



## ULCOMBE PARISH COUNCIL

Minutes of the Meeting of Ulcombe Parish Council held on Thursday 2<sup>nd</sup> November 2023 at 7.15 p.m. in Ulcombe Village Hall Headcorn Rd, Maidstone ME17 1EB

Present: Parish Cllrs R Robinson (Chairman) left at 8.35pm, A Diamond, L Easton, M Lingwood (Chairman from 8.35 pm until 8.55 pm

Also present: I Bowie (Clerk).

Members of the Public

### 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.

**RESOLVED:**

To accept the apologies and reasons given by Councillor P Titchener, Councillor I Moir, and Councillor S Charlton.

- 1.2 Declaration of Changes to the Register of Interests. There were none.

- 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. There were none.

- 1.4 Requests for Dispensations. None

- 1.5 Declarations of Lobbying.

Councillor Robinson 8.1.3 and 8.2.3

Councillor Diamond 8.1.3

Councillor Lingwood 8.1.3

- 1.6 Declarations of Intention to Record. The Clerk declared an intention to record.

### 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. The Minute Book will be closed.

Members of the public spoke regarding agenda item 8.1.3

**RESOLVED: To move agenda item 8 Forward to be heard before agenda item 3.**

### 8. Planning:

- 8.1 To consider the following applications:

- 8.1.1 **23/504346/FULL The Oscars Lenham Road Kingswood Maidstone Kent ME17 1LX**  
Erection of two-storey entrance extension.

**RESOLVED: No Objection ( Unanimous)**

- 8.1.2 **23/504353/FULL Oak Tree Cottage The Street Ulcombe Maidstone Kent ME17 1DU**

Change of use of land from agricultural land to residential garden. Demolition of existing garage and erection of a replacement double garage (part retrospective).

**RESOLVED: Objection (Unanimous)**

- 8.1.3 **23/504704/FULL Land At Eastwood Road Ulcombe Maidstone Kent ME17 1ED**  
Erection of 20(no) dwellings including affordable housing, parking, open space and landscape buffering with access from Eastwood Road. Erection of new community building including local shop and changing room facilities accessed from Headcorn Road.

**RESOLVED: No Objection (Unanimous)**

- 8.2 To table and validate planning applications dealt with since last meeting :  
**RESOLVED: Applications dealt with since the last meeting were validated and agreed.**
- 8.2.1 **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.  
**UPC Objection**
- 8.2.2 **23/504324/LBC The Harrow Inn The Street Ulcombe Maidstone Kent ME17 1DP**  
 Listed Building Consent for conversion of public house into 3no. two bedroom dwellings with associated gardens, access, parking, EV Charging points and 2no. cycle storage. Erection of single storey rear extensions and first floor extensions with insertion of dormers and rooflights.  
**UPC No Objection by majority. (6:1)**
- 8.2.3 **23/504322/FULL The Harrow Inn The Street Ulcombe Maidstone Kent ME17 1DP**  
 Change of use of public house into 3no. two bedroom dwellings with associated gardens, access, parking, EV Charging points and 2no. cycle storage. Erection of single storey rear extensions and first floor extensions with insertion of dormers and rooflights.  
**UPC No Objection by majority. (6:1)**
- 8.3 To table decisions by Maidstone Borough Council (DDC) since the last meeting.
- 8.3.1 **23/503748/SUB Hillcroft Ulcombe Hill Ulcombe Kent ME17 1DJ**  
 Submission of details to discharge condition 3 (surface dressing) of planning application 23/501441/FULL.  
**Application Permitted**
- 8.3.2 **23/502100/FULL Kings Oak Farm Crumps Lane Ulcombe Kent ME17 1EU**  
 Part conversion of existing barn and erection of single storey side extension to create visitors centre (resubmission of 21/501538/FULL).  
**Application Permitted**
- 8.4 To consider any late planning matters. It was AGREED that the Clerk would contact MBC Planning Officer regarding 23/503748 to request the addition of obscure glass to windows overlooking neighbouring properties.

**3. Reports from external parties (if present).**

Reports from County Councillor, Borough Councillor, Community Warden and Police Representatives if present. Not present.

**RESOLVED: To move agenda item 6 Forward to be heard before agenda item 4.**

**6. Finance:**

- 6.1 To note receipts of Income. Not available.
- 6.2 To authorise payments on the schedule (to be provided at the meeting):  
**RESOLVED: To approve the payments on the schedule.**
- 6.3 To consider any late financial matters. There were none
- 6.4 Banking Update  
 6.4.1 Unity Bank Application. Banking Mandate to be signed by Councillors.
- 6.5 To receive the bank reconciliation. The Bank reconciliation as at 1<sup>st</sup> September 2023 was noted as £61,747
- 6.6 To review Actual vs Budget 2023/24 Deferred to January 2024
- 6.7 To consider the 2024-25 Budget and Precept Requirements. Deferred to January 2024 Meeting

Councillor Robinson left the meeting at 8:35 pm. Councillor Lingwood Chaired the meeting.

**4. To receive reports from:**

- |     |                                                               |           |               |
|-----|---------------------------------------------------------------|-----------|---------------|
| 4.1 | Chairman Ulcombe Parish Council                               | No Report | Cllr Robinson |
| 4.2 | Parish Clerk ( on matters not included in other agenda items) |           | Irene Bowie   |

No matters to report.

4.3 Councillor's Reports There were none.

**5. Minutes of the Parish Council Meeting:**

**The September meeting minutes were unavailable and would be published in draft when completed.**

**7. Highways:**

7.1 Highways Improvement Plan

7.1 To Consider the new KCC Highway Information Pack 2023/24

7.2 To receive the parish portal report. Noted

7.3 To consider the No 59 Community Bus Service Update

7.4 To consider any other Highways matters. There were no updates.

**9. Recreation Play Area/Car Park:**

9.1 Inspections

9.1.2 To consider monthly quotations for monthly inspections of the play area. Defer to January 2024

9.1.3 To consider the inspection and maintenance of benches in the recreation ground. Discuss with Ken Parish

9.2 To consider the replacement of the roundabout and see-saw. Quotations for January 2024

9.3 To consider matters pertaining to the Village Hall.

9.3.1 To discuss the Village Hall Lease. Ongoing. Clerk to follow up

9.3.2 Any other matters pertaining to the Village Hall.

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

The Defibrillator provider can train 12 people in a session. Clerk to liaise with the Hopkins regarding dates.

**11. To consider the proposal from the Village Hall Management Committee (VHMC) for a new community hub.**

Awaiting information from the Parish Council Solicitors and no new information had been provided by the VHMV to be discussed.

**12. Correspondence:**

12.1.1 To Table Items of Late Correspondence:

13.2.2 To Table items circulated:

12.2.1 Highway Information Pack 2023/24

12.2.2 20 October Scam Alerts: This week, scams to be aware of in Kent.

12.2.3 South East Water project to upgrade the water main in Upper Street, Leeds, completed ahead of schedule.

12.2.4 MBC Polling District Review

12.2.5 M20 Moveable Barrier

12.2.6 Pollinator action plans for parish councils.

12.2.7 Ulcombe summer fete

12.2.8 Local Plan Review Main Modifications Consultation

12.2.9 KALC Annual General Meeting Notice 2023

All correspondence was noted.

**13. To consider meetings dates for 2024.** Clerk to email out the dates for 2024.

**14. Agenda Items for the next meeting.** Pollinator Action Plan.

**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.

There were no matters to be considered.

**There being no further business to be transacted, the Chairman closed the meeting at 8:55 pm**

**Signed on behalf of the Parish Council**

**Signature:**

**Date:**

**Chairman:**