

HADLOW PARISH COUNCIL

*Councillors: You are hereby summoned to attend a Planning & Environment Meeting
On 24 March 2026 at Parish Office, Old School Hall*

Public Notes: There will be a meeting of Planning & Environment Committee On Tuesday 24 March 2026 at 8.00pm Parish Office

*Contact the Clerk if you wish to attend or require further information to ensure we have
adequate seating available. If large numbers attend meeting will start at 8pm in the Hall*

clerk@hadlowpc.co.uk or telephone 01732 851878

AGENDA (revised to add last item)

1. **Apologies & reasons for absence.**
2. **To receive declarations of interest.**
3. **To receive update on progress of resolutions and matters from the last meeting not on the current agenda**
4. **KCC & TMBC Matters**
5. **New applications**, amended applications and plans for comment (list B's).
 - **TM/26/00207/LDP** - Lawful Development Certificate Proposed: construction of an outbuilding to be used as home gym and yoga studio. Dene Court Shipbourne Road Hadlow Tonbridge Kent TN11 9NS
6. **Planning applications: results (List D's) out of area/comment & planning enforcements for noting.**
7. **To receive an update and make recommendations to full Council on the following matters:**

Cemetery Extension

- Costs and details in relation to topographical surveys, land plotting and plans that can be compatible with computer burial software. To make recommendation to full Council.
- Costs for computer burial software. To make recommendations to full Council
- Update on grounds development

S106 update

- Response from TMBC Infrastructure Officer on the Councils draft S106 Infrastructure Plan submitted for comment on 18/03/2026

Window Replacements at Medical Centre – 2nd Phase of window replacement for HOS/MC

- To consider results of comparison exercise after completion of specification sheet by three window installers
- to Resolve on behalf of Council engagement of contractor (as authorized by full Council at their meeting dated 09/03/2026)

Assertion 10 - Digital and data compliance as part of the Annual Governance Statement 2025-26

To warrant a positive response to this assertion, the authority needs to have taken the following actions:

- 1.47 Email management – every authority must have a generic email account hosted on an authority owned domain.
- 1.48 All smaller authorities (excluding parish meetings) must meet legal requirements for all existing websites regardless of what domain is being used.
- 1.49 All websites must meet the Web Content Accessibility Guidelines 2.2AA and the Public Sector Bodies (Websites and Mobile Applications (No.2) Accessibility Regulations 2018 (where applicable)
 - To recommend to Council engagement of Aubergine in relation to New Accessible Website in line with SAPPP 2025 requirements
 - To recommend to Council engagement of Aubergine to provide Councillor's with .gov emails
 - To acknowledge changes to Policies and procedures under Assertion 10 and set up a timescale for amendments to be completed

St Mary's Churchyard

- To approve costs in relation to removal of Lime Tree on East side corner near the Forstal
- To acknowledge the date of works as Wednesday 15 April 2026 and to approve costs therein

Armco at Old School Hall Carpark

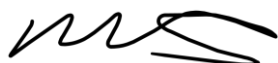
- To consider contractor comparison exercise results
- To acknowledge contribution of one thousand pounds from KCC Cllr Hudson Member Fund
- To consider response after request for funding towards costs of Armco from KCC Office N Abrahams (Assistant Director Education (West Kent)
- To resolve whether or not
 - to move forward with the project using the funds made available from outside sources and Council finances
 - or to add the project to the S106 Infrastructure Plan for future funding

Highways Improvement Plan

- To consider the plan and set a timetable for completion and submission to Kent County Council

Hall Cleaning Tenders

- To consider specification responses with regards to the tender for hall cleaning at Old School Hall and Hy-Arts Centre



M Stepkowski – Parish Clerk
On behalf of Hadlow Parish Council