

# HADLOW PARISH COUNCIL

Minutes of the Meeting of Hadlow Parish Council duly convened and held on  
Monday 14 October 2024 at 7.30pm in Old School Hall

---

**Present:** Cllrs Collins (Chairman), E Bright, D Carey, M Harvey & S O'Shea

**Also in Attendance:** M Stepkowski (Parish Clerk), KCC Cllr S Hudson, TMBC Cllr's J Lark & S Crisp, 2 representatives of Hadlow Park Residents Association, 3 members of the public were also in attendance

---

**4758 To receive apologies, reasons and approval of absences**

**Resolved** to approved Council absences: Cllr's O Baldock, J Massy, J Newman.  
Proposed Cllr Collins, seconded Cllr Bright and carried unanimously

**4759 To receive declarations of interests**

Cllr Harvey declared an interest with regards to item 12: Walnut Tree Cottage as a neighbour.

**4760 To receive HPC Minutes of 9 September 2024 are a correct record**

**Resolved** to approve the Minutes of 9 September 2024 as a correct record. Proposed Cllr Bright, seconded Cllr Harvey and carried unanimously.

**4761 To receive an update of progress of resolutions & matters from the last meeting not on current agenda**

Minute 4753 Golden Green Triangle Signpost: KCC Cllr Hudson confirmed that the Highways Manager was chasing the matter.

Minute 4754 Millenium Stone: The matter had been referred to P&E Committee who had concluded that the completion of the project would be deferred until future finances allowed.

Minute 4755 AGAR - .gov.uk domain and emails: F&GP Committee had considered the report and guidance related to this matter. The set up costs had been considered as part of the 24/25 expenditure forecast and concluded there were insufficient funds currently to justify registration for the .gov.uk domain and email system.

**4762 To resolve P&E (Planning & Environment Committee) Minutes of 17 September 2024 are a correct record**

**Resolved** to approve the P&E Minutes of 17 September 2024 as a correct record.  
Proposed Cllr Carey, seconded Cllr O'Shea and carried unanimously.

**4763 To resolve F&G (Finance & General Purposes Committee) Minutes of 7 October 2024 are a correct record**

**Resolved** to approve the F&GP Minutes of 7 October 2024 as a correct record. Proposed Cllr Harvey, seconded Cllr Bright and carried unanimously.

**4764 TMBC & KCC Matters**

KCC Cllr Hudson reported that members were considering a budget for 2025/26. Difficult decisions would be necessary particularly as there were already severe constraints on resources, funds and manpower.

The government funded Bus Improvement Plan would continue to run until the end of the 2025 academic year supplemented by KCC funds. The routes remained predominantly school routes. Future plans to continue the programme were dependent on whether or not government funding would be available.

TMBC Cllr Lark confirmed that the Borough had submitted its response to the NPPF (National Planning Policy Framework).

The Appeal A Ref: APP/H2265/C/22/3291790 Land adjacent to Maidstone Road, Hadlow, Kent TN11 0JD. Original Application TM/21/02156/FL. Had concluded as follows:

*“ 41. For the reasons given above, I conclude that Appeal A partially succeeds on ground (a), but only in relation to Plot 4 and the access road, and not the rest of the land attacked by the notice. I shall grant planning permission for the use and operations as described in the notice as corrected in relation to Plot 4 and its access only. Otherwise, the notice is upheld, and the appeal dismissed. 42. In these circumstances the appeal on ground (g) does not fall to be considered. 43. For the reasons given above Appeal B is allowed.”*

The Hadlow Manor planning application had now been approved and would proceed.

Cllr S Crisp had attended the Maidstone Active Travel meeting which was informative in addition to the recent green energy event in Plaxtol. There had been a presentation by Community Energy South Company in which local residents had invested in the green energy source saving them money. Cllr Crisp continued to study the progress and to look at similar projects that could be initiated locally.

**4765 To receive report from PCSO and Community Warden**

No reports received.

**4766 To receive Chairman and Clerk's report**

The Clerk reported the following:

- Community Breakfast: the October breakfast had been a big success with 40 attendees. The next one was Sunday 17 November.
- Senior Christmas Lunch: this was to be held on Sunday 15 December for those 65yrs and older.

- Other projects ongoing and waiting for further quotes: Village Hall patio area, cemetery extension, St Mary's Churchyard gate columns, tow bar and trailer for Caretakers work truck.
- Allotment income – a majority of tenants had paid and those outstanding would be chased in line with tenancy agreement at the end of October.
- Christmas Lights – it was hoped to purchase the new Pea Lights as part of the existing years budget with some related costs being spread over a three year period as a quote had now been received.
- Remembrance Sunday – Poppy wreaths had been ordered.

#### **4767 Public Time and Parish Matters**

Chair confirmed to resident enquiry; Dandara had lodged an appeal with reference to the Court Lane site but Council were not aware of any decision to date.

St Marys Churchyard Wildlife Survey report by Cllr Carey:

*“Back in the New Year I reported to Council that I had been invited to participate in the county-wide development of the Local Nature Recovery Strategy on the species technical group. There has also been a lot of work done on Kent's special habitats which I have also sat in on, representing both the Parish and the network of Kent Volunteer Tree and Pond Wardens.*

*As guided by central government, there has been a focus on flagship species and habitats together with the county-wide effort to stop the overall current continuing loss of our wildlife by 2030 and start to actually begin to recover it (actually increase biodiversity) by 2040.*

*While I haven't had the technical knowledge to contribute as much as I would have liked to for the species technical group, this has still involved a lot of work over 2024, and it is now approaching a state suitable for public consultation on the draft work. The overall strategy for nature recovery in Kent will be publicised over the coming winter and spring.”*

As part of the survey at St Mary's Churchyard several species of fungi had been identified in the later months of the year including Wax Cap fungi. Three of the fungi were indicative of a somewhat rare habitat being provided within the churchyard which is nutrient-poor grassland.

Cllr Carey confirmed that at the present time no changes to the existing grounds maintenance works in the churchyard was necessary and that the fungi grow better in cut grassland.

He concluded by reminding members that the government Biodiversity Net Gain and Local Nature Strategy should be considered as part of planning applications.

## 4768 Correspondence

- Kent County Playing Fields Association – subscription £20; Council to consider whether to subscribe or cancel.

Resolved to approve the membership to the Kent County Playing Fields Association at £20. Proposed Cllr Harvey, seconded Cllr O’Shea and carried un.

It was agreed that membership was valuable and allowed local sporting groups to apply for funding. The Clerk to notify the Hadlow Cricket Club and Kent Buccaneers of the funding opportunities through membership.

- Walnut Tree Cottage – consideration of support to purchase section of land on access drive to Hadlow Primary school and Old School Hall

The Chair reminded members that the Council had shared responsibility for the maintenance costs of the access drive but did not own the land in question which was owned by Kent Education. It was agreed that Council were not in a position to support the request by the residents of Walnut Tree Cottage as it could be seen as pre-determination if the purchase was completed and a subsequent planning application submitted.

## 4769 To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:

### Finance & General Purposes Committee

#### a) To resolve payments to date:

**Resolved to approve payments to date (appendix a).** Proposed Cllr Harvey, seconded Cllr Collins and carried unanimously.

#### b) To resolve September accounts (bank reconciliation, income & expenditure, cost centre report, bank statements, trial balance)

**Resolved to approve September Accounts in their entirety.** Proposed Cllr Harvey, seconded Cllr O’Shea and carried unanimously.

Cllr Harvey confirmed that the current budget was on track for year end with second half of the precept received in September. Landscape Services were still to provide invoices for grounds maintenance April to September and the Clerk continued to chase.

#### c) To consider draft Budget

Work on the budget was ongoing and not currently in the public domain. In the last four to five years council had tried to keep the precept request minimal. This could no longer continue and a considerable rise in the precept was required to ensure that a threshold was met which would hopefully alleviate further significant increases in the coming years.

d) **To consider** Earmark reserves

This remained part of the budget process and Council needed to consider increasing some of the existing earmarked reserves and setting up new ones where required.

The current Cemetery Reserve stood at fifty thousand pounds but a recent quote to complete surfacing and other related works to the extension had exceeded the reserve therefore as part of the budget process members were obliged to increase the reserve by a considerable amount. In addition to the cemetery extension, St Mary's Churchyard was also under this category and a Parish Council responsibility. The stone entrance columns had deteriorated and weakened. Quotes were being sourced for replacement. An initial quote for steel replacements had exceeded five thousand pounds, but other alternatives were being considered. Members were aware that they had to justify the use of public funds and therefore would consider an appropriate repair/replacement that fitted the purpose but may not be as aesthetically pleasing.

With regards to the Old School Hall Reserve recent kitchen refurbishment to maintain hygiene standards had depleted most of the funds and again this needed to be topped-up in preparation for other maintenance, repairs and renovations necessary soon.

Planning Applications

**TM/24/24/01394/PA** - Tree Notification Conservation Area: Clear self-seeded stems of willow and lower growth of main tree growing out over footpath to give clearance (standing in verge opposite to Hadlow Kebab and Fish Bar). High Street, Hadlow, Tonbridge.

**This application had already been approved by TMBC**

**24/01340/PA** - Proposed replacement of a storm damaged forestry building. Land At Junction of Common Road And, Matthews Lane, Hadlow, Tonbridge  
**Application commented upon at P&E 17/09/2024**

**24/01503/PA** - Proposed extension of vehicle crossover. 5, Lonewood Way, Hadlow, Tonbridge, TN11 0JB  
**HPC No objection**

**24/01465/PA** - Conversion of a section of agricultural land to residential garden land. Hazelwood Farm At, Hazelwood Farmland, Maidstone Road, Hadlow, Tonbridge  
**HPC no objection**

**4770 To receive reports from representatives of external committees and pass such resolutions thereon as may be necessary:**

- KALC (Kent Association of Local Councils) – Cllr Bright confirmed next meeting AGM in November.
- TMBC Parish Partnership Panel – Cllr Bright confirmed next meeting 21/11/24
- TMBC Joint Transportation Panel – No report
- TMBC Standards Committee – No report

**4771 Motion to Exclude the Press and Public (to enable Council to consider any items on the agenda in which significant aspects will be of a confidential and financial nature).**

**To consider and resolve** as to whether Hadlow Parish Council will join the Parish Alliance currently comprising of Borough Green, Platt, Wrotham, Ightham Shipbourne and Plaxtol PCs

This matter had been addressed at an earlier meeting and resolution not to join the Parish Alliance

**There being no further business the meeting closed at 20:26 hrs.**

**Date of next meeting: Monday 11 November 2024 at 7.30pm at Old School Hall.**

**Signed**

**Date**

## Appendix a

1410	MFG - Minibus Fuel DK19	52.69
1411	Lloyds Service charges	9.50
1412	CVM World (Car Van & Minibus Ltd) Final Instal MF24BPK Minibus	27527.00
1413	Gallagher (Amendment to Policy to change from CA65 to MF24)	368.96
1414	Landall - Inv426 Copier Usage	39.60
1415	AJGIBL Gallagher - Inv256 HPC Insurance 10/10 to 30/09/2025	8028.91
1416	Screwfix - Inv1230 4 Section 12 Way Ladder 3.39m	119.99
1417	Staff Pay Wk24	5830.14
1418	HMRC Wk24 PAYE	1792.46
1419	Bluegate Svs - Minibus Fuel to Stoke on Trent to collect new bus	73.45
1420	Post Office - P/Cash Transfer	55.29
1421	MFG - Fuel	28.57
1422	MFG - Fuel	48.08
1423	Parish Clerk - B&B & Home Bargains Clean Equip/Mater	44.92
1424	Parish Clerk - Ping Insurance Truck	24.99
1425	Equans - Inv720 Removal Street Light Lonewood Way	1,396.72
1426	SMB Records - Paper Waste Consolte	18.00
1427	Hadlow Village Hall - Water and Gas Hyarts 10/6-01/10/24	255.32
1428	EJP Fire Protection Ltd - Inv605 Exting&Alarm HY/MC/HOS	965.40
1429	King & Sons - Inv6279 Skip Allotments	340.00
1430	KALC - Inv349 Finance Conference Clk	81.00
1431	KCS Eductation - Inv407 Stationery £41.03 Paper Towel £28.993inv304	118.81
1432	CP Gardening - Inv2024-09 Grass Cutting St Marys & Signpost	240.00
1433	Smashing Glass & Glazing Ltd - Inv8829 Hyarts Door Gl Replacem	240.00
1434	CTA - Inv401 Minibus Section 19 Permits	22.00
1435	Zest - Inv378 Hall Cleaning Sept & Clean Materials	832.92
1436	Lloyds Bank - Inv589 Sv Chg 10/8-9/09/24	10.75
1437	Llandall - Inv 815 Copier Readings	42.11
1438	D Clerk - Inv..... Allotment Tap and Permit Holder Minibus	15.43

All Invoices Listed Have Been 'Examined, Verified And Certified' By The RFO.