

ULCOMBE PARISH COUNCIL

Minutes of the Meeting held on Thursday, 6 February 2025 at 7.15pm at Ulcombe Village Hall.

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

Maidstone Borough Councillor, Z Trzebinski. Agent representatives for planning application 25/500125.

1.

(a) **Apologies for absence** from Cllr Charlton (Illness) were received and accepted.

(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 and the Planning Agent recorded the meeting.

2. **Public Session** – The planning agent spoke on planning application 25/500125.

17:21 Cllr Barlow arrived.

3. **The Minutes** of the meeting held on 9 January 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** – No report was received.
Borough Councillor Report – A short report was received.
5. **To receive an update about progress of resolutions from the last meeting.**

There were no additional updates provided.

6. **Planning**

(a) The following planning applications were considered:-

24/504858/FULL: Annies Garden Plot 2 The Meadows Lenham Road Headcorn Kent TN27 9LG Change of use of land to provide a single pitch, comprising a static home and touring caravan pitch, for residential use by Gypsies or Travellers within an existing Gypsy and Traveller site (Part Retrospective). It was RESOLVED to refuse this application.

APPLICATION REF: 25/500031/FULL PROPOSAL: Erection of two storey rear extension. Removal of chimney. ADDRESS: Constance Villa Pye Corner Ulcombe Kent ME17 1EF. It was RESOLVED to approve this application.

APPLICATION REF: 25/500125/FULL PROPOSAL: Erection of a general-purpose agricultural building for storage of hay and machinery. ADDRESS: Southover Manor Lenham Road Ulcombe Kent ME17 1LT. It was RESOLVED to approve this application. An external lighting condition is to be requested to prevent light pollution across the Greensand Ridge and the Low Weald.

APPLICATION REF: 25/500242/FULL PROPOSAL: Erection of a part first floor, part two storey front infill extension to create a new lobby and enlarged master bedroom, including 2no. dormers to east and west elevations to match the existing, alterations to fenestration, and tiled roof with roof window to existing conservatory. ADDRESS: Cowslip Cottage Windmill Hill Ulcombe Kent ME17 1LP. It was RESOLVED to approve this application.

(b) No planning appeals were received.

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

APPLICATION REF: 24/504619/FULL PROPOSAL: Section 73 Application for Variation of Condition 2 (to allow a new location and layout) and removal of Condition 5 (soft landscaping) pursuant to 22/502396/FULL for Creation of a sand school horse training area for private use. ADDRESS: Hillcroft Ulcombe Hill Ulcombe Kent ME17 1DJ. **PERMITTED**

APPLICATION REF: 24/502104/FULL PROPOSAL: Change of use of the land for the stationing of two mobile homes and 2 touring caravans and erection of two dayrooms for Gypsy/Traveller use (Part Retrospective). ADDRESS: Land Adjacent to Greengates Lenham Road Headcorn Kent TN27 9LG. **PERMITTED**

It was also noted that planning application 24/503940/FULL, Plumtree Park, Pye Corner, Ulcombe is being heard by the MBC Planning Committee on 13 February 2025. Cllr Titchener to attend.

(d) It was RESOLVED to produce a Parish Infrastructure Investment Plan. It was RESOLVED to hold an informal discussion on 27 February 2025 to agree on how to proceed. Cllrs Barlow and Boland suggestions for the Village Hall and Recreation Ground will also be discussed and a paper would be circulated in advance of this meeting.

(e) It was RESOLVED to meet with Jarvis Homes to receive an update on their proposals. The clerk to liaise with them for suitable dates.

7. Finance

(a) There were no receipts of income.

(b) It was RESOLVED to agree that the following payment was made:-

DD	IONOS	Council Email Address Fee	30.00
002462	Ulcombe Village Hall	Hall Hire (January-March 2025)	162.50
002463	Whitehead Monckton	Legal Fees	938.40
002464	Helen Anderson	Clerk Salary & Expenses	640.60
002465	HMRC	Tax & NI	166.11
002466	Ulcombe Village Hall	Football Toilets Electric & Water	131.40
002467	Commercial Services	Grounds Maintenance	159.00
Total			£2,228.01

(c) The Bank Reconciliation was presented at the meeting. The closing balance per the cash book as of 15 January 2025 was £10,039.32 for the main current account and as of 24 January 2025 it was £31,964.02 for the deposit account.

8. Correspondence

(a) An email was received from Maidstone CAN regarding Maidstone's Big Day Out event being held on 14 June 2025. It was RESOLVED to pass the details to Simon Odam which may be of interest to the Ulcombe Independent Productions Group.

9. Housing Need Survey – A planned meeting with Maidstone Borough Council on 7 February 2025 has been postponed. A new date is to be arranged.

10. Kent Highways

(a) A further update from Greg McNichol of Kent Highways was received and Cllr Titchener agreed to liaise further with them on some points that require clarification

(b) It was RESOLVED to contact Kent Highways to see if further protection can be placed on and around the edges of the traffic island of Eastwood Road/Headcorn Road to help prevent vehicles from cutting corners and damaging the sides.

(c) It was RESOLVED to contact Kent Highways to seek permission for a salt bin to be placed at the junction of Windmill Hill and Lenham Road. Cllr Diamond will provide further information to complete the eligibility criteria (Annexe A) as referenced to in their KCC Winter Service Policy.

(d) It was RESOLVED to purchase one Royal British Legion 'Unknown Tommy' silhouette. Following a discussion, it was RESOLVED that the silhouette would be placed on parish owned land rather than a traffic island which belongs to KCC and which requires a permit (with associated fees).

11. **Play Area/Recreation Ground**

(a) A play area inspection raised no new issues. It was noted that the manhole cover work had been completed on the recreation ground and the barriers would be removed shortly. It was felt that the wooden climbing frame would benefit from a power clean in the spring and a quote for this is in hand.

(b) New quotes for the refurbishment of the play area equipment should be finalised for the next meeting agenda.

12. **Matters for information, urgent matters at the discretion of the Chairman for noting only or any items for further discussion at the March 2025 meeting.**

There were no issues raised.

Public Bodies (Admission to Meetings Act 1960), the public and press be excluded from the meeting by the reason of its confidential nature.

13. An update was received on local enforcement matters currently being dealt with by Maidstone Borough Council.

14. An update on the document retention matter was received along with a draft letter for comment.

The Meeting closed at 9.30pm

Approved by:

Date: