Coxheath Parish Council

ALL COUNCILLORS ARE HEREBY SUMMONED to the Parish Council Meeting due to take place on **Tuesday 24 November 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 **18 November 2026**

AGENDA

101/26 **Administration**
Fire Exits, Fire Meeting Point, Mobile Phones, Intention to Record.

102/26 **Apologies for absence, Declarations and Dispensations**

a) Apologies for absence[1]
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.

103/26 **Co-Option**
To co-opt any new Members on to the Parish Council.

104/26 **Minutes of the last Meeting**
To consider the minutes of the Parish Council meeting held on the 27 October 2026 and if in order to authorise the Chair to sign as a true and accurate record[2]

105/26 **Chairman's Report:** To receive any report.

106/26 **Clerks Report/Past Matters (Information purposes only)**

107/26 **County Councillor/Ward Member Report:** To receive any report.

108/26 **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 agenda[3]

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)

109/26 **Committees/Working Groups**

a) **Planning Committee**

i. To receive the minutes of the meeting held on the 27 October 2026
ii. To receive a report from the meeting held this evening

b) **Staffing Committee**

i. To receive any update

c) **Finance Committee**

i. To receive the minutes of the meeting held on the 12 November 2026
ii. To receive an update on the draft agreement for the services of a Community Warden
iii. Replacement noticeboard for the village centre
iv. Disposal of Whitebeam Drive and Fairhurst Drive Play Areas and the recreation ground (Middle Field and Beacon Field): To receive any update
v. To receive an update on the Grounds Maintenance Contract
vi. To review the draft budget and consider the precept requirements
vii. To receive the accounts as at the 31 October 2026
viii. To receive a bank reconciliation as at the 31 October 2026
ix. 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 November 2026
ii. To receive an update on a proposal to replace the playground equipment at the Stockett Lane playground
iii. Recommendation: To proceed with the first phase of the woodland management plan

e) **Traffic & Community Safety Working Group.**

i. Highways Improvement Plan Priorities: To receive any update
ii. Salt Bags

f) **Events and Communication Committee**

i. To discuss the arrangements for the Christmas Lights.

g) **Community and Resilience Working Group**

i. To receive any update

110/26 **Parish Matters**

a) Meeting dates 2027: To discuss
b) KALC Community Award 2027: To receive nominations
c) Local Government Reorganisation: To receive any update
d) Maidstone Local Plan: To receive any update
e) Kent Police: To receive any update.
f) Litter Picking: To receive any update

1. LGA 1972 s85 (1)
2. LGA 1972 sch.12, para. 41 (1)
3. LGA 1972, sch. 12 para. 10 (2) (b)

111/26 **Representation at Meetings**

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

112/26 **Correspondence/Consultations**

Polling Districts Review

113/26 **Confidential Items**

114/26 **Date of the Next Meeting:**
Parish Council Meeting: Tuesday 15 December 2026

1. LGA 1972 s85 (1)
2. LGA 1972 sch.12, para. 41 (1)
3. LGA 1972, sch. 12 para. 10 (2) (b)