

ULCOMBE PARISH COUNCIL

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

Tel: 07944668802 Email: clerk@ulcombeparishcouncil.co.uk

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, 11 July 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)

3 July 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. Co-option of Councillor and to sign the declaration of acceptance of office.
2.
 - (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.
3. 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.
4. To resolve that the minutes of the Council Meeting held on 9 May 2024 be taken as read, confirmed as a correct record and signed by the Chairman.
5. County Councillor and Borough Councillor Reports.
6. To receive an update about progress of resolutions from the last meeting. (Information Only)
7. **Planning**
 - (a) To ratify the planning applications made by delegated powers and includes:

APPLICATION REF: 24/501951/FULL PROPOSAL: Demolition of existing conservatory and erection of a single storey side and rear extension. Extension to two existing second floor rear dormers to form one. ADDRESS: Nut Tree Cottage Lenham Road Kingswood Kent ME17 1LX

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

APPLICATION REF: 24/501898/FULL PROPOSAL: External works involving the demolition of existing external steps and instalment of new accessible ramp access. Existing raised area to be extended. New balustrade to new retaining wall. Demolition of existing open timber pergola and erection of new oak framed garden shelter with hipped roof and oak shingles covering. Formation of new car park entrance. Replacement of existing paving with new sandstone paving. ADDRESS: Pepper Box Inn Windmill Hill Ulcombe Maidstone Kent

APPLICATION REF: 24/501759/FULL PROPOSAL: Change of use of land for the siting of 2no. static caravans, 2no. touring caravans and erection of 2no. day rooms for Gypsy/Traveller use with associated parking (part retrospective). ADDRESS: Plot 1 The Meadows Lenham Road Headcorn Kent TN27 9LG.

(b) To consider any planning applications received for consideration up to the date of the meeting and to include:-

Application Reference: 24/502320/FULL Proposal: Retrospective application for 2no. static caravans, 1no. day room, 2no. touring caravans and associated parking for Gypsy and Traveller use. Location: Unit 1 Plot 3 The Meadows Lenham Road Headcorn Kent

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

8. **Finance**

- (a) To note Receipts of Income.
- (b) To authorise Payments listed on the schedule.
- (c) To receive the bank reconciliation.

9. **Correspondence**

- (a) An email has been received from Maidstone Borough Council regarding forthcoming Ward Cluster meetings being held on 9 July 2024, 11 February 2025 and 8 July 2025.
- (b) Notification of Headcorn Parish Council Neighbourhood Development Plan Regulation 16 Consultation.
- (c) Notification of the South East Water Mains Renewal on Tilden Road, Headcorn starting in September 2024 with a 4 month completion date.

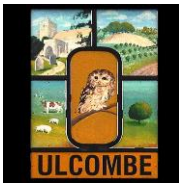
10. **Village Hall** – to discuss the way forward in relation to the Village Hall lease following an informal meeting with the Village Hall Management Committee Chairman.

11. **Declaration of Acceptance of Office Book** – to agree the purchase of a book from Shaw & Sons.

12. **Highway Improvement Plan** – to discuss items for inclusion.

13. **Play Area/Recreation Ground**

- (a) To receive the Monthly Play Area Inspection Report.
- (b) To receive notification that a Rospa Play Area Inspection will be carried out in July 2024.
- (c) To review and agree to a new litter pick contract for the period 2024/2025.



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- (d) To review quotes for the play area repairs, renovations and replacement of two pieces of equipment.
 - (e) To review a quote to repair and repaint the exterior of the Cricket Pavilion.
 - (f) To discuss the provision of a handrail and fencing to the Football Club toilet facilities.
 - (g) To confirm the purchase of additional no dog signs for the recreation ground.
 - (h) To review the recent Tree Survey findings.
14. **Parish Council Engaging with the Community** – to discuss the best ways to be visible to residents and communicate effectively.
15. Matters for information, urgent matters at the discretion of the Chairman for noting only or any items for further discussion at the next meeting.
16. **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 extend the SLCC Locum Clerk contract for two further months covering July and August 2024.
 - (b) To agree an interview date for candidates applying for the role of Parish Clerk.
 - (c) Clerk Handover and Archived Files.