

PARISH COUNCIL MEETING

I hereby give you notice that a meeting of the Parish Council will be held at Shepherdswell Village Hall on Wednesday, 16 September 2026 at 1930hrs.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out hereunder.

Please note that these meetings may be sound recorded.

Dated 11 September 2026

Jan Hancock, Parish Clerk

AGENDA

To receive reports from the County and District Councillors, Community Warden, Community Beat Officer & Shepherdswell Green Spaces Group (SGSG). Public questions or comments on agenda and non-agenda items (public participation will be limited to 15 minutes, or otherwise at the discretion of the Chair)

091/2026 Apologies for Absence

092/2026 To **APPROVE** the minutes of the meeting held on 15 July 2026

093/2026 Declarations of Interest

A Councillor who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and not be able to speak or take part, unless a relevant dispensation has been granted. A Councillor who declares an OSI will be able to speak on the item, but will be required to leave the meeting for the vote

094/2026 GOVERNANCE – Approval of Policies/Procedures

94.01 To **CONSIDER** and **ADOPT** the following new policies:

- i. Publication Scheme
- ii. Data Protection Policy

095/2026 Parish Clerk's Report

096/2026 Finance - To **DISCUSS** and **APPROVE** the schedule of payments, see attached report

097/2026 Planning – to **RECEIVE** a report from the Chair of the Planning Committee

098/2026 Working Group Reports - to **RECEIVE** updates from:

- 98.01 Carbon Footprint Working Group
- 98.02 Highway Improvement Plan Working Group
- 98.03 Communication Working Group

099/2026 Community

99.01 To **CONSIDER** and **RESOLVE** a request from Shepherdswell Green Spaces Group, regarding the extension to the Youth Hut, to:

- i. **APPROVE** the latest drawings for the Extension
- ii. **AGREE** to contact DDC Planning Department, seeking a planning amendment to the existing approval
- iii. **AGREE** to cover associated costs of the planning application

Councillors are reminded of their obligations under the Code of Conduct and the Nolan Principles of Public Life

99.02 To **CONSIDER** a request from the Village Green Association for the Parish Council to fund replacement planters on the Village Green, including the proposal to purchase five recycled-plastic long planters from Earth Anchors Ltd at a cost of £2,406.00, and to **RESOLVE** any actions required.

99.03 To **CONSIDER** a request from the Shepherdsweil Fete Committee and **RESOLVE** to:

- i. grant permission for the Shepherdsweil Fete Group to use the Recreation Ground for the designated times.
- ii. grant restricted vehicular access for event setup and logistical support vehicles under marshal supervision.

99.04 To **CONSIDER** a request from a local business owner to operate a small bakery stall on Shepherdsweil Village Green on selected days, and to **RESOLVE** any actions required.

99.05 To **RECEIVE** a report and **REVIEW** the latest developments in the bus services and to **RESOLVE** to liaise with other parish councils affected.

99.06 To **CONSIDER** a request from a resident regarding Meadow View and to **RESOLVE** any actions required, including:

- i. the condition and potential replacement of the existing bench;
- ii. a request for installation of a litter bin at the entrance to The Meadow; and
- iii. concerns raised about general maintenance of the site.

99.07 To **CONSIDER** a request from Kent County Council's Safer Road User Team to use a Parish Council venue for delivery of the Mature Drivers & Passenger Course, and to **RESOLVE** any actions required.

99.08 To **CONSIDER** a request from a councillor regarding dog control at the Recreation Ground, specifically the proposal that dogs be exercised only whilst on a lead, and to **RESOLVE** any actions required.

0100/2026 To **RESOLVE**, under the Public Bodies (Admission to Meetings) Act 1960, that the press and public be excluded from the meeting due to the confidential nature of the business to be discussed, specifically matters relating to commercial quotations.

100.01 To **CONSIDER** the quotations received for replacement of the posts and chains at Coldred Village Green and to **RESOLVE** the appointment of a contractor.

100.02 To **RECEIVE** and **CONSIDER** quotations for the Internal Audit of the 2026/27 AGAR and to **RESOLVE** the appointment of an internal auditor.

0101/2026 DATE OF THE NEXT MEETING

This will be on Wednesday 21 October 2026 in Shepherdsweil Village Hall at 1930hrs