

## **HADLOW PARISH COUNCIL**

*Councillors: You are hereby summoned to attend a Full Council Meeting  
On Monday 13 April 2026 at Old School Hall*

**Public Notes: There will be a meeting of the Parish Council**

**On Monday 13 April 2026 at 7.30pm Old School Hall**

*Contact the Clerk if you wish to attend or require further information*

*[clerk@hadlowpc.co.uk](mailto:clerk@hadlowpc.co.uk) or telephone 01732 851878*

## **AGENDA**

1. **Apologies & reasons for absence.**
2. **To receive** declarations of interest.
3. **To resolve** HPC Minutes of the meeting held on 9 March 2026 are a correct record
4. **To receive** an update on progress of resolutions & matters from the last meeting not on current agenda.
5. **To resolve** the Minutes of the Annual Parish Meeting held on 9 March 2026 are a correct record
6. **To resolve P&E** (Planning & Environment Committee) Minutes of 24 March are a correct record
7. **To receive** reports from TMBC & KCC
8. **To receive** report from PC/PCSO & Community Warden
9. **To receive** Chairman & Clerk's report
10. **Public time & parish matters**
11. **Correspondence**
12. **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

- **To resolve** payments to date (*appendix a*)
- **To resolve** March accounts (bank reconciliation, income & expenditure, cost centre report, bank statement & trial balance)
- **To resolve** bank reconciliation for The Public Section Deposit Fund (CCLA) Investment as at 31/03/2026
- **To ratify** the transfer from General Reserve to Cemetery Earmarked Reserve the sum of fifteen thousand pounds
- **To ratify** movement from General Reserves to Open Spaces Earmark reserve the amount of £1,112.94 to cover the costs of Evolution repair/maintenance of Skate Park at Williams Field
- **To ratify** journals for the year 2025/26

- **To resolve** 2025/26 Year end Accounts in preparation for the AGAR return
- **To consider and resolve** movement to Earmarked Reserves for 2026/27
- **To acknowledge** payment to Aubergine Ltd for design and installation of new website and .gov emails in line with “Assertion 10” accounting principles
- **To resolve** to approve the Technology Information Policy (Assertion 10 requirement)
- **To resolve** to approve the Risk Management Register (both financial and operational risks – Assertion 5)

P&E Committee – Cllr Baldock

a) **Planning Applications for consideration:**

- **TM/26/00288/RD** - North Lodge Dene Park Shipbourne Road Hadlow Tonbridge Kent TN11 9NS. Details of conditions 4 (CEMP biodiversity), and 5 (external lighting) submitted pursuant to planning permission TM/25/00168/PA (Replacement of existing 2 bay wooden garage with a 3 bay brick-built garage)
- **TM/26/00310/TPOC** - The Stables Caxton Place Court Lane Hadlow Tonbridge Kent TN11 0JU. 2 x Contorted Willow (applicants ref: G4) re pollard both trees back to previous pollard points. T1 and T2 of Tree Preservation Order
- **26/00395/FL** – Dunsmore, 10 Hadlow Park Hadlow Tonbridge Kent TN11 0HX. Two storey side/rear extension and conversion of garage to habitable room
- **TM/26/00399/TRD** - 18 Great Elms Hadlow Tonbridge Kent TN11 0HT. Application to discharge condition 1 of TM/22/01709/TPOC (details of the proposed species, size and siting of replacement tree)
- **26/00409/FL** - Land At Court Lane Farm Court Lane Hadlow Tonbridge Kent. Section 73 application to vary Condition 9 of planning permission TM/24/01603/PA (Change of use of the land and buildings within the site from a sui generis use of manufacture and storage of fencing to a mixed general industrial (Class B2) and storage and distribution use (Class B8)) to change the wording to "The outside storage shall be limited to the existing, enclosed hard standing area to the east of the application site and the height of such storage shall be limited to a maximum of 3m above ground level."

b) **Note planning decisions and other planning related matters**

13. **To receive** reports from representatives of external committees and pass such resolutions thereon as may be necessary  
Kent Association of Local Councils, TMBC Parish Partnership Panel, TMBC Joint Transportation Panel, TMBC Standards Committee

**Date of next meeting (Annual Meeting) Monday 11 May 2026 starting at 7.30pm**

M Stepkowski – Parish Clerk

NB (Please see the Clerk for the protocol on recording & filming meetings before commencement)

**Note:** As part of the Clerks Report – Internal Auditors report with regards to the AGAR 2025/26 and Assertion 10 has been noted and the Clerk is seeking costs for .gov domain and emails in addition to completing other relevant tasks to ensure Council complies with the Assertion requirements.

*Appendix c*

<b>FP</b>	<b>Description</b>	<b>£</b>
1917	MFG Three Elm Lane - Fuel Minibus HV24	27.12
1918	MFG Three Elm Lane - Fuel Minibus DK19	30.08
1919	M Tait - HyArts Deposit Refund In139HY	20.00
1920	Star Tail Lifts - Invs 074&073 LOLA Minibus 6 Mnth Inspect	281.40
1921	E Battain - I004 Professional Svs Cemetery Matters Admin	368.00
1922	H B Groundworks - I257 3rd Payment Cem Ext Works	12,000.00
	HB sent to incorrect Acc: Returned 16/3& resent to business acc	
1923	MFG - Three Elm Fuel Diesel Truck	77.81
1924	MFG - Three Elm Fuel Minibus DK19	24.65
1925	MFG - Three Elm Fuel Minibus HV24	44.55
1926	Bank Serv Charge 10/01-9/02/26	8.50
1926a	Giallo Cars - Inv 454 10 week inspection DK19	126.00
1927	HB Groundworks - Inv260 Certificate 4 final cemetery gndw	28,869.54
1928	E Battain - I005 Professional Svs Cemetery Matters Admin	496.00
1929	CP Gardening - Grnds Maintenance Signpost & St Marys March	325.00
1930	Evolution Skate Parks Ltd - I063 Maintenance & Repairs	5,607.00
1931	Spy Alarms - I1RO HOS Intruder Alarm Battery Replacement	54.00
1932	Aubergine 262 Ltd - Website Set Up & .gov Emails	1,150.80
1933	4th Platform -Iv New Systems & IT services Feb-April	2,243.14
1934	MFG - Three Elm Fuel Petrol Lawnmower	18.13
1935	Nest Pension Contributions Staff	145.29