

Harrietsham Parish Council

Minutes of the Parish Council Meeting held on
Wednesday 30th September 2026 at 8.20pm in the Ambrose Hall

Cllr Powell welcomed all present to the meeting.

Present

Cllr E Powell (Chair), Cllr T Sams, Cllr J Sams, Cllr C Roots, Cllr S Brown, Cllr G Dean, Cllr S Luck, Cllr R Welham, Cllr S Donley, Cllr T Griffiths, RFO Mr M Cuerden, Parish Warden Mr M Sherwood and Parish Clerk Mrs A Broadhurst
County Cllr S Emberson
10 Members of Public

Public Discussion

The Clerk gave a brief update on the blood donation vehicle. Whilst a lorry attends, two rooms would need to be available in the hall for the duration of the donation session, which would not be viable in Harrietsham. Cllr J Sams suggested that the Parish Council could promote residents donating blood when sessions are advertised in the Maidstone area.

There was brief discussion about the speed of vehicles on the A20 and Cllr Powell stated that this would be discussed further during the meeting.

1 Apologies for absence

Cllr R Dayes
Borough Cllrs M Nedelcheva, C Houlihan, S Povey

2 Minutes of the last meeting

Parish Council Meeting 29th July 2026: The minutes were proposed as accurate by Cllr Roots, seconded by Cllr Dean; with 7 in favour, 3 abstentions.

3 Disclosures and confidential items

Changes to the Register of Interests

There were no changes to be noted.

Declarations of Pecuniary Interests

Cllr Roots: Agenda Item 12 - Remembrance Wreath (and Poppy Display) as his wife arranges the village display.

Agenda Item 13 - Memorial Tree Policy as he has requested one of the trees to be planted for his family.

Requests for Dispensation

No requests had been submitted.

4 Items to be taken in Closed Session

It was agreed by all present that Agenda Item 17 would be deferred.

5 Planning

5.1 The outstanding planning applications were noted.

5.2 The approved applications were noted.

5.3 Other Planning Matters

There were no further planning matters to discuss

6 Environmental

6.1 Minutes of the Meeting held 21st August 2026: The Minutes had been approved at the September Environmental meeting and were noted by all present.

6.2 Recommendation from the August Environmental Meeting:

- To approve the quote of £490 (+vat) for work required in the orchard: It was proposed by Cllr Brown to approve the quote of £490 (+vat) to carry out tree maintenance and to replace several trees, seconded by Cllr Dean; with all in favour. **ACTION: Amenity Manager**

6.3 Minutes of the Meeting held on the 7th September: The minutes were proposed as accurate by Cllr Dean, seconded by Cllr Luck; with 3 in favour (those present at the meeting).

6.4 Other Environmental Matters

- Outstanding Allotment Invoice: The RFO reported that a cheque for £363.20 had been received from HM Courts & Tribunal Service, which cleared the outstanding fee and costs. The matter is now closed.
- Woodlands Walk Tree Works: The Clerk informed all present of the trees which require work within Woodlands Walk and The Shaws. Some of the items had not appeared on the Tree Safety Inspection completed in February and the hot Summer may have contributed to the decline in some of the trees. A quote of £3,000 had been received for all the work required, however the tree surgeon does not have the required paperwork to support a TPO application. The Clerk is arranging a site visit with the Tree Inspector and suggested that a new tree inspection may be required. After brief discussion Councillors agreed that a further inspection should be undertaken. Cllr Dean then proposed that the Clerk be given delegated powers to progress with the work required at the first opportunity. This was seconded by Cllr T Sams, with all in favour. **ACTION: Clerk**
- Orchard Fence: The Clerk explained that the fence surrounding the orchard was originally installed by Barratts as the boundary to the new proposed allotments as a goodwill gesture, before they transferred the Saxon Place field to the Parish Council. However, it subsequently became clear that the project wasn't viable, due to future tenants being unable to access water; the orchard had then been planted in their place. The fence line had recently been repeatedly vandalised and, at the last count, approximately 30 posts need replacing. Quotes had been received to replace the posts and chicken wire and they ranged from £600 to £2,500 (depending on the posts to be installed). It was noted that, even with the fence, the trees can be reached as there are two gates into the fenced off area. There was then discussion on whether the fence was needed. Three proposals were put forward for consideration. Cllr Roots had proposed that the area be monitored and then replacing the fence could be revisited in 12 months, however this motion did not receive any support. Cllr T Sams proposed that the fence should not be replaced and this was seconded by Cllr Griffiths. Cllr Brown proposed that the fence should be replaced and this was seconded by Cllr Dean. Seven Councillors were in favour of Cllr T Sams proposal (3 against), therefore the decision was reached to not replace the fence. There was then further discussion regarding whether this decision could be revisited and the Clerk confirmed that, in line with Standing Orders, four Councillors could write to the Clerk asking for the matter to be revisited within 6 months if required.
- Glebe Field Play Area: The Clerk reported that the new 4 bay swing is to be installed from Friday 2nd October. Signs have been added to inform residents of the closure. The Clerk also informed all present that the latest safety inspection had been received ahead of the meeting which had flagged two medium risk items on the toddler climbing frame. Having recently visited the play area, both climbing frames look tired and the Clerk suggested it might be time to investigate the cost of replacing both items, as there is an increase in the number of repairs required in recent years. Cllr Brown commented that, even if the Council decides to replace the equipment, the flagged items should still be repaired in the meantime and the Clerk confirmed that she would add the repair items to the next agenda. Cllr J Sams then proposed that, as the items flagged were medium risk, the Clerk should use her delegated powers to progress with the repair immediately. This was seconded by Cllr Powell, with all in favour. **ACTION: Clerk**

7 **Finances**

- 12.1 Income and Expenditure spreadsheets: The finance sheets were proposed as accurate by Cllr Roots, seconded by Cllr Luck; with all in favour.
- 12.2 Other Financial Matters
There were no further financial matters to discuss.

8 **Highways**

There was no report circulated for the meeting.

- A20 Traffic Surveys: Cllr Roots gave a Speedwatch update, which included that, out of 544 vehicles, 51 had been speeding at over 35mph across the 5 sessions carried out recently; adding that something needs to be put in place if the average speed cameras can't be reinstated. Cllr Roots had also circulated a report on the recent traffic surveys, which was briefly discussed and he confirmed that he would pass a copy to the County Councillor. **ACTION: Cllr Roots**

- County Cllr Emberson stated that the camera situation is currently sitting with Kent Police. Cllr T Sams thanked the Speedwatch volunteers for their efforts.
- Highways Improvement Plan (HIP): The Clerk had circulated the latest HIP before the meeting and reported on the long-standing request for additional bus stops along the A20. The Bus Stop team have confirmed that they are not undertaking new assessments to confirm whether areas are suitable for new shelters. After discussion it was proposed by Cllr T Sams to remove the requests from the HIP, seconded by Cllr J Sams; with all in favour. **ACTION: Clerk**

9 Glebe Medical Centre Replacement First Floor Window Units

Cllr Donley reported that the first-floor Velux units had now been replaced. However, having viewed the rest of the windows on the ground floor, 12 are misted and need replacing. He has asked the contractor who replaced the Velux windows to provide a quote for the additional glass units for Council consideration.

10 Autumn Litter Pick

Cllr T Sams reported that the Autumn litter pick will be held on 7th November at 9am, meeting on West Street Green.

11 Village Christmas Event

Cllr Griffiths gave a brief update on the event and Cllrs Dean and Luck confirmed they would oversee the refreshments. Cllr T Sams proposed the usual number of selection boxes be ordered at a cost of £214.50, seconded by Cllr Brown; with all in favour. **ACTION: Clerk**

12 Purchase of Remembrance Wreath

It was proposed by Cllr Powell to purchase a Type C medium poppy wreath at a cost of £27, with a donation being added of £73, bringing the cost to £100, seconded by Cllr J Sams; with all in favour. **ACTION: Clerk**

The Clerk reported that the usual request had been received regarding this year's Tommy and Poppy display, asking that the Parish Council formally adopt it again for the duration of the Remembrance period, so that it is covered by insurance. It was proposed by Cllr Dean to adopt the display from the 30th October until the 12th November, seconded by Cllr T Sams; with 9 in favour and 1 abstention.

13 Memorial Tree Policy

It was proposed by Cllr T Sams to adopt the circulated Memorial Tree policy, seconded by Cllr Dean; 9 in favour and 1 abstention. **ACTION: Clerk**

14 Future Events

5th October - HIB AGM (Booth Hall 7.30pm)
 12th & 26th October - Community Choir
 17th October - HIB Quiz Night
 25th October - The Professor's Magical Autumn Adventure
 30th October - 12th November - Poppy Display on West Street Green
 9th & 23rd November - Community Choir
 5th December - The Friends of St John's Christmas Lantern Workshop
 7th & 14th December - Community Choir
 12th December - The Friends of St John's Christmas Singalong
 20th December - Harrietsham Community Choir Christmas Festival
 22nd December - Santa's Grotto and Christmas Event
 1st Tuesday of each month - Harrietsham Games Club (Booth Hall - 2-4pm)

15 Items for Future Consideration

- Harrietsham Village Fete - *Cllr Griffiths (to be confirmed)*

16 Date of Next Meeting - Wednesday 28th October 2026 in the Booth Hall.

17 Parish Council Land Matter

Deferred until the next meeting.

With no further matters to discuss the meeting was closed at 9.35pm.