



ULCOMBE PARISH COUNCIL

Parish Office C/o 16 Chaplin Drive, Headcorn, TN27 9TN

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Notice of meeting of the Parish Council

Dear Sir / Madam

I give you notice that the Meeting of the PARISH COUNCIL for Ulcombe will be held at Ulcombe Village Hall on Thursday, 5 September 2024 at 7.15pm.

All members of the Council are summoned to attend to consider and resolve upon the business to be discussed. The agenda is set out below.

(Parish Clerk)

29 August 2024

Members of the Public and Press are encouraged to come to the meetings, and there is an opportunity to address the Council.

BUSINESS TO BE TRANSACTED

1.
 - (a) Apologies for absence received and confirmed by the Council.
 - (b) Declaration of 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.
 - (d) Requests for Dispensations.
 - (e) Declarations of Lobbying.
 - (f) To confirm whether anyone in attendance intends to record or film the meeting.
2. Public Session (Meeting adjourned – minute book closed). Chairman to invite members of the public to speak on any items on the agenda only. The duration of speaking time will be at the Chairman's discretion.
3. To resolve that the minutes of the Council Meeting held on 1 August 2024 be taken as read, confirmed as a correct record and signed by the Chairman.
4. County Councillor and Borough Councillor Reports.
5. To receive an update about progress of resolutions from the last meeting. (Information Only)
6. **Planning**
 - (a) To consider any planning applications received for consideration up to the date of the meeting.

APPLICATION REF: 24/502947/LBC PROPOSAL: Listed Building Consent for relocation of existing kitchen, addition of new limestone flooring and under floor wet system heating throughout ground floor, removal of modern gyproc partition walls, new partition wall to first floor to provide separate access and fire escape, replacement of modern staircase and balustrade, installation of 1no. conservation rooflight, replacement of front door and 3no. french doors to rear

of property, replacement of double glazed windows, and replacement of safety glass to mill workings casing and improvements to modern timber enclosure.

ADDRESS: Chegworth Water Mill Chegworth Road Harrietsham Kent
ME17 1DD.

(b) To note planning decisions received from the Borough Council on recent applications.

7. **Finance**

(a) To note Receipts of Income.

(b) To authorise Payments listed on the schedule.

(c) To receive the bank reconciliation.

(d) To receive the conclusion of audit for the year ended 31 March 2024 and to resolve any actions identified (if any) to be taken.

(e) Budget Analysis (April to date)

(f) Unity Bank – to agree on whether you wish to proceed using this account or decide to close it.

8. **Correspondence**

(a) To receive an invitation for the Chairman to attend the Mayor's Garden Party.

9. **Village Hall**

(a) To consider the draft Memorandum of Agreement between the Parish Council and the Village Hall Management Committee.

10. **Play Area/Recreation Ground**

(a) To agree play area repair and renovation quote (may be deferred).

(b) To consider a quote for tree works to be undertaken as identified in the recent tree survey.

(c) To consider a quote for the refurbishment to the rear of the pavilion.

(d) To consider a quote for the recreation ground hedge cutting, rough ground work and bus shelter clearance of vegetation.

(e) To receive notification from the Village Hall Management Committee regarding the potential placement of 4 picnic tables at the rear of the village hall.

(f) To consider making enquiries regarding the establishment of bylaws to cover the Recreation Ground.

11. **Highways**

(a) To consider opening dialogue with Kent Highways regarding unexpected closures of roads in Ulcombe Parish on the basis of an "emergency" when at times this action seems to be an over-reactionary measure.

12. **Community Breakfast Councillor Surgery**

(a) To agree standard wording for the advertising of this to residents.

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

14. **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.

(a) To consider and agree to the Staff Recruitment Panel's recommendations for the engagement of a new Parish Clerk.

(b) To agree the salary scale and relevant terms of contract.