

HADLOW PARISH COUNCIL

**Minutes of the Meeting of Hadlow Parish Council duly convened and held on
Monday 10 February 2025 at 7.30pm**

Present: Councillors N Collins (Chairperson), O Baldock, E Bright, M Harvey, J Massy.

Also in attendance: M Stepkowski (Clerk & Minute Taker), TMBC Cllr J Lark, PC Mayers, Hadlow Park Association representative

4816 To receive apologies, reason, and approval of absences.

Approved Council absences: D Carey, J Newman

Other absences noted: KCC Cllr Hudson, TMBC Cllr Crisp & Community Warden D Wakeling

4817 To receive Declarations of Interest

None.

4818 To approve HPC Minutes of the meeting held on 13 January 2025 are a correct record

Resolved to approve the Minutes of 13 January 2025 as a correct record. Proposed Cllr Baldock, seconded Cllr Massy and carried unanimously.

4819 To receive an update on progress of resolutions & matters from the last meeting not on current agenda

No matters addressed.

4820 To resolve P&E Minutes of 21 January 2025 are a correct record

Resolved to approve the P&E Minutes of 21 January 2025 as a correct record. Proposed Cllr Collins, seconded Cllr Bright and carried unanimously.

4821 To receive reports from TMBC & KCC

- a) Consultation: Government funding for Local Electric Vehicle Infrastructure (LEVI) to significantly increase the amount of public charge points in Kent [On-street electric vehicle charging](#). Noted and the Chair of Council had completed the application as a private individual.
- b) Consultation: safety Of Lithium-ion Batteries Campaign. Noted

- c) Kent County Council Amendment to No.62 Order 2025 – to extend the double yellow lines at bust stop outside Hadlow Pharmacy: [High Street, Hadlow in the Borough of Tonbridge & Malling - Amendment 62: Waiting Restrictions](#)

Members acknowledge that the double lines would be beneficial providing that enforcement was implemented.

- d) Devolution Priority Programme (DPP).

TMBC Cllr Lark reported on the letter as set out below from the leaders of Kent County Council (KCC) and Medway Council, Cllrs Roger Gough and Vince Maple with regards to the formal expression of Kents interest in joining the Devolution Priority Programme (DPP).

“It is with regret that we write to inform you that we have not been included on the DPP programme.

Not being part of this accelerated devolution programme is undoubtedly disappointing, given that Kent and Medway made it clear to Government that we were ready and willing to meet its ambitious timeline and work towards a mayoral election in Kent in 2026. The reason we have been given is both confusing and insufficient and we will be seeking more detail from Ministers as to the rationale as soon as possible.

We remain committed to securing a deal for Kent and Medway and will continue the valuable work with you that we have carried out across the county, to shape the best possible deal for our region.

We will continue to lobby ministers to ensure that Kent and Medway remain top of the list when the next round of devolution deals in the UK is decided.

We would like to thank you once again for your collaborative approach and ongoing work.”

As the application had been declined KCC elections in May would proceed.

- e) Planning Appeal re application 22/01474/FL: Land formerly West part of Court Lane Nurseries. Appellant Dandara South East Ltd.

TMBC Cllr’s Lark & Crisp, KCC Cllr Hudson attended the appeal and expressed their concerns over the proposed development. Cllr Lark raised concerns as to the lack of objection from KCC on traffic grounds with no report being submitted on both this application despite his view that it was a crucial element.

TMBC Matters:

Budget 2025/26 – this was to be set next week.
Bi election to be held in Snodland.

Cllr Crisp had submitted the following the report although not present at the meeting.

1. *TMBC are considering funding to create Community Energy feasibility Projects across the Borough and setting up a platform to gather information which would be carried out by Community Energy South (a nonprofit making company)*
2. *CES have over 45 successful Solar Projects on the go at the moment.*
3. *Would HPC consider a presentation by Ollie Pendered,(the MD of CES), at the next HPC meeting if appropriate who would explain how this could happen and the benefits it would bring to Hadlow?*
4. *The A26 Pedestrian/ Bike path Phase 1 has a date in February when work is scheduled to start. This is the from the Garage to Haywards Farm Shop.*
5. *Although this is very encouraging I am continually pointing out that Phase 2 is the most dangerous part of the route and how practical it would be for TMBC to work on on Phase 2 at the same time to save money....We will see how it pans out!*
6. *I went to the Public Enquiry concerning the Dandara Housing Application a week or so ago and read out my objections on behalf of Hadlow residents. These were copied and noted by the inspector so now we must wait and see if they made any difference which I suspect they will not.*

4822 To receive report from PCSO & Community Warden

PC Mayers report on recent incidents within the Parish and surrounding area:

There had been reports of drink driving and bad driving and she requested where possible the public note vehicle registration and details of if it safe to do so. This assists the police with their investigations.

Door knocking – a report had been received multiple times by a resident. Police advice in these cases is not to answer the door and if concerned report to the police. Again, if it is possible to get a description of the culprit, vehicle they are driving etc without opening the door it is useful.

1 Car theft

The Chair thanked PC Mayers who was then granted permission to retire from the meeting.

4823 To receive Chairman and Clerk's report

Phase 1 Cycle Path Hadlow to Tonbridge: vegetation clearance was due to commence during February. Noted

Kent Association of Local Councils Chairmen's Forum 27/01/25 – The Chair had sat in on the meeting and summarised for the Council. The big topic of conversation had been English Devolution and the possible transfer of assets and non-statutory services to Parish Councils with concerns raised as to the assets being passed over in a poor state and Parish Councils being put under big pressure to accept them or lose them.; the transfer of public toilets and some of the KCC Community warden service served as an early warning.

4824 Public Time & Parish Matters

Culvert at James's Place KCC Structure #1544: The Clerk confirmed to Cllr Baldock that in a response to residents' concerns about blockages and responsibility for the culvert that the clearance and inspections of the culvert were KCC responsibility and two emails and a historic letter had been provided to the Clerk demonstrating the responsibility by the Environment Agency. The email from 19/12/2019 from N Coppin, Structures Revenue Engineer, KCC Highways, provides details as follows:

"Dear All,

We have had this enquiry from a variety of sources recently, Structure 1544 is inspected by a KCC bridge inspector on a monthly basis as part of structures prone to flooding programme. The debris which builds up on the trash screen is cleared as part of the inspection. The structure was last inspected on the 01 December 2019 and is due to be next inspected w/c 06th Jan 2020. I have asked one of our inspectors to visit site today to ensure the grill is clear in advance of the Christmas Period.

We are fully aware of our responsibility in respect to this structure. If future discussions are had with the residents, please can they be advised that the structure is inspected monthly and if they have concerns in respect to the build-up of debris on the screen to contact KCC via the helpline 03000 418181."

4825 Correspondence

Premier Shop Front – resident email requesting Premier Shop frontage be aesthetically improved. Council responded confirming they have no Power to take action, however had provided the resident with details of the TMBC business grant scheme that enables shop owners to improve their shop frontage <https://www.tmbc.gov.uk/business/apply-business-grants>.

The Clerk was asked to provide the shop with the details.

4826 To receive reports from representatives of committees and pass such resolution thereon as may be necessary:

F&GP (Finance & General Purposes Committee) – Cllr Harvey to report

a) To resolve payments to date via cheque/faster payment

Resolved to approve cheque and faster payments 1508 to 1521 (appendix a) Proposed Cllr Harvey, seconded Cllr Baldock and carried unanimously.

b) To resolve January accounts (bank reconciliation, income & expenditure, cost centre report, bank statement, trial balance)

Resolved to approve January accounts in their entirety. Proposed Cllr Harvey, seconded Cllr Massy and carried unanimously.

c) **To consider and resolve the amount to be invested into CCLA fund**

Resolved to invest one hundred thousand pounds (£100,000) into CCLA fund with instant access account. Proposed Cllr Harvey, seconded Cllr Baldock and carried unanimously.

Resolved to have three authorised signatories initially, being the Clerk, Cllr Harvey and Cllr Collins. Proposed Bright, seconded Cllr Baldock and carried unanimously.

d) **To resolve Grounds Maintenance Contract for April 2025-26 with works being facilitated by both Kent Grasslands Ltd and CP Gardening.**

Resolved to approve the Grounds Maintenance Contract for April 2025-26 with works being facilitated by both Kent Grasslands Ltd and CP Gardening. Proposed Cllr Harvey, seconded Cllr Bright and carried unanimously.

e) **To ratify the purchase of 4# CCTV Cameras from RG Networks to replace old and weather damaged cameras. Cost to include labour**

Resolved to approve the purchase of 4# CCTV Cameras (Zoom Hikvision 5mp colour cameras) from RG Networks at a cost of £556.00 net and labour £400.00 net. Proposed Cllr Harvey, seconded Cllr Baldock and carried unanimously.

f) **To resolve approval of quotation from Silva Arboriculture for tree inspections on Parish land at a cost of £1142.00**

Resolved to approve the quotation from Silva Arboriculture for tree inspections on Parish land at a cost of £1142.00. Proposed Cllr Harvey, seconded Cllr Bright and carried unanimously.

P&E (Planning & Environment Committee) – Cllr Baldock to report

a) **Planning applications for consideration:**

24/01897/PA - Proposed stationing of Domestic Ground Mounted Solar Panels in residential garden. Bells Farm, 501, Bells Farm Road, Hadlow, TN11 0JR
HPC Noted as application within East Peckham Parish

25/00082/PA – Tree Notification Conservation Area (see appendix b for detail) North Frith, North Frith Park, Hadlow,
HPC No Objection

24/01317/PA - Proposed 2 Bay Car Port with Store. Lynwood, Maidstone Rd, Hadlow, TN11 0HR. *(Council response at HPC September 2024 was No Objection – as there is only a slight change to the location a response to this application was sent on 05/02/25 confirming the Council's position still stands)*
HPC No Objection

25/00099/PA - T1 - Mulberry - Crown reduce 25% (height 0.75m and 1m lateral reductions). This tree has cable bracing installed and this work is to reduce the weight on the included bark. T2 - Fig - Crown reduce 25% (1.5m all over), T3 - Magnolia - Crown reduce 20% (1m all over). Church Place, Church Street, Hadlow, Tonbridge, TN11 0DB

HPC No Objection

- b) Patio Area outside Hadlow Village Hall, Williams Field - HB Groundwork Construction – tentative start March – Members to agree (note S106 funds application submitted but not guaranteed)**

Resolved to approve the works by HB Groundwork Construction as detailed in their Method Statement for the Patio area outside the front of the Village Hall, Marshall Gardens under Council ownership. Proposed Cllr Harvey, seconded Cllr Collins and carried unanimously.

It was noted that S106 application for the works would be submitted and initial discussions with TMBC Obligations Officer had been promising; however, if funding denied then the project would have to be funded using both general reserve and Open Spaces Reserve

- 4827 To receive reports from representatives of external committees and pass such resolutions thereon as may be necessary.**

Kent Association of Local Councils (KALC)

Cllr Bright reported on the meeting at which the Community Safety Unit Inspector (CSU) had given a good presentation confirming a recent reduction in Anti Social Behaviour Orders issued by the courts. Other subjects discussed included climate change. The Minutes of the meeting would be available at the Parish Office.

TMBC Parish Partnership Panel

Cllr Bright had attended the meeting at which there had been a healthy discussion with the Police Crime Commissioner, Mr Scott who had reported the concerns over prevalent shop lifting.

The Borough updated the meeting on its Climate Change Programme confirming that Larkfield Leisure Centre would be having solar panels installed and that they had reached their target of one thousand trees being planted within the Borough.

Joint Transportation Board (JTB)

The meeting had been cancelled due to lack of business.

TMBC Standards Committee

Cllr Baldock had attended the meeting at which discussion was held on the government's plan to consult on standards in public life to ensure a structurally sound system. Cllr Baldock outlined the proposed changes to sanctions available to Standards Committees. The consultation is open for public comment.

4828 Motion to Exclude the Press & Public (to enable Council to consider any items on the agenda in which significant aspects will be of a confidential and financial nature).

Resolved to exclude the press and public. Proposed Cllr Collins, seconded Cllr Massy and carried unanimously.

- a) Cemetery Development – Update to include Quotation Drain Detectives – to establish route, style and condition of drainage systems at Hadlow Cemetery.

The Chair reported back on correspondence with the Environment Agency and the requirement to establish further details regarding the current drainage system within the Cemetery as a whole. Drain Detectives Ltd. had been made aware of the possible complexity involved in assessing the drains and they would visit site to assess the position and then provide a quote for a more extensive survey.

- b) Staff Committee – to elect new Chair. Matter deferred.

- c) Staff Matters – to update members on staffing holidays and other such matters

The Clerk updated members on staff holidays within the next month and requested members consider volunteering to cover public time during the Clerk’s holiday absence at the end of February and beginning of March.

The Deputy Clerk would be working flexible hours for a period due to unforeseen personal circumstances in addition to having holiday entitlement that required taking before the end of March. The Clerk would notify Council when all staff had completed their holiday entitlement for 2024-25.

There being no further business the meeting closed at 8.45pm

Date of next meeting: Monday 10 March 2025, 7.30pm at Old School Hall

Signed

Date

Appendix A

		£
1508	Hadlow Pharmacy - Safety Supplies	10.99
1509	MFG Three Elm Lane - Fuel Minibus DK	60.69
1510	MFG Three Elm Lane - Fuel Minibus HV	49.89
1511	Simply Safety - Inv405 First Aid Supplies	29.47
1512	Donation - Paddock Wood Community Advice Centre	75.00
1513	CSG - KCS Inv107 A4 Paper	18.37
1514	Hadlow Village Hall - Gas and Water for Hy Arts 01/10/24-14/01/25	288.60
1515	RM Electrical - Inv6102 Hy Arts Ext Light Replacement	140.00
1516	Screwfix - Ivs882&955 Equip & Repair Materials bin liners/screwdriver/resin (inv955 duplicate payment, funds to be credited to different invoice)	145.73
1517	Giallo Cars - Iv824 HV 10wk inspection29/1 (Db Cd)	118.80
1518	Creative Cables LLC - Amazon Inv441 Wifi Cable HOS Hall	14.33
1519	Staff Pay - Wk44	5,879.26
1520	HMRC PAYE Wk44	1,848.97
1521	Kidmans - Invs564/561/565/563/611/683 Open Spaces equip annl service/rep	1,150.66