

NETTLESTEAD PARISH COUNCIL

MINUTES

MINUTES OF THE PARISH COUNCIL ANNUAL MEETING

HELD ON THURSDAY 2nd JULY 2026

IN NETTLESTEAD VILLAGE HALL at 19:45

PRESENT: **Cllr Alison Green – Chair**
Cllr David Meredith – Vice Chair
Cllr Anita van Hensbergen
Cllr Emily Corfe
Cllr Jackie Bennett
Borough Cllr Grace Couch
Joanna Geary - Parish Clerk
A member of the public

1 APOLOGIES AND ABSENCE

Cllr Martyn Evans
Borough Cllr Claudine Russell
Borough Cllr Mike Summersgill

2 COUNCILLOR DECLARATIONS - Cllr Meredith declared interest in Agenda item 6 - Village Hall and Agenda item 11.1 - The Old Quarry House Gibbs Hill Nettlestead Kent ME18 5HU, and it was agreed by all Councillors present that he would not participate in any decisions that Councillors might make in relation to these matters.

3 MINUTES OF THE MEETING held on 4th JUNE 2026

The minutes of the previous meeting were duly signed by the Chair as a true and accurate record.

4 EXTERNAL REPORTS

4.1 COUNTY COUNCILLOR REPORT

Cllr Ford was not in attendance and had not provided a written report.

4.2 BOROUGH COUNCILLORS' REPORTS

Cllr Russell was not in attendance and had not provided a written report.

Cllr Summersgill and Cllr Couch had circulated their report in advance of the meeting. The topics covered were:

COUNCIL

- Water issues
- Local Plan
- Gypsy & Traveller Development Plan Document

WARD WORK

- Temporary outreach post office in Yalding
- Planning applications
- Planning enforcement

Cllr Green thanked Cllr Couch for her and Cllr Summersgill's report.
The full report can be found on the Nettlestead Parish Council Website

5 COUNCILLORS REPORTS

5.1 NEIGHBOURHOOD WATCH

- There were no reports

5.2 PARISH MAGAZINE

- The position of Editor has been offered and accepted. The role will be modified slightly with certain duties managed by others.

5.3 CHATTERBOX & WARMSPACE

- The last meeting proceeded as normal.
- A meal was delivered to the residence of one member.

6 VILLAGE HALL

- Village Hall Committee member Tamsin Miles noted that the Hall insurance and utilities contracts have been renewed.
- The Hall Financial Report will be discussed at the next Village Hall Committee meeting.
- There have been some new regular bookings.
- The Clerk will post the monthly update on the Parish Council website and forward to Cllr van Hensbergen for publishing in the Parish Magazine.

6.1 PARISH COUNCIL NOTICEBOARD

- The Clerk will obtain three quotes for a new noticeboard which will be wooden and engraved.
- When a noticeboard has been chosen the Clerk will send the image to the Village Hall Committee
- Tamsin Miles has offered for Village Hall Committee members to install the new noticeboard.

7 KGV FIELD

7.1 KGV FIELD – PC UPDATES

- The footpath behind the top of Bishops Close has been cleared towards its northern end but remains overgrown further towards the KGV Field.
 - The Clerk is awaiting an invoice from Mark Fisher for £50 + vat for clearing overgrowth from the trees at the KGV Field bordering the pavement along Maidstone Road.
 - Cllr van Hensbergen reported that the KGV looks in good condition following the latest cut by Three Counties Contracting.

7.2 KGV FIELD – UPDATE ON REPAIRS

- The Clerk has received a quote for a replacement leg press from Fresh Air Fitness, and is to obtain two other quotes for this and to ensure that the quotes include the removal of the existing leg press.
- The Clerk is to obtain quotes from Three Counties Contracting and two other companies to remove the wooden edging around the wet pour sites and fill in the gaps with turf.

7.3 KGV FIELD – GROUNDS MAINTENANCE WORKS SCHEDULE

- The latest work schedule and completion record had been received and circulated to Cllrs.

7.4 KGV FIELD – TREE SURVEY ACTIONS

- The Clerk to follow up with the appointed tree surgeon on the date for the works arising from the survey and his quote for clearing the dead trees at the back of the field.

8 CHURCHYARD

- It was reported that the Churchyard is looking good.

9 HIGHWAYS AND FOOTPATHS

- Cllr Corfe reported that there has been more fly tipping on Gibbs Hill and has reported this to Maidstone Borough Council.

9.1 TRAFFIC AND HIGHWAY ISSUES – HIP PROGRESS REPORT

- The Clerk had received and circulated the ATC traffic survey report issued by Kent County Council following data taken on Hampstead Lane. Vehicle speeds were generally well within the existing 40mph limit and the vast majority of movements indicated that traffic is predominantly made up of cars and light passenger vehicles. It was noted by Cllrs that this data would be likely to change as the Syngenta site build progresses and therefore the Clerk is to request that Kent Highways repeat the survey following completion of the site.
- Cllrs noted that the junction at the top of Hampstead Lane is due to be upgraded when 14,000m² space at the YEP is occupied. The Clerk will monitor this.
- Cllrs have offered to meet for a site visit with Kent Highways to ascertain land ownership for the piece of land in question relating to the Zebra Crossing project. The Clerk will arrange suitable dates.

9.2 TRAFFIC AND HIGHWAYS ISSUES – FLOOD MITIGATION

- The Clerk provided an update on communications with Kent Highways regarding pipework belonging to a resident.

9.3 TRAFFIC AND HIGHWAYS ISSUES – OVER SIZED VEHICLES

- The Clerk reported that the registration details of any oversized vehicle need to be noted in order to make a report to the company owner of the vehicle.
- The Clerk noted that there is currently no local Lorry Watch group on Facebook.

9.4 STREETLIGHTS – CONTROL OF VEGETATION

- This had been reported to Streetlights

9.5 BELISHA BEACONS – CONTROL OF VEGETATION

- A letter is to be sent to the resident whose tree is obscuring one of the beacons. Cllr Green will check this letter before posting.

9.6 FOOTPATH KM182

- The Clerk has reported to Kent County Council that the section of this path from the Churchyard to the river is overgrown.

9.7 OVERGROWTH FROM RESIDENTIAL PROPERTY

- A letter has been sent to the homeowner regarding this overgrowth that is impeding the footpath, requesting that it is cut back to the boundary of their property.

9.8 DOG WASTE ON FOOTPATH

- MBC reported that they had cleared the dog waste along the path behind Bryant's Close, but Cllrs noted that it is still there, however quite hidden. This matter has been re-reported to MBC.

10 OLD SCHOOL HOUSE CLOCK

- Nothing to report

11 PLANNING MATTERS

11.1 PLANNING APPLICATIONS

- **The Old Quarry House Gibbs Hill Nettlestead Kent ME18 5HU**
Submission of details pursuant to condition 3-(enhancement of ecology) subject to 25/503515/FULL. There were no comments from Councillors.

- **Former Syngenta Works Hampstead Lane Yalding Kent ME18 6HJ**
Submission of details pursuant to conditions 16 (noise mitigation scheme) and 17 (air quality mitigation measures), subject to application 23/502119/OUT in relation to Phase D.
There were no comments from Councillors.
- **Former Syngenta Works Hampstead Lane Yalding Kent ME18 6HJ**
Submission of details pursuant to condition 6 (noise impact assessment) subject to 25/501377/REM.
There were no comments from Councillors.

11.2 DECISIONS MADE BY MBC

- Three decisions were noted by Councillors: **26/501703/TCA**, **26/501582/TCA**, and **Enforcement Notice for land on the south side of Hampstead Lane**.
- Cllr Couch noted that the Gypsy & Traveller Development Plan Document will likely be withdrawn and subsumed into the Local Plan.

12 FINANCE

- As there is no Parish Council meeting in August, the Clerk was instructed to set up payments to regular suppliers on the 5th August and notify Cllrs by email.
- The Parish Council's current electricity supply contract is due to expire on 30th September. The Clerk is to obtain and circulate quotes prior to the next Parish Council meeting on 3rd September.

12.1 RESOLUTION to receive Budget Monitoring Report to JUNE 2026 **RESOLVED by all members** to approve the Budget Monitoring report for JUNE 2026

12.2 RESOLUTION to approve payments for JULY Cllr Meredith signed the invoices and advised that the direct debits had been paid. The Clerk is to amend the payment to HMRC by 20p and adjust the Clerk's Expenses amount to the correct total. **RESOLVED by all members** to approve the online payments list for JULY 2026

12.3 RESOLUTION to approve Bank Reconciliation **RESOLVED by all members** to approve the Bank Reconciliation for JUNE 2026

- Cllr Meredith noted that the PAYE deductions are included with Employer's National Insurance within the budget report. The total costs will therefore be over-budget, but the Clerk's salary will be under budget, as this only includes her net pay.
- The Clerk had received and circulated a quote from Mulberry Local Authority Services Ltd. for the Parish Council's Internal Audit. Cllr Green proposed contracting the company for the next three years. All Cllrs were in agreement.
- Cllr Meredith noted that the Parish Council had been requested to submit a report to Maidstone Borough Council detailing the receipt and spend of Community Infrastructure Levy (CIL) funds. The Clerk is to respond with the requested information.

13 SOCIAL MEDIA

- Several items of interest received from third parties were forwarded to be posted onto the Parish Council Facebook page

14 CORRESPONDENCE

14.1 REPORT OF CORRESPONDENCE FROM RESIDENTS

- A report had been circulated by the Clerk to Cllrs prior to the meeting.

14.2 EMAIL RE: STAPLEHURST PARISH COUNCIL NEIGHBOURHOOD DEVELOPMENT PLAN

- There were no comments from Councillors.

14.3 COMMITTEE NOTIFICATION LETTER, LAND NORTH OF DRAYHORSE MEADOW FIELDS LANE WATERINGBURY - APPLICATION 25/01412/FL

- It was noted that this Application has been deferred.

14.4 FIRST AID COURSE FOR MEMBERS OF THE PUBLIC

- The Clerk is to obtain the cost for this course from the company previously used by the Boat & Bean.

15. FUTURE AGENDA ITEMS

Parish Council Noticeboard
KGV Field repair items
Tree Survey actions
Update on Zebra Crossing project/Land ownership
Flood mitigation
Streetlights maintenance
Belisha Beacon maintenance
Electricity supply contract
Trustees Liability Insurance

16. DATE OF NEXT MEETING

The next Parish Council meeting will be held on Thursday 3rd September 2026 at Nettlestead Village Hall.

There being no further business, the meeting closed at 9.15pm