



Coxheath Parish Council

ALL COUNCILLORS ARE HEREBY SUMMONED to the Parish Council Meeting due to take place on **Tuesday 27 October 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

22 October 2026

AGENDA

- 87/26 Administration**
Fire Exits, Fire Meeting Point, Mobile Phones, Intention to Record.
- 88/26 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.
- 89/26 Co-Option**
To co-opt any new Members on to the Parish Council.
- 90/26 Minutes of the last Meeting**
To consider the minutes of the Parish Council meeting held on the 29 September 2026 and if in order to authorise the Chair to sign as a true and accurate record²
- 91/26 Chairman's Report:** To receive any report.
- 92/26 Clerks Report/Past Matters (Information purposes only)**
- 93/26 County Councillor/Ward Member Report:** To receive any report.
- 94/26 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)

Committees/Working Groups**a) Planning Committee**

- i. To receive the minutes of the meeting held on the 29 September 2026
- ii. To receive a report from the meeting held this evening

b) Staffing Committee

- i. **IT Policy:** To approve a revised policy.
- ii. **GDPR Policies: Recommendation:** To adopt the Freedom of Information Policy; Email, Press and Social Media Policy.
- iii. **GDPR Training for Councillors:** To receive feedback

c) Finance Committee

- i. **Proposal to lease the Scout Hut Car Park:** Recommendation to agree to not progress a proposal from MBC to lease the car park and wait until the Unitary Authorities are in place.
- ii. To receive the accounts as at the 30 September 2026
- iii. To receive a bank reconciliation as at the 30 September 2026
- iv. 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 12 October 2026**
- ii. **Proposal to replace the playground equipment at the Stockett Lane playground**
Recommendation to Full Council to proceed with Caloo and to give delegated powers to the working to group to agree the final specification which could include the refurbishment of the sports wall and improvements to the side access up to the maximum budget of £98,000. The Clerk to then submit the S106 mandate to MBC. The working group to share the final design with the pre-school and village hall committee.
- iii. **Recommendation: To proceed with the first phase of the woodland management plan:** To agree a way forward.

e) Traffic & Community Safety Working Group.

- i. **To receive the minutes of the meeting held on the 1 October 2026**
- ii. Removal of redundant bus shelter on Heath Road
- iii. Highways Improvement Plan Priorities: To receive an update

f) Events and Communication Committee

- i. To receive the minutes of the meeting held on the 14 October 2026
- ii. To receive an update on the arrangements for the Christmas Lights to include the billing from UKPN.
- iii. Recommendation to Full Council that an Emergency Working Plan Group is set up to start the process off.

g) Community and Resilience Working Group

- i. To receive the minutes of the meeting held on the 6 October 2026

1. LGA 1972 s85 (1)

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

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

96/26

Parish Matters

- a) Local Government Reorganisation:
To note the Government's announcement
- b) Maidstone Local Plan: To receive any update
- c) Kent Police: To receive any update.
- d) Litter Picking: To receive any update

97/26

Representation at Meetings

- a) Village Hall Committee
- b) KALC Area Committee
- c) Other Meetings

98/26

Correspondence/Consultations

99/26

Confidential Items

100/26

Date of the Next Meeting:

Parish Council Meeting: Tuesday 24 November 2026

1. LGA 1972 s85 (1)

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

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