



## **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 1 September 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 1 September 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: 25 August 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. 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 Parish Council meeting on [7 July 2025](#)

Agree minutes of Extraordinary meeting [12 August 2025](#)

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## 4. PARISH COUNCIL FINANCE/QUOTATIONS

- a. Agree payments listing up to and including 31 August 2025 (see Appendix 1)
- b. Bank reconciliations at 31 August 2025
- c. Agreement to go ahead with replacement of Clerks laptop/ monitor keyboard as budgeted
- d. Renewal of contract for Clerks mobile phones – agree costs and contract terms
- e. Quotation for annual membership of Chat GPT – correction of prices.
- f. Discuss/agree funding for CCTV at public toilets

## 5. PLANNING

- a. Planning applications.

Planning Application:	25/01434/FULL
Proposal:	<u>Installation of driveway</u>
Location:	16 Gibbet Lane, Horsmonden, Tonbridge, Kent TN12 8NA

Planning Application:	25/01837/FULL
Proposal:	<u>(Self-Build) Demolition of the existing dwelling &amp; erection of single-storey dwelling with associated landscaping &amp; parking. Relocation of winter parking for fishing lakes.</u>
Location:	Bassetts Farm Fishery, Churn Lane, Horsmonden, Tonbridge, Kent TN12 8HL

Planning Application:	25/01753/Full
Proposal:	<u>Construction of a garage with ancillary accommodation above</u>
Location:	High View Grovehurst Lane Horsmonden Tonbridge Kent TN12 8BG

- b. TW/24/00078/HYBRID Bassetts farm -See draft of condition 24 which refers to the landscape and management plan ( LEMP) for Bassetts farm. Would the PC like to discuss this at a HDAG meeting
- c. Feedback and updates on planning and enforcement matters

## 6. PARISH COUNCIL DECISIONS/ADMINISTRATION

- a. Parish Highways/footpath/street lighting/landscaping and tree works – consider pruning/thinning for young limes on Green
- b. HIPs (Highways Improvement Plan) [HIPS](#) – updates and feedback following meeting with MP Mike Martin. Agree on priorities for utilising the £25k Rural parish grant
- c. Discuss S106 funding relating to new play area - Does the PC wish to request for the S106 provision under 18/01976 to be considered for use as play equipment instead of gym equipment ?
- d. Discuss Play area report from RoSPA and quarterly report from Caple Ground care
- e. Discuss content for meeting with Sports club on 25 Sept about future Village Hall
- f. Discuss final plans for the 2025 Horse Fair
- g. The Data ( Use and Access) Act 2025 – new/refresh policies in accordance with this new legislation:  
Draft Data protection Policy  
Draft Privacy Policy  
Draft Employees Privacy Policy  
Draft councillors privacy policy  
Draft Website Privacy Notice

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- Draft Subject Access Request Policy
  - Draft Data Map and Assessment of Personal Data held by HPC
  - h. Consider policy review :
    - Draft Investment Strategy
    - Draft Reserves Policy
    - Draft Business Continuity Plan
    - Draft Legionella Control and Management Policy
  - i. Do we wish to consider Bus stop shelter grant funding 25-26 ( location?)
  - j. Discuss/agree date for first aid training

## 7. CONSULTATIONS

- a. KCC Budget Consultation <https://letstalk.kent.gov.uk/budget-consultation-2026-27> by 29 September.

***Please note that the next full council meeting is scheduled for 6<sup>th</sup> October 2025***

**Lucy Noakes** Clerk to Horsmonden Parish Council 01892 724989

**Date of agenda notification** 25 August 2025

