



HORSMONDEN PARISH COUNCIL MEETING

In accordance with the statutory requirements of the Local Government Act 1972 Schedule 12 Paragraph 26 (2) [A] (Admissions to meetings) Section 1 (4) Notice is given that an ordinary meeting of Horsmonden Parish Council will be held in the Village Hall, Back Lane, Horsmonden on 7 July 2025 at 19:30.

Members of the public have the right to attend and will be welcomed by the Council.

TO ALL MEMBERS OF HORSMONDEN PARISH COUNCIL You are hereby summoned to attend the Meeting of Horsmonden Parish Council on Monday 7 July 2025 at 7.30pm in Horsmonden Village Hall, Back Lane, Horsmonden, Kent TN12 8LH.

Meeting called by Lucy Noakes Clerk to Horsmonden Parish Council, 01892 724989

Date: 1 July 2025

Please note that although members of the Public and press may not orally report or comment about a meeting as it takes place, they may a) film, photograph or make an audio recording of a meeting; b) use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or c) report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting. All members of the council are respectfully requested to ensure that they are familiar with the details of each item listed on the agenda, prior to the meeting, by reading the relevant papers and emails or following the links provided.

Declarations of Interest (in accordance with the Members' Code of Conduct): If a Member has a prejudicial interest, this should be declared at the start of the meeting. Personal interests may be declared at this point or alternatively can be declared at the time when the specific item is being discussed, if a Member wishes to speak on an item in which s/he has a personal interest. Members in doubt about such a declaration are advised to contact the Monitoring Officer before the date of the meeting.

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AGENDA

Please see Agenda Notes for quotations and links to background information available at the time of issue on the following agenda points.

1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST.

2. PRESENTATION OF KALC AWARD TO JANE MARCH

3. PUBLIC SESSION (no decisions):

Members of the public have the right to speak for up to three minutes at the Chairpersons discretion on issues concerning the Parish providing the Clerk has prior notification

4. MINUTES OF PREVIOUS MEETING

Agree the Minutes of the Parish Council meeting on [2 June 2025](#)

Agree minutes of Extraordinary meeting [17 June 2025](#)

5. PARISH COUNCIL FINANCE/QUOTATIONS

- a. Agree payments listing up to and including 7 July 2025 (see Appendix 1 below)
- b. Bank reconciliations at 30 June 2025
- c. Consider first aid training
- d. Parish Office - quotation to purchase additional office furniture, office lease, other considerations.
- e. Quotation for annual membership of Chat GPT
- f. Quotation for street light repairs
- g. Quotation for external painting at parish toilets
- h. Consider grant application from Horsmonden Village Hall committee

6. PLANNING

- a. Planning applications.

Planning Application:	25/00672/FULL
Proposal:	Barn conversion into live/work unit with associated garden land, parking, landscaping & biodiversity enhancements (Self-build)
Location:	Barn North Of Boundary Farm, Marle Place Road, Horsmonden, Tonbridge, Kent TN12 7HS

- b. Feedback and updates on planning matters

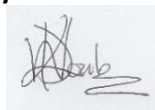
7. PARISH COUNCIL DECISIONS/ADMINISTRATION

- a. Parish Highways/footpath/street lighting/landscaping and tree works – update on narrow pavements
- b. HIPs (Highways Improvement Plan) [HIPS](#) – updates on crossroads? Discuss ideas for Parish Road Safety Grant.
- c. Agreement to organise discussion between PC and Sports club to discuss future Village Hall/sports Pavilion
- d. Review and agree [Safeguarding Policy](#) and actions from this.
- e. Review and agree [Lone Worker Policy](#) and actions from this.
- f. Feedback from new play area group meeting.
- g. Booking for the horse fair 2025
- h. National Highways and Transport Survey for 2025-26 <https://letstalk.kent.gov.uk/nht-2025-26>

Please note that the next full council meeting is scheduled for 1st September 2025

Lucy Noakes Clerk to Horsmonden Parish Council 01892 724989

Date of agenda notification 1 July 2025



Appendix 1

Date: 27/06/2025

Horsmonden Parish Council Current Year

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Time: 17:45

Current A/c- Unity Trust Bank

List of Payments made between 02/06/2025 and 27/06/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/06/2025	Lloyds Bank PLC	DD	42.62		credit card May
02/06/2025	GDPR-INFO LTD	BACS	420.00		Annual DPO fee
02/06/2025	Drain Detectives	BACS	348.00		Clear blockage/descale unrinal
06/06/2025	HMRC	BACS	635.05		June Tax & NI
06/06/2025	citizens Advice N & W Kent	BACS	150.00		donation
06/06/2025	Capel Groundcare	BACS	732.92		Groundcare,SIDS,Play - May
09/06/2025	Business Stream	DD	119.72		waste water service Feb-May
12/06/2025	British Gas Lite	DD	14.41		june electricity VG
12/06/2025	British Gas Lite	DD	57.97		Electricity toilets June
16/06/2025	Peoples partnership	DD	227.30		June staff pensions
17/06/2025	EE - BT	DD	69.29		Phones and BB June
17/06/2025	Castle Water	DD	70.16		May water supply Toilets
19/06/2025	British Telecom	DD	137.54		Phone charges March - May
20/06/2025	Don McKee Creations	BACS	80.00		4 wooden signs for FD
20/06/2025	Knockout print services Ltd	BACS	60.00		Sign for FD
20/06/2025	P&F Cleaning services LTD	BACS	50.00		Extra clean for festival
20/06/2025	Air Ambulance Charity Kent Sur	BACS	200.00		donation to air ambulance
23/06/2025	Flowmotion	BACS	650.00		circus activities for HOVEC
23/06/2025	P&F Cleaning services LTD	SO	500.00		cleaning toilets & shelter June
23/06/2025	hovec	BACS	56.00		Electricity summer fest
23/06/2025	HOvec	BACS	-56.00		Electricity t summer fest
25/06/2025	Anna Blyth	BACS	1,143.76		June Salary
25/06/2025	Mrs L Noakes	BACS	1,585.62		June Salary
26/06/2025	Microshade VSM	BACS	209.62		June emials and data
Total Payments			7,503.98		