



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 September 2026 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 September 2026 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 September 2026

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. 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

3. MINUTES OF PREVIOUS MEETING

Agree the Minutes of the Annual Parish Council meeting on [6 July 2026](#)

4. PARISH COUNCIL FINANCE/QUOTATIONS

- a. Agree payments listing up to and including 6 September 2026 (see Appendix 1)
- b. Bank reconciliations for all bank accounts at 31.08.2026
- c. Discuss and note finalisation of AGAR from External Auditor
- d. Note announcement of NALC pay scales for 2026-27 and confirm future and back pay in line with the new rates.
- e. Consider quotation from Living Forest for tree survey on the village green and at Fromandez Drive
- f. Review recent professional risk assessments for legionella control at the Public Conveniences and The Institute Building. Agree any updates, required works and quotations . Review and agree the PC's Legionella Policy.
- g. Village Hall Consultation – feedback from members who attended the consultant interviews and agree the preferred consultant for appointment
- h. Consider request for donation towards Youth activity run by HOVEC at Xmas Fair 2026.
- i. Consider annual membership of Weald of Kent Protection Society

5. PLANNING

- a. Applications

Planning Application:	26/01800/FULL
Proposal:	<u>Replacement roof, loft conversion, rooflights and side dormer window</u>
Location:	Hoppers, Brenchley Road, Horsmonden, Tonbridge, Kent TN12 8DN

Planning Application:	26/00525/SUB
Proposal:	<u>Resubmission of details for Condition 22 - (external lighting) of 21/02027/FULL, as approved under 22/03656/SUB. Resubmission of details for Condition 11 - (hard and soft landscaping) as approved under 19/03657/REM, and Condition 7 - (amenity areas and boundary treatments, and Condition 9 - (LEMP) of 19/03657/REM as approved under 24/00632/SUB, and for Condition 8 of 21/02027/FULL, as approved under 24/01180/SUB</u>
Location:	Bassetts Farm Goudhurst Road Horsmonden Tonbridge Kent TN12 8AS

Planning Application:	26/01559/SUB
Proposal:	<u>Submission of details for condition 16 (joinery, materials, boundary treatment, storage and screening) of 22/00296/OUT</u>
Location:	Land South Of Brenchley Road Brenchley Road Horsmonden Tonbridge Kent

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- b. Update / feedback on planning application [24/00078/HYBRID Bassetts Farm](#)
 - c. Update / feedback on planning application [25/02758/REM - Land South of Brenchley Road](#)
 - d. Feedback and updates on planning and enforcement matters.

6. UPDATES FROM BOROUGH/COUNTY COUNCILLORS

7. PARISH COUNCIL DECISIONS/ADMINISTRATION

- a. Parish Highways/footpath/street lighting/landscaping and tree works.
Consider works: future actions following advice sought for Fromandez Drive wild flower garden; Milestone on Brenchley Road; holes made by badgers on VG; signage on VG gate to keep clear and prevent parking; feedback on VG bins;
- b. HIPs (Highways Improvement Plan) [HIPS](#)
- c. Consider play area quarterly report
- d. Update/agreement for Horse Fair 13th September 2026
- e. Updates on parish office lease and move
- f. Consider Policy review:
 - Investment Strategy
 - Reserves Policy
- g. Consider KCC Parish Bus Stop Grant 2026-27 – Application deadline 30 October 2026
- h. Local Government Reorganisation – updates/training and potential matters to pursue

8. CONSULTATIONS

- a. Kent Mineral Sites Plan 2026 Public Consultation - www.kent.gov.uk/mineralsandwaste (-> emails.engagementhq.com) - Closes 10 September 2026
- b. KCC Budget Consultation www.kent.gov.uk/budget (-> emails.engagementhq.com) before midnight on **7 September**.

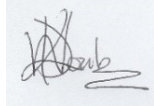
9. FEEDBACK TRAINING/ MEETINGS/ EVENTS ATTENDED

Parish Chairmans meetings/Clerks meetings
Training /information sessions

Please note that the next full council meeting is scheduled for 5 October 2026

Lucy Noakes Clerk to Horsmonden Parish Council 01892 724989

Date of agenda notification 1 September 2026



List of Payments made between 06/07/2026 and 06/09/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
07/07/2026	Vision ICT Ltd	BACS	276.00		webhosting & support to Aug27
07/07/2026	Clearview Windows	BACS	60.00		Washing play equipt
07/07/2026	Capel Groundcare	BACS	777.94		Playare, SIDS, GroundworkJUNE
07/07/2026	Clearview Windows	BACS	50.00		Cleaning VG benches/boards
09/07/2026	Mr J Couchman	BACS	160.00		clock & play area insp JUNE
16/07/2026	EDF Energy	DD	35.47		Public Conveniences June elect
16/07/2026	EDF Energy	DD	71.56		VG Boxes Energy JUNE
17/07/2026	Castle Water	DD	32.81		water supply Toilets JUNE
17/07/2026	EE - BT	DD	93.48		Mobile phones & CCTV JULY
20/07/2026	Drax	DD	147.73		Energy SL JUNE
20/07/2026	Peoples partnership	DD	287.89		Staff pensions JULY
20/07/2026	HMRC	BACS	860.35		Tax & NI JULY
20/07/2026	P&F Cleaning services LTD	BACS	50.00		Extra clean (flood)
24/07/2026	Mrs L Noakes	BACS	1,798.62		July salary
24/07/2026	Anna Blyth	BACS	1,316.85		July Salary
27/07/2026	Microshade VSM/Flotek	DD	259.96		July data and emails
27/07/2026	P&F Cleaning services LTD	SO	550.00		July cleaning toilets & shelte
31/07/2026	Lloyds Bank PLC	DD	19.50		Credit card payment July
31/07/2026	Unity Trust Bank	DD	11.50		bank charges July
31/07/2026	Mr J Couchman	BACS	200.00		Clock & Play area July
04/08/2026	RoSPA Play Safety	BACS	99.60		Annual safety check Play area
06/08/2026	HMRC	BACS	860.55		Tax & NI August
06/08/2026	Mulberry Local Authority Servi	BACS	144.00		2 X Cllr Finance Day
06/08/2026	Viking	BACS	108.15		Stationery
06/08/2026	Capel Groundcare	BACS	1,007.44		Grnd work,SIDS,Play area July
17/08/2026	EE - BT	DD	93.48		August mobiles & CCTV
18/08/2026	EDF Energy	DD	42.33		Jul energy Toilets
18/08/2026	EDF Energy	DD	20.91		Jul Energy VG Boxes
18/08/2026	Castle Water	DD	42.70		July Water toilets
19/08/2026	Peoples partnership	DD	287.89		Staff pensions August
21/08/2026	Drax	DD	158.11		July energy SL
25/08/2026	Microshade VSM/Flotek	DD	250.36		August emails & data
25/08/2026	P&F Cleaning services LTD	SO	550.00		August Cleaning
25/08/2026	Mrs L Noakes	BACS	1,798.42		August Salary
25/08/2026	Anna Blyth	BACS	1,316.85		August Salary
28/08/2026	Mr J Couchman	BACS	160.00		Aug Clock & Play area

Total Payments	14,000.45
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