

ULCOMBE PARISH COUNCIL

Minutes of the Meeting held on Thursday, 4 September 2025 at 7.15pm at Ulcombe Village Hall.

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

There were no residents present.

1.
 - (a) **Apologies for absence** were received and accepted from Cllr Charlton (Work Commitments).
County Councillor Emberson and Borough Councillors Round and Trzebinski all 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 recorded the meeting.
2. **Public Session**

No items were raised.
3. **The Minutes** of the meeting held on 7 August 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 – No report was received.
5. **To receive an update about progress of resolutions from the last meeting.**
 - (a) The play area repair/renovations order has been submitted and a date for works to start is awaited.
 - (b) An updated list from Ulcombe Water Watch has been received and a further letter to South East Water is being drafted.
 - (c) The Church Farm letterbox has been reinstated and is now able to take Royal Mail letters.

6. Planning

(a) The following planning applications were considered:-

APPLICATION REF: 25/503249/FULL PROPOSAL: Erection of a first floor rear extension. ADDRESS: Southover Manor, Lenham Road, Ulcombe, Kent ME17 1LT. It was RESOLVED to refuse this application and for it to go before committee if contrary to the officer's decision.

APPLICATION REF: 25/503104/FULL PROPOSAL: Erection of single storey side extension. ADDRESS: Four Oaks, Headcorn Road, Ulcombe, Kent ME17 1HD. 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: 25/502389/FULL PROPOSAL: Erection of a water tanks and pump store, shed and bin store. ADDRESS: Grain Store Cottage Stickfast Lane Ulcombe Kent ME17 1HA.

APPROVED

25/502685/FULL Erection of summer house/games room in place of existing tennis court.

East Kent Farmhouse Crumps Lane Ulcombe Kent ME17 1EX. **APPROVED**

Planning Appeal Ref: APP/U2235/W/25/3365827 Plot 1, The Meadows, Lenham Road, Headcorn, Kent TN27 9LG – **ALLOWED.**

7. Finance

(a) Maidstone Borough Council S106 Payment Grafty Green £ 25,073.50

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

DD	IONOS	Council Email Address Fee	36.00
DD	EDF Energy	Pavilion Electricity	23.14
002503	Amesis	Litter Picking Services	393.99
002504	H Anderson	Salary & Expenses	743.00
002505	HMRC	Tax & NI	262.57
Total			<u>£1,458.70</u>

(c) The Bank Reconciliation was presented at the meeting. The closing balance per the cash book as of 1 September 2025 was £41,365.24 for the main current account, £104.98 for the deposit account and £32,334.52 for the 95 day liquidity account.

(d) The Conclusion of Audit for the year ended 31 March 2025 was received and it was RESOLVED that no actions were required to be taken.

(e) The NALC Salary Awards for 2025/2026 have been received and noted.

8. **General Power of Competence** – Following the success of the clerk passing the CiLCA Section 7, General Power of Competence module and the Council meeting the criteria that two thirds of the Council were elected, it was therefore RESOLVED to adopt this power from 4 September 2025 until the Annual General Meeting in May 2026.
9. **Correspondence**
(a) Notification has been received of the Maidstone Parish Conference being held on 10 November 2025. It was RESOLVED for Cllr Titchener and Cllr Sharp to attend.
10. **Kent Highways** – The Kent Highways Improvement Plan items are ongoing.
11. **Play Area/Recreation Ground**
(a) A play area inspection has been carried and no new issues were reported.
(b) Further research is to be carried out for new signage relating to the bylaws, this will be in terms of both design and wording, to create maximum awareness.
12. **Reports of any external meetings attended by Councillors**

There were no reports received.
13. **Matters for information, urgent matters at the discretion of the Chairman for noting only or any items for further discussion at the September 2025 meeting.**

There were no items raised.

The Meeting closed at 8.15pm

Approved by:

Date: