



## Parish Council

**Minutes of the meeting of the Parish Council held on  
Thursday 31<sup>st</sup> July at 7.30pm, Awbridge Village Hall**

### **Present:**

Cllr Kelly Seymour (KS)  
Cllr Peter Allen (PA)  
Cllr Gordon Piper (GP)  
Cllr Christopher Wheeler CW)  
Cllr Janet Whiteley (JW)

### **Apologies:**

Cllr G Jackson  
Cllr T Byrne  
Cllr Nick Adams-King (Head of HCC)

### **In attendance:**

Tracy Sansome (Clerk)  
1 member of public

## **PROCEDURAL ITEMS**

### **1. Welcome**

Chairman Cllr Kelly Seymour welcomed all to the meeting.

### **2. Apologies**

Received from Cllr G Jackson and Cllr T Byrne.

### **3. Declarations of Interest**

None were noted.

### **4. Report from Cllr Nick Adams-King**

Deferred until next meeting.

### **5. Public Observations/open period**

A member of the public asked if the meetings of the Parish Council could be published more widely. The PC agreed that the meetings are always published on the Notice Boards by the school and the War Memorial. They are also available on the website and more recently on the Facebook page of the PC. It was agreed that the War Memorial board sometimes is a little cluttered. The clerk will endeavour to arrange space for Parish Council Business. It may be a possibility to arrange to have this posted at the Church also.

### **6. Clerk Report and Correspondence**

Acknowledged. The clerk will respond to letters received. **RESOLVED**

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## 7. Minutes

The minutes of the last Parish meeting on 26<sup>th</sup> June 2025 were accepted as an accurate record of business conducted. Proposed by Cllr PA and seconded by Cllr CW. Signed by Cllr K Seymour. **RESOLVED**

## STANDING ITEMS

### 8. Governance

- 8.1 The PC acknowledge the recent pay awards of 3.2% in line with NALC (National Association Local Councils)

### 9. Financial and Administrative

- 9.1 Invoices listed and received were agreed for payment. **RESOLVED**
- 9.2 Bank reconciliation to bank statement was agreed and signed by Cllr K Seymour **RESOLVED**
- 9.3 It was discussed that due to recent government addition of Employers NI contributions it would be more transparent to outsource the payroll going forward. Proposed by Cllr GP and seconded by Cllr JW - A quote received to outsource monthly payroll was agreed at £13 a month. **RESOLVED**

### 10. Lengthsman

Cllr K Seymour to update the jobs list (grass cutting by the old Post Office and vegetation clearance by the Parish Council Board by the School) and send to the Co-ordinator.

## BUSINESS TO BE CONDUCTED

### 11. Consultations

#### 11.1 Local Plan 2042 Revised Regulation 18 Public Consultation

It was agreed that the Parish Council has no further response to make at this time.

### 12. Planning

<b>APPLICATION NUMBER:</b>	25/01654/FULLS
<b>PROPOSAL:</b>	Demolition of existing buildings, erection of 4 dwellings, and installation of package treatment plants
<b>SITE:</b>	Mcnamara Contractors Ltd, Mcnamara Builders Yard, Danes Road, Awbridge

It was agreed No Objection to be recorded. **RESOLVED**

13. **Speedsigns – The PC are awaiting** locations of potential new sites agreed subject to surveys and agreement from Highways/Transport, HCC. Clerk to liaise and organise payment for surveys.

- 14. NDP** – Cllr G Piper updated the meeting. The final part of the NDP is near finalisation. A final meeting has been arranged for August then this will be submitted to TVBC for comments. This will be followed by a referendum.
- 15. War Memorial** – Cllr G Piper advised the Parish Council that there is £1200 of donated money towards the upkeep of the War Memorial. The clerk confirmed that this can be accepted. This will then be ringfenced in the reserves account until needed.

**Closure of Meeting 9.00pm**

**Next meeting of the full council Thursday 11<sup>th</sup> September 2025**

**Tracy Sansome Clerk**