

HADLOW PARISH COUNCIL

Minutes of the Meeting Hadlow Parish Council duly convened and held on Monday 13 April 2026 at 7.30pm in Old School Hall

Committee Members Present: Cllrs N Collins (Chairman), O Baldock, E Bright, T Burrows, D Carey, M Harvey, J Massy, J Newman

Also in Attendance: M Stepkowski (Parish Clerk), Hadlow Park Residents Association Representatives.

4999 To receive apologies, reasons and approval of absences

Apologies noted: KCC Cllr S Hudson, TMBC Cllrs Lark (other meetings)

5000 To receive declarations of interests

None.

5001 To resolve HPC Minutes of the meeting held on 9 March 2026 are a correct record

Resolved to approve the HPC Minutes of 9 March 2026. Proposed Cllr Burrows, seconded Cllr Massy and carried unanimously.

5002 To receive an update of progress of resolutions & matters from the last meeting not on current agenda

No matters addressed.

5003 To resolve the Minutes of the Annual Parish Meeting held on 9 March 2026 are a correct record

Resolved to approve the Annual Parish Meeting Minutes of 9 March 2026 as a correct record. Proposed Cllr Baldock, seconded Cllr Harvey and carried unanimously.

5004 To resolve P&E (Planning & Environment Committee) Minutes 24 March 2026

Resolved to approve the P&E Minutes of 24 March 2026 as a correct record. Proposed Cllr Baldock, seconded Cllr Bright and carried unanimously.

5005 To receive reports from TMBC & KCC

TMBC Cllr Lark report was read by the Clerk in his absence.

Matters continue apace at TMBC but planning is still very much at the forefront. The Government seem hell bent on making our lives as difficult as possible and want to make the Garden of England a concrete jungle. The problem is that we as locally elected representatives are being constantly overruled by central authority thereby effectively removing all local concerns.

From the 11th May this year all schemes of 150 units or more will automatically be referred to the Secretary of State if the Council is minded to refuse the application and we will not be able to issue a decision until the Secretary of State is happy.

From the end of September 2026, we shall not be allowed to call into committee anything less than 10 units. There is a technical consultation next month but it is happening whether we like it or not.

There is also the recent news regarding HMO's whereby TMBC cannot object to those properties that have been purchased for that purpose. We can however attempt to place condition of use like being properly run and managed etc but in my opinion that is shutting the stable door after the horse has bolted.

Overall, central government is determined to remove local representation in planning and many other matters which is very frustrating and completely undemocratic.

Local government reorganisation continues apace but nothing more to report on that front at this stage.

KCC Cllr Hudson had not provided a report but the Clerk confirmed that Sarah continued to chase outstanding concerns raised by local residents and the Parish Council.

5006 To receive report from PC/PCSO & Community Warden

No reports.

5007 To receive Chairman and Clerk's Report

Chairs Report

Gas Works – Three Elm Lane: There is work about to start in Three Elm Lane eastward from Victoria Road to Barnes Street reinforcing and/or replacing the gas main. They work right up to the meter so access to the indoors of some properties will be required.

The contractor has not sent out any notice letters so many people are upset about it.

The Kelchers Lane Car Park has been commandeered as the contractor's yard complete with mod cons.

This was all supposed to happen two years ago but never did.

I have spoken to Sarah Gardiner, who is identified as a contact at the contractor's office. She is aware and apologetic about the lack of due notice but made no other comment.

Southeast Water – TMBC Leader Virtual Meeting:

The Chair confirmed he had attended the virtual meeting hosted by the TMBC leader Matt Boughton.

Cllr Boughton (Con) explained how the borough had been consulting on its draft Local Plan, which included plans to build 19,620 homes, as required by the government, by 2042, when South East Water had responded that its own infrastructure planning would only allow for an additional 6,318 homes in that period. The council had immediately written to the utility company asking the firm to confirm their position and they had responded saying they would be unable to provide water to cope with the government's housing targets for the borough. They would be unable to accommodate any growth beyond that forecast in 2024."

Southeast Water could look at ways of increasing supply or reducing demand, but any new supply plan would take until 2029 to prepare.

In view of Southeast Water's warning, the capacity to supply water to a development would now become "a material planning condition," said Cllr Boughton. But, he said, that did not necessarily mean future planning applications would be refused.

Clerks Report

I would like to start by welcoming Gemma who has been engaged as Deputy Clerk.

This is an extremely busy time of year in the Parish Office particularly in relation to accounts year end and close down and the annual revision of all policies and procedures.

Council Insurance – The insurance premium was adjusted in accordance with figures attained for land and buildings from the recent conditional building reports from Brackets.

Current projects taking place are as follows:

- Introduction of new website & .gov emails in line with accounting principles
- Installation of 7 new windows in the Medical Centre
- Armco barriers for the Old School Hall Carpark – await Kent Education review and confirmation of possible funding contribution after a meeting held between Mr Abrahams (KCC), Ms Chapman (Head Teacher, Hadlow Primary School) and the Clerk
- Cemetery Extension – grounds work completed with just a few minor snagging items. Currently working on mapping programme of cemetery extension to be compatible with computer records program
- St Mary's Churchyard – the gate piers replacement will be reviewed with proposals for replacements hoped to be in place for consideration mid-summer
- Shutters – Hy-Arts kitchen shutter repairs schedule and further consideration required as to linking kitchen shutters and possible hall shutters to fire alarm systems. This is ongoing
- Highways Plan (HIP) to be completed by the end of May
- S106 Plan also to be finalised hopefully by end of April

The above projects are in addition to the day-to-day tasks

5008 Public Time & Parish Matters

Cllr Carey raised concerns over the **S106 (TMBC Infrastructure Plan)** specifications in relation to payments to NHS West Kent CCG. Cllr Harvey confirmed that the funds for capital expenditure payable to the local CCG may not necessarily be used for medical centres within our Parish. Cllr Carey was dismayed to hear this and felt the system to be unjust. The Clerk was asked to set up a meeting with the TMBC Obligations Officer to discuss the matter further.

Cllr Newman reported on “Day of Action for Nature Parks and Green Spaces - 18th April” confirming that the local group known as HOME (Hadlow Opposes Mass Expansion) had advertised on social media that they were organising a peaceful protest against building on our green spaces and encouraging residents to join them at the Village Square at noon on 18 April. This was noted.

5009 Correspondence

TMBC Anti-Social Behaviour Team update report. It was noted that those Parishes that did not subscribe fully (£2000 per annum) would receive minimal visits. Councillors who had already approved a £250 contribution remained confident that additional attendance and services of the Anti-social team were not currently required.

5010 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*)

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

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

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

- **To resolve bank reconciliation for the Public Sector Deposit Fund (PSDF) Investment with CCLA at 31/03/2026**

Resolved to approve the bank reconciliation for Fund (PSDF) Investment with CCLA at 31/03/2026. Proposed Cllr Harvey, seconded Cllr Collins and carried unanimously.

- **To ratify the transfer from General Reserve to Cemetery Earmark Reserve the sum of fifteen thousand pounds (£15,000).**

HPC had budgeted in 2025/26 for twenty-five thousand pounds (£25,000) to be transferred to the Cemetery Earmark Reserve but initially only £10,000 had been transferred. Therefore before year end a journal was completed to transfer the outstanding amount.

Resolved to ratify the transfer from General Reserve to Cemetery Earmark Reserve the sum of fifteen thousand pounds (£15,000). Proposed Collins, seconded Cllr Massy and carried unanimously.

- **To ratify movement from General Reserves to Open Spaces Earmark Reserve the amount of one thousand, one hundred and twelve pounds ninety-four pence (£1,112.94) to cover the costs of Evolution repair/maintenance of Skate Park at Williams Field**

Resolved to ratify the movement from General Reserves to Open Spaces Earmark Reserve the amount of one thousand, one hundred and twelve pounds ninety-four pence (£1,112.94) to cover the costs of Evolution repair/maintenance of Skate Park at Williams Field. Proposed Cllr Harvey, seconded Cllr Collins and carried unanimously.

- **To ratify journals for the year 2025/26**

Resolved to ratify the financial journals for the year 2025/26. Proposed Cllr Harvey, seconded Cllr Massy and carried unanimously.

- **To resolve 2025/26 Year End Accounts in preparation for the AGAR return**

Resolved to approve the 2025/26 Year End Accounts in preparation for the AGAR return. Proposed Cllr Harvey, seconded Cllr Baldock and carried unanimously.

- **To consider and resolve movement to Earmark Reserves for 2026/27**

Resolved to consider and agree movement of Earmark Reserves for 2026/27 at the Finance & General Purposes Committee (F&GP) meeting on 5 May. Proposed Cllr Harvey, seconded Cllr Bright and carried unanimously.

- **To acknowledge payment to Aubergine Ltd for design and installation of new website and .gov emails in line with “Assertion 10” accounting principles.**

Acknowledged the payment to Aubergine Ltd for design and installation of new website and .gov emails in line with “Assertion 10” accounting principles with a launch date proposed in June 2026.

- **To resolve to approve the Information Technology Policy (Assertion 10 requirement)**

Members required further time to review and consider the policy and agreed that the matter would be finalised at the next meeting of F&GP

Resolved to consider approval of the Information Technology Policy at the F&GP meeting on 5 May. Proposed Cllr Harvey, seconded Cllr Bright and carried unanimously.

- **To resolve to approve the Financial & Operational Risks – Assertion 5)**

Resolved to consider approval of the Risk Management Register at the Finance & General Purposes Committee (F&GP) meeting on 5 May. Proposed Cllr Harvey, seconded Cllr Bright and carried unanimously.

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

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)

HPC Noted

- **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

HPC No Objection

- **26/00395/FL** – Dunsmore, 10 Hadlow Park Hadlow Tonbridge Kent TN11 0HX. Two storey side/rear extension and conversion of garage to habitable room

HPC No Objection

- **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)

HPC No Objection

- **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."

HPC No Objection

- b) Note planning decisions and other planning related matters

Noted.

5011 To receive reports from representatives of external committees and pass such resolution thereon as may be necessary

KALC (Kent Association of Local Councils): Next meeting 23 April 2026.

PPP (TMBC Parish Partnership Panel): Next meeting 28 May 2026.

JTB (TMBC Joint Transportation Board): No meeting.

TMBC Standards Committee: No meeting.

There being no further business the meeting closed at 20.38 hrs.

**Date of next meeting: Annual Council Meeting Monday 11 May 2026 at 7.30pm
at Old School Hall.**

Signed

Date

Appendix A

Faster Payments

FP	Detail	£
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 HB sent to incorrect Acc: Returned 16/3& resent to business acc	12,000.00
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	145.29