their 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 his forthcoming planning application at Chegworth Mill.

3. **The Minutes** of the meeting held on 4 December 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** – There was no report received.

**Borough Councillor Report** – There was no report received.

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: 26/500220/PIP PROPOSAL: Permission in Principle for the erection of up to 9 dwellings together with all necessary infrastructure. ADDRESS: Land At Headcorn Road Ulcombe Kent ME17 1EA. It was RESOLVED to approve this application.

APPLICATION REF 25/505188/OUT Outline planning application for the erection of up to 263 dwellings including affordable housing, with land for community and

sports uses (use class F2), public open space, landscaping, sustainable drainage system (SuDS) and vehicular access. All matters reserved except for access. ADDRESS: Land At Lenham Rd - Headcorn Lenham Road Headcorn Kent TN27 9AF. It was RESOLVED to refuse this application.

APPLICATION REF: 26/500371/FULL PROPOSAL: Erection of annexe for ancillary use to the main dwelling following removal of the existing garage. ADDRESS: Wesley Cottage Eastwood Road Ulcombe Kent ME17 1ET. It was RESOLVED to approve this application.

(b) No planning appeals were received for consideration.

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

APPLICATION REF: 25/504267/FULL PROPOSAL: Demolition of existing garage. Erection of 1-bay garage, 3 bay car port with annexe accommodation above and erection of a single storey workshop. ADDRESS: Wesley Cottage, Eastwood Road, Ulcombe, Kent ME17 1ET. **WITHDRAWN**

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. **APPROVED**

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. **REFUSED**

(d) Notification was received of Tree Preservation Order MBC 5001/2026 TPO – Woodland South of Lenham Road, Ulcombe. This was duly noted.

## 7. Finance

(a) The following receipts had been received:-

HMRC	VAT Return	£5,897.53
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(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	22.44
002519	Ulcombe Village Hall	Hall Hire	98.00
002520	H Anderson	Salary & Expenses	799.70
002521	HMRC	Tax & NI	226.61
DD	Hugo Fox	Clerk Email Address	2.99
DD	IONOS	Councillor Email Addresses	36.00
DD	EDF Energy	Pavilion Electricity	23.12
002522	P Waring	Grounds Maintenance	1327.56

002523	H Anderson	Salary & Expenses	661.00
002521	HMRC	Tax & NI	226.81
<b>Total</b>			<b><u>£3,463.22</u></b>

(c) The Bank Reconciliation was presented at the meeting. The closing balance per the cash book as of 2 February 2026 was £312,078.64 for the main current account, £105.42 for the deposit account and £32,748.94 for the 95 day liquidity account.

(d) Notification has been received from Maidstone Borough Council that the Parish Services Scheme for 2026/2027 will be £2,353. A 3% increase from 2025/2026.

## **8. Correspondence**

(a) Notification had been received of a Parish Council Environment Network Meeting. Due to the short notice of the meeting, a representative was unable to be attend, however, Cllr Diamond expressed an interest in attending a future meeting.

(b) An email has been received from Ulcombe Village Hall regarding the siting of a clothes bank in the car park. It was RESOLVED that the council was not in favour of this, and it was agreed to write to the Village Hall Chairman.

(c) A copy letter was received of Maidstone Borough Council's letter to Southeast Water following the recent loss of water to properties. It was also agreed to complete a recently received Weald of Kent questionnaire from MP Katie Lam as well as compiling our own letter to Southeast Water.

## **9. Clerks PC Storage**

It was RESOLVED to purchase a new encrypted and password protected external hard drive, in order to be compliant with Assertion 10 of the Local Governance and Accountability Return for 2025/2026 - Data Protection and Security.

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

(a) There was no play area inspection report received. Cllr Barlow agreed to carry out a weekly inspection upon receipt of a proforma checklist from the clerk.

(b) It was RESOLVED to confirm the grounds maintenance contract with P Waring for 2026/2027.

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

KALC Maidstone Meeting – The draft minutes were circulated from their meeting on 26 January 2026.

The clerk gave a short report on the Number 59 bus service meeting regarding the funding for the service in 2026/2027. A meeting was held with representatives from KCC. It is hoped that a positive and permanent solution can be secured for this service going forwards.

## **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.

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.

13. Enforcement – A report was received. It was RESOLVED to report this matter to Maidstone Borough Council for further investigation.

The Meeting closed at 9.10pm

**Approved by:**

**Date:**