

HADLOW PARISH COUNCIL

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

Committee Members Present: Councillors N Collins (Chairperson), O Baldock, E Bright, D Carey, M Harvey, J Massy, J Newman

Also in Attendance: Cllr J Newman was Minute Taker in absence of Clerk), TMBC Cllr's James Lark & Steve Crisp, Hadlow Park Residents Association representative

4927 To receive apologies, reason, and approval of absences.

Approved Council absences: Cllr T Burrows & Parish Clerk

Other absences noted: KCC Cllr Sarah Hudson

4928 To receive declarations of interests

None.

4929 To resolve HPC Minutes of the meeting held on 13 October 2025 are a correct record

Resolved to approve the Minutes of the Parish Council Meeting held on 13 October 2025. Proposed Cllr Massy, seconded Cllr Bright and carried unanimously.

4930 To receive an update of progress of resolutions & matters from the last meeting not on current agenda

No matters raised.

4931 To resolve P&E Minutes of 28 October 2025 are a correct record

Resolved to approve the P&E Minutes of 28 October 2025 as a correct record. Proposed Cllr Baldock, seconded Cllr Bright and carried unanimously.

4932 To resolve F&GP (Finance & General Purposes Committee) Minutes of 3 November 2025 are a correct record

Resolved to approve the F&GP Minutes of 3 November 2025 as a correct record. Proposed Cllr Harvey, seconded Cllr Bright and carried unanimously.

4933 To receive reports from TMBC & KCC

Walking/cycle path on the A26 between Hadlow and Tonbridge: Cllr Crisp updated members confirming stage 2 is ongoing. However, the next stage would not be forthcoming this year.

Concerns from a local farmer relating to field access across the path had been resolved.

Request Pedestrian Path from Grove Close to Hadlow: It was noted due to the location of the housing development this was a matter for East Peckham Parish Council and not necessarily Hadlow.

Help Us Shape Kent's New Walking & Cycling Itineraries: both councillors and members of the public were encouraged to participate adding suitable locations. (appendix a)

25/01834/PA Land West of Court Lane Farmhouse (B.Yond proposed development)
A letter to the Parish Council from the developer had been received confirming further refinement of the scheme prior to formal submission to TMBC, the proposal is now for up to 116 homes (reduction from original 120). Also following a meeting with the Parish Council in July an area of land had now been allocated for a community car park within the proposals.

It was confirmed that if the application was received by Parish Council ahead of the Tuesday 18 November Planning & Environment Committee Meeting it would be tabled for discussion. TMBC Cllr Lark reminded members that if Council wished this application to be "called in" to TMBC Planning Committee he would need to be notified before 1st December.

TMBC Local Plan – Cllr Lark reiterated the importance of the Plan being in place before the Local Government Reorganisation which was still being proposed.

4934 To receive report from PC/PCSO & Community Warden

No reports received.

4935 To receive Chairman and Clerk's report

No report.

4936 Public Time & Parish Matters

Construction Traffic Court Lane - Cllr Carey raised concern from various residents about the construction traffic in Court Lane. Members shared their concerns.

Access Trail Overgrown Vegetation - Cllr Harvey raised a resident's concern regarding overgrown part of the Access Trail (parallel to Victoria Road). This is college land, but members agreed if appropriate perhaps the Parish Council Caretaker could assist with pruning.

War Memorial, Hadlow Cemetery – Cllr Baldock wished to thank those involved in ensuring the memorial was clean and well kept at the cemetery.

4937 Correspondence

No correspondence addressed.

4938 To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:

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

a) **To resolve payments to date** (appendix b)

Resolved to approve payments to date. Proposed Cllr Harvey, seconded Cllr Collins and carried unanimously.

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

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

c) **To confirm to Council that Committee approved CCLA Investment Fund Bank Reconciliation as at 31/10/2025 is £150,00.00**

Resolved. Members confirmed the CCLA Investment Fund reconciliation as at 31/10/2025 of £150,000.00. Proposed Cllr Harvey, seconded Cllr Collins and carried unanimously.

d) **To note the conclusion of Audit & Accounts (AGAR) 24/25 and to confirm that the redacted finalized Accounts and Public Notice have been published on the Council website in line with regulations**

Noted: Members noted the conclusion of Audit & Accounts (AGAR) 24/25 and that the redacted finalized Accounts and Public Notice had been published on the Council website in line with regulations

e) **To note the Investment Policy has been updated to provide bank account totals as of end of September 25.**

Noted: Members had reviewed and approved the Investment Policy with updated bank account totals as of September 2025 end.

f) **To confirm** data for the Transparency Code on Council website has been updated to the end of September 2025 with expenditure over £500, contracts & tenders, donations.

Noted: Members had reviewed the website and confirmed that the Transparency Code had been updated with data relating to expenditure over £500, contracts & tenders, donations as of 31 September 2025.

g) **To ratify** expenditure over £5k (five thousand) with quotation details as appropriate

Resolved to ratify expenditure over five thousand pounds with quotation details as appropriate. Proposed Cllr Harvey, seconded Cllr Massy and carried unanimously.

- h) **To confirm** the Asset Register for 2025/26 is up to date with the purchase of the new fire proof cabinet being accounted for and other assets revised. (next review end of the financial year)

Confirmed: Members had been provided with a copy of the updated Asset Register ahead of the meeting.

- i) **To recommend approval** of tender by H Beeney for cemetery extension works. (noting five contractors invited to quote and two submitting tenders.)

Members of F&GP had considered both tenders received and recommended to Council approval of H Beeney.

Resolved to approve the tender by H Beeney for cemetery extension works to include wooden fencing and not bow top rail. Proposed Cllr Harvey, seconded Cllr Baldock and carried unanimously.

- j) **To confirm** that computer back up and back up testing is in place as confirmed by Councils Computer Contractor 4th Platform (F&GP provided with written confirmation)

Confirmed: receipt of written confirmation that computer back up and back up testing is in place had been seen by full Council.

- k) **To recommend** to Council approval of the reviewed LCRS Council Risk Assessment including Action Plans.

Resolved to approve the reviewed LCRS Council Risk Assessment including Action Plans. Proposed Cllr H

It was noted that a new fireproof cabinet had been purchased to secure burial records and protect from theft or natural disaster. Action plans were in place to review the following:

- GDPR – identification of data held and procedure for deletion of data upon request
- Land – clarification on boundaries at St Mary’s Church and Old School Hall
- Meeting Of Council – ensuring the Disability & Discrimination Act provision is in place

P&E Committee – Cllr Baldock

a) **Planning Applications for consideration:**

- **25/01709/PA-** Dunsmore, 10, Hadlow Park, Hadlow, TN11 0HX. Two storey front, single storey rear and first floor side extensions. Conversion of garage to habitable room. Extension to existing rear dormer and fenestration alterations.

HPC has no objection but is concerned over status of tree which HPC believes subject to TPO contrary to information accompanying application.

- **25/01703/PA** - Tree Notification Conservation Area - Hadlow Parish Council. St Marys Church, Church Street, Hadlow, Tonbridge, TN11 0DB. 4 x Lime trees (Trees standing in NE corner of churchyard along east perimeter wall, applicant references T2- T5) - Trees to be re-pollarded to previous pruning points in the course of their regular maintenance.

HPC no objection.

- **25/01715/PA** - Part 6 (Prior Approval) - Style Place Farm, Court Lane, Hadlow. Prior Approval Notification Under Schedule 2, Part 6 for the Erection, Extension or Alteration of a Building/Road for Agricultural or Forestry use.

HPC had already approved the application in another meeting.

- **25/01768/PA** - Listed Building App - Thompsons Oast, Hartlake Road, Golden Green, TN11 0BL. Replace modern lipped stormproof windows to the Roundel with Flush casement timber windows (10 No.)

HPC no objection.

4939 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 and the presentation on the devolution plans. With regards to the Local Plan a date for a public meeting in Hadlow attended by Matt Boughton (TMBC Leader) was still to be confirmed
- TMBC Parish Partnership Panel (PPP) – Cllr Bright reported next meeting 20th November.
- TMBC Joint Transportation Board (JTB) – No meeting
- TMBC Standards Committee – No meeting

4940 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).

A motion to exclude the press and public was put forward and resolved. Proposed Cllr Harvey, seconded Cllr Bright and carried unanimously.

To consider Fees and Charges 2026/27 – matter was deferred until December meeting.

There being no further business the meeting closed at 20.26

Date of next meeting: Monday 8 December 2025, 7.30pm at Old School Hall

Signed

Date

Appendix A

Sent: 24 October 2025 16:27

Subject: Help Us Shape Kent's New Walking & Cycling Itineraries

Sent on behalf of Kent County Council's (KCC) Active Travel Team and Explore Kent

Dear Parish and Town Councils,

As part of working with Explore Kent through the Capability and Active Travel Fund, KCC's Active Travel Team is looking to create new walking and cycling itineraries in Kent. They are crafting a brand-new series of cycling and walking itineraries across Kent, designed to help people ditch the car and discover the county's beauty on foot or by bike.

From gentle strolls and beginner bike rides to full-on adventures, these routes will showcase the very best of Kent. But to make them truly special, they need your help.

✨ Got a favourite trail, a hidden café, or a must-see local gem? We'd love to hear about it.

Your local knowledge is important, and the team is inviting you to help shape these itineraries. Share your ideas via our quick survey: <https://forms.gle/owuT7mkrFod1nWUu8>.

Appendix B

FP	Details	£
1777	MFG Three Elm - Fuel (db cd)	80.31
1778	Cost cutter - Batteries	8.35
1779	B& M (Db cd)	13.00
1780	Screwfix - Inv969 Health & Safety Poster (db cd) duplicate see cr not fp1773	20.99
1781	MFG Three Elm (Esso) - Fuel	67.28
1782	The Community Heartbeat Trust - Inv28209 G. Green Defib Pads ex28/9/27	61.14
1783	Kent County Playing Fields Ass - Annl Subscription	20.00
1784	NOT USED	0.00
1785	Brackets - Inv31560 Cemetery Ext Project M Stage 2 & 3	1298.40
1786	Haywards Butchers - 2*£25 Voucher Donation Rural School Dec Event 9DbCD	50.00
1787	MFG Three Elm - Fuel DK19APU Minibus (Db Cd)	63.55
1788	Weathered & Worn - Staff Meeting (db cd)	21.80
1789	MFG - Three Elm Lane Fuel HV24 Minibus (db cd)	47.24
1790	Giallo - Inv17271 10 Week Inspection (db cd)	120.00
1791	PHS - Sanitary Bins Annl I161&160 HYArts & HOS (1/10to30/9/26)	22.05
1792	Screwfix - Inv950 Assembly Point (reduce credit note Inv2007911026)	9.99
1793	KCS Education - In290 Toilet Roll and Sticky Notes	72.56
1794	RBL - Poppy Appeal Wreath £20 + £30 Donation	50.00
1795	Landall - Inv103 Copier Usage 26/09-25/10/25	43.56
1796	Zest Commercial - Hall Cleaning In6888 October HY/A & HOS	924.00
1797	4th Platform - Inv780 Watchguard 3 Yr Licence	3,526.16
1798	Air Ambulance - Donation As agreed in budget	50.00