



PARISH COUNCIL OF SANDHURST, KENT

Please reply to Julie Horan, Parish Clerk, Old School, Back Road, Sandhurst, Kent TN18 5JS 01580-850273

To : Members of Sandhurst Parish Council

I summon you to a meeting of Sandhurst Parish Council which will take place on **Tuesday, 14 October 2025 at 19.00 hrs**, when the business detailed on this Agenda will be considered.

Members of the Public and the Press are welcome to attend this meeting.

At the Chairman's discretion, up to 15 minutes will be set aside for questions from members of the public, each one of whom may be invited to speak for a maximum of 3 minutes in total relating to items on the Agenda or about issues of local concern. They have the right and are welcome to stay and observe the rest of the Meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1. Please inform the Clerk if you wish to film or record the meeting.

Please contact the Clerk if you are unable to attend – Quorum for Council is 3 Members.

Julie Horan : Parish Clerk
07 October 2025

AGENDA

Item	
1.	Apologies for Absence
	As reported at the meeting.
2.	Declarations of Interest
	To receive Declarations of Interest on agenda items. Members are reminded that they must inform the Monitoring Officer of any changes to their Notification of Disclosable Pecuniary Interests.
3.	Resignation of Councillor
4.	Approval of Minutes
	To resolve that the Minutes of the meeting of the Council held on 09 September 2025 are a true record of the meeting. The only issue relating to the minutes that can be discussed is their accuracy. To resolve that the Minutes of the Planning Committee meeting held on 30 September 2025 are a true record of the meeting. The only issue relating to the minutes that can be discussed is their accuracy.
5.	Councillor Intervention
6.	Finance & Accounts
	Accounts: To approve accounts retrospectively for payment from 01 September 2025 to 30 September 2025

	<p>To receive details of receipts from 01 September 2025 to 30 September 2025 To note the bank reconciliation at 30 September 2025 Forecast: To review the forecast Budget 2026/27: Items to be included Authorised Signatory: Appoint a new signatory. External Audit: Review the External Annual Audit Report from Mazars.</p>
7.	GDPR/Social Media
	<p>GDPR, Assertion 10 in the 2025/26 Annual Governance and Accountability Return (AGAR) Review and approve Social Media Policy.</p>
8.	ROSPA Reports
	Review and approve actions – CR/JH
9.	Pavilion
	<p>Discuss water system options available – DR Change to location of the key safe.</p>
10.	Grass Cutting Contracts
	Draft document for review and approval prior to distribution to potential grass cutting contractors."
11.	Old Orchard Play Area/Playing Field
	Review/Approve quote received for replacement swing seat - CR
12.	Unauthorised Encampments
	Update - MG
13.	Tree Survey
	Survey of parish Trees.
14.	Pump Track
	Update on progress - JG
15.	Retrospective Approval
	<p>P & W Invoice for system chlorination at the Pavilion £930.00 Cheesemans invoice for boiler repair and service at the Old School Hall £524.00</p>
16.	Speedwatch
	Report - CR
17.	Allotments
	<p>Hedge cutting required. Update on plots available – JH</p>
18.	Bench Lower Green
	Update - CW
19.	HIP
	Update - MG
20.	Committee Renaming
	<p>OSH Committee to become the OSH Working Group Allotment Committee to become Allotment Society</p>

21.	Christmas Tree
	Approve the purchase of a Christmas Tree for the Upper Green for Christmas 2025, cost this year £725.00.
22.	Planning
	There will be an opportunity for members of the public to speak for a maximum of 3 minutes before the planning applications are discussed. Please remember a parish council is a statutory consultee in the planning process but has no statutory powers - only the right to comment.
	Application: 25/02345/FULL Proposal: (Self-build) Widening of existing access, amended driveway and change of use from annexe to residential dwelling Address: Croften, Lomas Lane, Sandhurst, Cranbrook, Kent, TN18 5PT Comments: 29 October 2025
23.	Correspondence to the Clerk

Julie Horan
Clerk to Sandhurst Parish Council

CC: For Information
County Cllr Claudine Russell
Borough Cllr Ellen Neville
Borough Cllr Beverley Palmer
Borough Cllr Tom Dawlings