



# Rolvenden Parish Council

## Minutes of a meeting of Rolvenden Parish Council held in Rolvenden Village Hall on Thursday 16 October 2025 at 7.30pm.

Present: Cllr A. Hinge (Chairman), Cllr. S. Bryant, Cllr. M. Geerts, Cllr M. Gilchrist, Cllr. G. Hodge,.  
In attendance: Louise Goldsmith, Parish Clerk  
County Councillor Wayne Chapman, 7 members of the public.

Louise Goldsmith Parish Clerk  
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Headcorn  
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### 1345. Intention to record the Meeting:

There were no intentions to record the meeting.

### 1346. Apologies for Absence:

An apology for absence was received from Ward Member Guy Pullen, Cllrs. Balch, Back and Walker and the reasons for absence were accepted.

### 1347. Declarations of interest:

Cllr Bryant noted an interest in the War Memorial Trust.

Cllr. Hinge noted an interest in the War Memorial Trust.

### 1348. Minutes of the meeting of the 18 September 2025

**Resolved: That the minutes of the Parish Council meeting held on the 18 September 2025 be approved and confirmed as a true record.**

### 1349. Ward Member/County Councillor Report:

Cllr. Hinge read out the following report:

I am sorry that I cannot be with you tonight. I am at the Full Council meeting at ABC which I fear will be a clash for the foreseeable future. It has been a whirlwind couple of weeks as I get to know my role. I have been in touch with various other ABC councillors and Officers who are getting me up to speed and I have been to the ABC Cabinet meeting and the Tenterden Town Council meeting as an observer, so that I can understand my role better. When I have done the relevant training, I will be joining the ABC Planning Committee and I have been invited to join the Joint Advisory Committee (JAC) for the High Weald National Landscape Partnership, which I am very much looking forward to. I have been in regular contact with some of the residents at Monypenny and the ABC officer in charge of any potential development. Getting to a final decision that the Monypenny residents are happy with is my priority and I am pleased to say that ABC are getting close to a conclusion. I hope that I will have some solid news by the time the Parish Council meet again. I am trying to arrange a meeting with all the residents at Monypenny as I would like to meet them personally, but that has not been possible yet. I have also been in touch with various residents about their specific concerns and I welcome contact from any resident if they think I might be able to help with something or if there is something about which they think I should be aware.

### 1350. County Councillor Report:

County Councillor Wayne Chapman reported that he is assisting with a proposal to plant a Memorial Tree for the late Maureen Brooks.

#### Highways Update

**Appledore Road, Tenterden:** KCC is still waiting for UK Power Networks to connect the new streetlights. Once this is complete KCC's Streetworks Coordination Team will agree a programme with Vistry (the site developer) to resurface from the bottom of Beacon Oak Hill, past the Vistry development, and most of the stretch through to William Judge Close. These works must be completed before any homes are occupied.

**Cranbrook Road, Tenterden:** KCC is still awaiting confirmed dates for the works.

**High Street, Tenterden:** Overnight resurfacing (8pm–5am, excluding weekends) is taking place between 24 September and 3 October, from West Cross to Station Road.

**Westminster, London:** I was invited to a meeting at the Houses of Commons with my Reform UK Leader Nigel Farage MP, Deputy Leader Richard Tice MP, Sarah Pochin MP, and Chairman Dr David Bull, alongside the Association of Reform Councillors. It was a pleasure to meet councillors from across the country.

**Local Government Reorganisation & Devolution (LGR&D):** The LGR&D process has been initiated by Central Government, not by KCC. It requires all Councils in Kent to review their structures — without any funding from Government to support the transition. This will inevitably bring additional costs that are likely to be reflected in future council tax bill. As a member of the KCC LGR&D Committee, I have been part of discussions on the options being put forward. Some Councils are exploring their own ideas, while KCC has developed a “**Hybrid 1A Model**”: a single unitary authority with three local assemblies beneath it. This option maintains the resilience and efficiency of KCC while devolving greater powers to local assemblies.

**1351. Chairman’s report:**

Cllr. Hinge reported that a new contract for the village hall manager has finally been agreed. The new cleaner will start employment on the 1 November 2025.

**1352. Clerk’s report:**

On behalf of the Parish Council the Clerk thanked County Councillor Wayne Chapman for approving a Member Grant application of £500.00 to financially support Rolvenden Warm Hub this winter.

**1353. Open Session:**

A member of the public advised that due to delays with the proposed works to Rolvenden Primary School an application for financial support of £10,000.00 from The Basil Russell Trust will not be drawn down this financial year. The Trust is therefore looking for a new project and would welcome applications.

A member of the public asked if the Parish Council could make an allowance in the next budget to financially support the annual litter pick.

Two members of the public complained about the ongoing water leak on the A28.

**1354. Planning:**

**a) To consider any planning applications received prior to the meeting**

**PA/2025/1732: 22 High Street, Rolvenden**

Demolition of the former garage and associated buildings and the erection of 7 dwellings together with all necessary infrastructure.

**Resolved: Support.**

**NOT/2025/1707: Agricultural Buildings at Little Forsham Farm, Wassall Lane, Rolvenden**

Prior Notification for general purpose agricultural building.

**Resolved: Support**

**PA/2025/1632: The Bull Inn, 1 Regent Street, Rolvenden**

Rebuild of fire damaged store and change of use to staff accommodation following demolition of existing building.

**Resolved: Support subject to a condition that the accommodation remains for staff use only.**

**PA/2025/1672: The Bull Inn, 1 Regent Street, Rolvenden**

Listed Building Consent to demolish and rebuild of fire damaged building.

**Resolved: Refer to the Listed Building Officer.**

**NOT/2025/1836: Barnshill Cottage, 5-6 Thornden Lane, Rolvenden**

T1: Ash Section and dismantle to ground level due to having severe ash dieback and was only baring a small amount of leaves in mid August and being sheltered by the large ash trees on the field boundary.

**It was noted that the Tree Warden has no objections to the proposal. Resolved: Support.**

**b) To consider any approvals: (RPC recommendation in italics)**

**OTH/2025/1368: Great Maytham Hall, Maytham, Road, Rolvenden**

T1 Oak – upper crown reduction of 4-5 metres, opposite side limbs reduction of 2-3 metres and reduce the northwest of tree by 2-4 metres. Reason for works – rebalance tree and improve safety and long term stability. *Resolved: Support*

**OTH/2025/1341: Great Maytham Hall, Maytham Road, Rolvenden**

T1 Fir Tree – reduce the height of the tree from approximately 80ft to 24ft for safety reasons due to tree damage. *Resolved: Support.*

**PA/2025/1010: Oakfield Lodge, Hastings Road, Rolvenden**

Variation of condition 4 (approved plans and documents) of planning permission 19/00931/AS for “Proposed new garage/workshop” to allow changes to scale, layout and fenestration to include garage/store room/home studio/gym and office. **Resolved: Support.**

**PA/2025/0769: Hexden Marsh, Hastings Road, Rolvenden**

Extension to existing aircraft hangar including two-storey extension to include facilities and viewing platform and construction of helicopter landing area.

*Resolved: We would like a condition set that the number of helicopter movements will be monitored.*

- c) **To consider any refusals:** None to consider.
- d) **Withdrawn:** None to consider.

**1355. Parish Matters.**

a) **Monypenny Proposals**

The Clerk reported that Mark Bawden, Housing Strategy and Partnerships Manager at ABC, has advised that ABC continue to explore all of the options but that further work is required before they are able to indicate which options are being taken further. Mark Bawden has advised that ABC is looking at doing a stand-alone housing scheme on the Vicarage site as one of the options. ABC need to have a survey undertaken as they believe that a private sewer runs across the land. The survey has been commissioned but it has not taken place yet. Mark Bawden also advised that he will be sending a newsletter to all the residents with an update in due course.

b) **Local Plan**

- i) The Regulation 18 Local Plan consultation closed on Monday 13 October 2025. Clarification had been sought and received by the Clerk from ABC that there will be a subsequent round of informal local consultation with parishes when ABC have progressed further with options for rural site allocations and before any firmer proposals are made.

- ii) **Infrastructure Needs/S106 Considerations**

It was noted that the Clerk has sought funding requests from local organisations and will begin to prepare a draft Infrastructure Needs report to include suggestions for S106 funding.

c) **Rolvenden Warm Hub**

It was noted that the Clerk has applied for and been successful in obtaining a £500.00 Member Grant to support the expenditure on the Warm Hub this winter. County Councillor Wayne Chapman kindly support the scheme.

d) **KALC Community Awards 2025**

Members discussed the scheme and noted that a parishioner merits an Award for having made a significant contribution to their local community. The nomination needs to be submitted to KALC by the 30 January 2026. **Resolved: To adopt the scheme and for the Clerk to post a link to an online survey requesting nominations from parishioners on social media, the website and noticeboards. Members to consider and agree a nomination at the next meeting.**

e) **Remembrance Service Arrangements**

It was noted that a wreath has been ordered and that Cllr. Hinge will represent the Parish Council and attend the service due to take place on Sunday 9 November 2025.

f) **Christmas Tree**

Cllr. Bryant reported that a tree has been ordered from Hole Park and that arrangements are in place for the tree and lights to be installed on Saturday 29 November 2025.

g) **RoSPA Annual Inspection**

The Clerk advised that the annual inspection of both playgrounds actually took place on a slightly late date than planned on Monday 13 October 2025. A copy of the inspection report has been obtained. The Clerk will discuss the suggested remedial works with the grounds maintenance contractor and will obtain a quote.

h) **S106 Contributions**

It was noted that the Clerk and Cllr. Hinge attended a virtual meeting with Officers from ABC and the S106 team on Wednesday 8 October 2025 to discuss the remaining allocations for S106 and the current requests. ABC has subsequently agreed that the S106 maintenance fund can be used to reimburse the football club for the additional legal fees they incurred for the football lease. An application from the tennis club for S106 capital expenditure for the sum of £13,043.78 from the Outdoors Sports Contribution has also since been approved. Cllr. Hinge advised that the S106 funding for outdoor sports has almost all now been utilised.

i) **Neighbourhood Watch/Kent Police Update**

*Sian Reeves, Rolvenden Neighbourhood Watch, gave the following report.*

Sian Reeves advised that the local priorities for Kent Police continue to be addressing anti-social behaviour issues such as catapulting, catapulting and fly-tipping. Sian Reeves advised that there is a documentary on BCC iPlayer about front line catapult crime. Sian Reeves suggested that further momentum is needed to have catapults categorised as a dangerous weapon and suggested that members of the public write to MP Katie Lam requesting this categorisation.

Sian Reeves advised that Beat Officer Dan Laker is holding two surgeries 'Coffee with a Cop'. The first will be held at 10am on the 13 November 2025 at the Tenterden Gateway and the second one will be held at 10am on the 17 November 2025 at Nibbles in Newenden. Sian Reeves urged members of the public to continue to report any incidents to Kent Police and reminded everyone that this can be done anonymously.

**Ongoing and new Fraud/Scams to be aware of**

Information in my monthly Rolvenden Parish magazine article and sent to Rolvenden Neighbourhood Watch members. pet scam; theft of mobile phones in public places; pension fraud; investment scam alleged to be celebrity endorsed; winter fuel payment scam; WhatsApp Gold scam; rogue traders scam; mature drivers course scam.

#### 1356. HIGHWAYS/PROW

a) **Highways Improvement Plan**

The Clerk advised that the Community Engagement Officer would like review the Highways Improvement Plan and to consider some new priorities in the Spring.

b) **Reported Faults**

Various potholes: It was noted there continues to be a water leak outside The Star on the A28 which started on the 8 September 2025. The leak has been repeatedly reported. The Clerk will follow up on this.

c) **Highways Transportation Seminar**

It was noted that the Clerk attended the virtual Highways Transportation Seminar held on the 2 October 2025. An in-person seminar is being held on Wednesday 22 October 2025. The Clerk will circulate a copy of the presentations when received.

#### 1357. Finances

a) **To receive the accounts**

The accounts dated the 30 September 2025 were received.

b) **To receive the bank reconciliation as at 30 September 2025**

The bank reconciliation as at the 30 September 2025 was noted. In the absence of another signatory been present the bank reconciliation was checked and signed by Cllr. Hinge in accordance with the financial regulations.

c) **To receive a list of payments for approval**

Cllr. Hinge checked the invoices against the payment schedule, (appended to the minutes), and it was **resolved** for Cllrs. Balch and Hinge to authorise the payments online. The authorised schedule was initialled immediately below the last item by the Chair in accordance with the financial regulations.

#### 1358. External Meetings

a) **Thoburn Trust Meeting:**

It was noted that there is a meeting to be held after this meeting to consider some of the recommendations from CLM. Cllr. Hinge advised that CLM has provided a management plan and that sourcing grant funding will be the next step.

b) **Neighbourhood Development Plan Steering Group**

It was noted that Members of the Steering Group are making steady progress but will be unable to include any information on the housing allocation for Rolvenden in the NDP. Instead the Steering Group is working on the 'soft' policies and hope to have a draft document ready for the Spring.

c) **Rolvenden Village Hall:**

The minutes of the meeting held on the 9 October 2025 have been circulated.

d) **KALC Ashford Area Committee:**

The minutes of the meeting held on Wednesday 24 September 2025 have been circulated. The next meeting is due to be held on Wednesday 26 November 2025. The Clerk attended the meeting held on Wednesday 24 September 2025 and advised that Kent ACRE is struggling to obtain funding to be in a position to offer a new service. A possible merger with other Counties was suggested as it was agreed that this was a vital service for village halls and Parish Councils. Inspector Simon Johnson attended the meeting and commented that footage is required for reporting e-scooters and acknowledged that catapulting is becoming a national problem. Operation Brock was activated on just six busy weekends over the summer and it now only takes two days to prepare and remove the equipment. All costs associated with Operation Brock are covered by the Department for Transport. KCC will be submitting comments on the High Speed Rail Bill and The Bus Services Bill.

#### 1359. Items for the next meeting

Basil Russell Trust; Budget Review; December Meeting dates and dates of meetings next year.

#### 1360. Correspondence/Consultations

Local Government Reorganisation Consultation: Noted.

Parish Forum 24 November 2025: Noted

#### 1361. Any Confidential Items:

There were none.

#### 1362. Date of the next Parish Council Meeting:

Thursday 20 November 2025 at 7.30pm

There being no further business the meeting closed at 8.58pm

Signed: ..... Date: .....

Chairmans signature.....

## BACS Payments for Approval October 2025

| Reference | Payee            | Invoice          | Description of Transaction         | Gross          |
|-----------|------------------|------------------|------------------------------------|----------------|
| 37/25     | Louise Goldsmith |                  | Expenses                           | 65.60          |
| 38/25     | Tompsetts        | 3525             | Grounds Maintenance                | 2072.02        |
| 39/25     | Viking           |                  | Ink and Paper                      | 64.50          |
| 40/25     | M I Payroll      |                  | Payroll Services                   | 25.00          |
| 41/25     | Playsafety       | 93360            | RoSPA Inspections                  | 462.00         |
| DD        | Unity Trust      |                  | Monthly Charge                     | 6.00           |
| DD        | Hugo Fox         |                  | Website                            | 11.99          |
| DD        | Hugo Fox         |                  | Email Accounts                     | 20.99          |
| DD        | HMRC             |                  | Clerks Tax and NI (paid quarterly) | 444.45         |
| SO        | Louise Goldsmith |                  | Salary and backdated pay award     | 1073.21        |
|           |                  | <b>Sub total</b> |                                    | <b>4245.76</b> |

## Receipts:

| Date       |                              | Amount   |
|------------|------------------------------|----------|
| 04/09/2025 | Rolvenden War Memorial Trust | 1000.00  |
| 05/09/2025 | Rolvenden Cricket Club       | 250.00   |
| 09/09/2025 | Ward Member Grant            | 1000.00  |
| 30/09/2025 | ABC second half of Precept   | 20250.00 |

## Bank Reconciliation as at 30 September 2025

|                 |                          |
|-----------------|--------------------------|
| Opening balance | £13,975.76               |
| add receipts    | £42,750.00               |
|                 | <u>£56,725.76</u>        |
| less payments   | £27,281.09               |
| Balance         | <u><b>£29,444.67</b></u> |

Chairmans signature.....