



Coxheath Parish Council

ALL COUNCILLORS ARE HEREBY SUMMONED to the Parish Council Meeting due to take place on **Tuesday 30 June 2026 at 7.15pm in the Small Hall, Coxheath Village Hall** where it is proposed to transact the business shown in the agenda below.

The Meeting will be open to the press and public - Public Bodies (Admission to Meetings) Act 1960)

Louise Goldsmith

Louise Goldsmith, Clerk to Coxheath Parish Council

24 June 2026

AGENDA

- 42/26 Administration**
Fire Exits, Fire Meeting Point, Mobile Phones, Intention to Record.
- 43/26 Apologies for absence, Declarations and Dispensations**
a) Apologies for absence¹
b) To receive Declarations of Interest in respect of matters on this agenda.
Disclosable Interests: Under the Localism Act 2011.
Other Significant Interests: Under the Code of Conduct adopted by the Parish Council.
Other Interests: not required to be disclosed under (a) and (b) but voluntary announcements made for transparency reasons
c) Requests for Dispensations.
- 44/26 Co-Option**
To co-opt any new Members on to the Parish Council.
- 45/26 Minutes of the last Meeting**
To consider the minutes of the Annual Parish Council meeting held on the 26 May 2026 and if in order to authorise the Chair to sign as a true and accurate record²
- 46/26 Chairman's Report:** To receive any report.
- 47/26 Clerks Report/Past Matters (Information purposes only)**
- 48/26 County Councillor/Ward Member Report:** To receive any report.
- 49/26 Open Session:** No decision can be taken during this session but the Chair may decide to refer any matters raised for further consideration.
Councils cannot lawfully decide any business not specified on the agenda³
a) To comment on Agenda items
b) To raise new issues with the Parish Council

1. LGA 1972 s85 (1)

2. LGA 1972 sch.12, para. 41 (1)

3. LGA 1972, sch. 12 para. 10 (2) (b)

50/26

Committees/Working Groups

a) Planning Committee

- i. To receive the minutes of the meeting held on the 26 May 2026
- ii. To receive a report from the meeting held this evening

b) Staffing Committee

- i. To receive the minutes of the meeting held on the 16 June 2026
- ii. Appointment of a DPO
Recommendation: To appoint GDPR-info.
- iii. CCTV Policy
Recommendation: To adopt the policy
- iv. Community Warden Service
To receive an update and discuss the next steps

c) Finance Committee

- i. To consider a proposal from MBC to lease the car park adjacent to the Scout Hut
- ii. To consider an application for grant funding from the Scouts to refurbish the car park adjacent to the scout hut
- iii. Project List: To consider how to take this forward
- iv. To receive the accounts as at the 31 May 2026
- v. To receive a bank reconciliation as at the 31 May 2026
- vi. To receive a payments list for approval

d) Recreation and Open Spaces Working Group.

- i. To receive the minutes of the meeting held on the 2 June 2026
- ii. Huntingdon Village Green: Proposal to adopt, to receive an update

e) Traffic & Community Safety Working Group.

- i. Highways Improvement Plan Priorities: To receive an update
- ii. Meeting with Highways Steward: To note a date has been arranged
- iii. Heath Road: Vegetation encroachment
- iv. Highway Faults

f) Events and Communication Committee

- i. To receive an update on the event due to be held on the 5 September following a meeting held on the 17 June 2026
- ii. To receive an update on the arrangements for the Christmas Lights
- iii. To receive an update on the new website

51/26

Parish Matters

- a) Local Government Reorganisation: To receive any update
- b) Kent Police: To receive any update.
- c) Litter Picking: To receive any update

52/26

Administration

- a) Email Disclaimers for Councillors: To consider and agree

1. LGA 1972 s85 (1)

2. LGA 1972 sch.12, para. 41 (1)

3. LGA 1972, sch. 12 para. 10 (2) (b)

- 53/26 Representation at Meetings**
- a) Village Hall Committee
 - b) KALC Area Committee
 - c) Coxheath Community Group
 - d) Other Meetings
- 54/26 Correspondence/Consultations**
- a) Water issues: Petition
- 55/26 Confidential Items**
- 56/26 Date of Next Meeting:**
Parish Council Meeting: Tuesday 28 July 2026