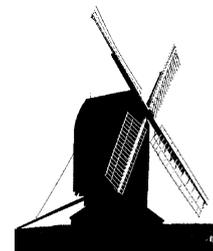


# Rolvenden Parish Council



**Minutes of a meeting of Rolvenden Parish Council held in Rolvenden Village Hall on Thursday 19 February 2026 at 7.30pm.**

Present: Cllr. A. Hinge (Chairman), Cllr. H. Back, Cllr. C. Balch (arrived 7.39pm)

Cllr. M. Geerts, Cllr. M. Gilchrist.

In attendance: Louise Goldsmith, Parish Clerk and 7 members of the public

Louise Goldsmith Parish  
Clerk  
5 Artisan Road  
Headcorn  
Kent  
TN27 9AZ

[clerk@rolvendenparishcouncil.gov.uk](mailto:clerk@rolvendenparishcouncil.gov.uk)

**1417. Intention to record the Meeting:**

There were no intentions to record the meeting.

**1418. Apologies for Absence:**

An apology for absence was received from County Councillor Wayne Chapman, Cllrs. Bryant, Hodge and Walker and the reasons for absence were accepted.

**1419. Declarations of interest:**

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

**1420. Minutes of the meeting of the 15 January 2026**

**Resolved: That the minutes of the Parish Council meeting held on the 15 January 2026 be approved and confirmed as a true record.**

**1421. Ward Member/County Councillor Report:**

There was no report.

**1422. County Councillor Report:**

A report from County Councillor Wayne Chapman was noted and will be placed on the website.

**1423. Chairman's Report**

January and February continue to be relatively quiet months for the council.

I attended the KALC meeting at the Ashford Council offices. A significant part of the meeting was given to the potential for changes to Kent under the Unitary Authorities, but as nothing is decided this left us with little to go on. With this theme in mind planning expectations and quotas are also still undetermined.

The Steering group for the NDP held an open event this weekend which was well attended and I thank the committee for their hard work so far, and to all those who took an interest.

We can be very pleased with the preliminary progress so far and again thank those contributors for their efforts.

The persistent wet weather has contributed to a significant deterioration in roads, as well as hindering any plans to improve areas around the village. Please advise us on any problems which need attention.

The Thoburn Trust hopes to initiate fencing and hedging schemes and will be assessing quotes and grant opportunities over the coming Spring months. I thank Louse for her efforts in achieving Charity status.

**1424. Clerk's report:**

The Clerk advised that the repairs to the playground have been delayed due to an issue with the supply of parts.

**1425. Open Session:**

A member of the public complained about the condition of Hastings Road.

A member of the public commented on planning proposal PA/2025/1732 in terms of appearance and parking.

Chairmans signature.....

**1426. Planning:**

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

**PA/2026/0152: Little Halden Farm, Tenterden Road, Rolvenden,**

Change of use of building and land within its curtilage to a dwelling house following the demolition of Atcost and hay barns, with the introduction of a 1.5 storey car barn with ancillary and incidental space - Self build

**Resolved: Support in principle subject to a condition that the car barn is used as ancillary accommodation**

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

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

**Resolved: Support. We have concerns about the limited parking facilities and if the calculation for cars is exceeded that this could spill out on to the High Street given that there are no visitor parking spaces.**

*Standing orders were lowered to allow a member of the public to speak*

**NOT/2026/0030: Rolvenden Village Hall, Maytham Road, Rolvenden**

T1, T2, T3 & T4 - Oak - Crown lift on all trees by 6-7 metres.

**Resolved: Support.**

**PA/2026/0198: Rolvenden Primary School, Hastings Road, Rolvenden**

Proposed single storey rear and side extensions following demolition of 3no existing outbuildings.

**Resolved: Support.**

**No objection. However, we noted that the proposed solar panels should have limited visual impact.**

**b) To consider any approvals: None to consider.**

**c) To consider any refusals: (RPC recommendation in italics)**

**PA/2025/1988: Land 20m Northeast of 55-59 Maytham Road, Rolvenden**

**Outline application for a One-and-a-half-storey self-build dwelling and detached garage with all matters reserved.**

*Resolved: Strongly object. The site is in the conservation area, outside the build confines of the parish. The site is adjacent to a row of Listed Building Cottages. We feel that the description of the site is misleading as this is not a garden. We object on the basis that we believe this proposal will significantly harm the character of the area and goes against Ashford Borough Council's own policies HOU10b and HOU2 and the policies within our own Neighbourhood Plan, RNP1 clauses a,b and 10 and RNP3 and RNP5.*

**d) Withdrawn:**

**PA/2025/2305: Rolvenden Primary School, Hastings Road, Rolvenden.**

Variation of condition 2 (approved plans), removal of condition 7 (BNG habitat) and 9 (removal of temporary car park and outbuildings) of planning permission PA/2025/0156 for Proposed single storey rear and side extensions and permission to use part of a field as a temporary car park during the construction works to allow for changes to temporary car park and BNG now being exempt.

*Resolved: Support.*

**PA/2025/1758: 48-50 High Street, Rolvenden**

Proposed 1no. non-illuminated fascia sign board and associated vinyl graphics.

*Resolved: Support*

**PA/2025/1757: 48-50 High Street, Rolvenden**

Proposed replacement fenestration and installation of roller shutter.

*Resolved: Object. The shop is in the conservation area and adjacent to a number of Listed Buildings. We feel that the proposed shutters and fenestration are detrimental to the character of the High Street.*

**e) Appeals**

**PA/2025/0720: 60A High Street, Rolvenden**

Single-storey side extension, 1.9 metre high replacement garden wall, changes to fenestration, external alterations, including the creation of hardstanding and new vehicular access from the High Street. It was noted that the Planning Inspectorate has advised that the appeal will be determined on the basis of written representations.

**1427. Parish Matters.**

**a) Local Plan**

The Clerk read out the following report which was given at the KALC Area Committee meeting held on the 28 January 2026. The Council's Local Development Scheme had anticipated producing a Regulation 19 draft of the Local Plan in early 2026. However, this timetable has proven unrealistic due to several factors. We are still awaiting the Government's rollout of the new planning system, particularly the detailed regulations that will set out how Local Plans must now be prepared. These were expected by 'The end of January' but have yet to be published. The changes introduced through the Levelling Up and Regeneration Act (2023), combined with the ongoing Stodmarsh

constraints, mean we cannot progress the Plan in line with the existing LDS timetable. Despite this, work on the new Local Plan will continue. Over the summer, we intend to run a series of informal engagement events with Town, Parish, and Community Councils as the plan begins to take shape. A wider public consultation on the next version of the Local Plan is expected in Autumn 2026. We will provide updated key milestones for the Local Plan 2042 as soon as we are in a position to do so.

**b) Neighbourhood Development Plan**

The Steering Group held a consultation event over the weekend of the 14-15 February 2026 on the emerging policies of the Neighbourhood Plan. Approximately 50 people attended. Three presentations about the Plan were given by the Planning Consultant over the two days. There was also an exhibition about the individual policies with associated evidence and maps provided. Those attending were encouraged to complete feedback forms, and these are being collated. A copy of the presentation and the posters has been made available on the website, along with information about the list of proposed local green spaces, important local views and non-designated heritage assets.

An exhibition of posters submitted by local children to the Dark Skies competition was on display and the winners will be notified shortly. The Steering Group will be finalising the 'informal' draft plan over the next couple of weeks. This will be sent to ABC and the Parish Council, who will be invited to provide informal comments and also arrange for it to be screened for the purposes of environmental impacts. Once this is completed, the Steering Group will finalise the Plan into the Pre-Submission Version and this will be issued for sign-off by the Parish Council, before they proceed to the first formal round of consultation.

**c) Assets of Community Value:**

Members considered information circulated by the Clerk about the benefits of registering assets of community value. It was agreed to nominate the following as Assets of Community Value.

Village Hall, The Star, The Bull Inn, The Ewe and Lamb, Cricket Club Pavilion, the village shop, St Mary The Virgin Church, the motor museum, BT Box in Rolvenden Layne.

*Standing Orders were lowered to allow a member of the public to speak. The meeting resumed.*

**d) Warm Hub:** An update was deferred to the next meeting.

**e) Annual Parish Meeting 16 April 2026**

It was noted that the Annual Parish Meeting will take place on Thursday 16 April 2026 at 7.30pm in the village hall. The Clerk will invite the County Councillor, Ward Member and all the local organisations to provide a report. It was agreed that the Clerk should purchase drinks and approach The Star to provide some nibbles.

**f) Annual Litter Pick 7 March 2026:**

Cllr. Hinge advised that the annual litter pick will be taking place on Saturday 7 March 2026 at 9am, meeting at The Bull.

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

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

Doorstep theft appears to be an issue with various plants and ornaments taken from outside properties. Catapulting and other ASB issues have led to an alert system been set up to pass on information to the Rural Task Force. The Rural task force recently quickly responded to a suspected poaching incident. Beat Officer Darren Laker attended the Farmers Market in the hall this morning with representatives from the Rural Task Force Team who demonstrated how to mark property securely.

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

Information in my monthly Rolvenden Parish magazine article and sent to Rolvenden Neighbourhood Watch members:

New voice cloning phone scam for lifestyle survey and set up AI voice clone; Amazon product recall scam; energy scams; mis-sold solar panel claims; fake energy supplier email; courier fraud; savings scam offering high fixed interest rates; romance and relationships scams; rent scam; perpetual crisis; investment fraud alerts; rogue traders asking for cash up front.

**1428. HIGHWAYS/PROW**

**a) A28 Benenden Road Finger Post**

Cllr. Hinge suggested and it was agreed to replace the unstable finger post next to The Bull. The Highways Steward at KCC has agreed that the Parish Council can replace the finger post. The Hole Park Estate has kindly offered to provide a new oak post and it was suggested that the Clerk should ask the joiners in the village for a quote for the works.

**b) Faults**

Maytham Road: large pothole on the bend.

Gatefield Cottages: Sign is damaged.

Halden Field sign is damaged.

A28 drains: Clerk to check the cycle for cleaning.

Sparkeswood Avenue: large pot hole

Rolvenden Layne: School bus (Hams Travel 295) has damaged the verges when turning.

**1429. Code of Conduct Complaint**

**DECISION NOTICE OF THE MONITORING OFFICER CODE OF CONDUCT COMPLAINTS ABC/2024/05,10 & 16  
Against: Mr Edward Barham**

It was noted that the Clerk has circulated a copy of the above report which was considered by The Standards Committee at ABC on the 4 February 2026. The Monitoring Officer has decided to make this Decision Notice publicly available on the Council’s website, along with a copy of the appointed solicitor’s redacted final report and to take no other action on the Complaint.

**1430. Finances**

- a) **Proposal to pass a resolution for a disclosure request for Cllr. Michael Geerts to be authorised to be provided with any information as requested now and in the future from Lloyds Bank regarding Rolvenden Parish Council.**

Cllr. Geerts provided some background information and explained that the Parish Council is trying to get Lloyds Bank to assist with the re-opened case of the stolen Parish Council funds. MP Katie Lam has been made aware of the case and has offered her help

**Resolved: To agree a disclosure request for Cllr. Michael Geerts to be authorised to be provided with any information as requested now and in the future from Lloyds Bank regarding Rolvenden Parish Council.**

- b) **Asset Register**

**Resolved: To adopt the Asset Register circulated by the Clerk.**

- c) **Annual Review of the Risk Register**

**Resolved: To adopt the Risk Register produced and circulated by the Clerk.**

- d) **ICO Renewal**

It was noted that the Clerk has renewed the annual subscription with the Information Commissioners Office.

- e) **To receive the bank reconciliation as at the 31 January 2026**

- f) The bank reconciliation as at the 31 January 2026 was noted. The reconciliation was checked and signed by Cllr. Balch in accordance with the financial regulations.

- g) **To receive a list of payments for approval**

Cllr. Balch 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 Cllr. Bryant in accordance with the financial regulations.

**1431. External Meetings**

- a) **Thoburn Trust Meeting:**

There has been no meeting.

- b) **Neighbourhood Development Plan Steering Group**

The minutes of the meeting held on the have been circulated and it was noted that the next meeting is due to take place on the 25 March 2026.

- c) **Rolvenden Village Hall:**

There has been no meeting. The next meeting is due to be held on the 5 March 2026.

- d) **KALC Ashford Area Committee:**

The minutes of the meeting held on Wednesday 28 January 2026 have been circulated and the next meeting will take place on the 25 March 2026.

**1432. Items for the next meeting:** Assertion 10 requirements: checklist

**1433. Correspondence/Consultations**

Neighbourhood Committees Workshop: It was noted that the Clerk attended the workshop held on the 4 February 2026 and has circulated a summary and a copy of the presentation slides. The Clerk advised that the experience of Somerset confirms that the role of Parish Councils in enhanced with LGR.

MP Katie Lam Weald of Kent Water Survey: Noted.

**1434. Confidential Item:** There were none.

**1435. Date of the next Parish Council Meeting:**

Thursday 19 March 2026 at 7.30pm.

There being no further business the meeting closed at 9.23pm

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

Chairmans signature.....

## BACS Payments for Approval February 2026

Reference	Payee	Invoice	Description of Transaction	Gross
54/25	Louise Goldsmith		Expenses	55.70
55/25	M I Payroll		Payroll Services	25.00
56/25	Forvis Mazars	2637092	Limited Assurance Review	504.00
57/25	Tompsetts	TL-INV-3624	Grounds Maintenance	994.00
58/25	Viking	4410333844	Stationery	45.43
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)	193.98
DD	ICO		Annual Subscription	47.00
SO	Louise Goldsmith		Salary	586.25
		<b>Total</b>		<b>2490.34</b>

**Receipts: January 2026:** There were none.

### Bank Reconciliation as at 31 January 2026

Opening balance	£13,975.76
add receipts	£64,162.31
	<u>£78,138.07</u>
less payments	£46,128.35
Balance	<b><u>£32,009.72</u></b>

Chairmans signature.....