



STAPLEHURST PARISH COUNCIL

COUNCIL MEETING

26TH JANUARY 2026

MINUTES

PUBLIC FORUM

No questions from the residents.

Kent County Councillor report – (Standing item)

Cllr Black sent apologies.

Maidstone Borough Councillor's Report (Standing Item):

Cllr Riordan sent apologies.

With regards the School Parking Community Meeting regarding Cllr Riordan is arranging the meeting for Monday 9th February 2026, 7pm at Infant Hall Staplehurst Primary School Clerk has asked Cllr Riordan about agenda and will ask if SPC should deliver letters to neighbouring roads? Promote on Facebook?

Cllr Perry raised several points.

- MBC budget / MBC portion of precept being discussed at MBC Cabinet this week and coming to MBC Council in February 2025
- Highly impressed with SEHT efforts in the recent water outage – congratulations to all and Katie Lam MP raised SEHT in PM questions.
- Concern about leaks and dangerous pavements on Highstreet; near butchers, near Coffee shop and in dip that floods the shops.
- Have asked Head of Planning questions on 5-year housing land supply.
- Clarify 5-year housing land supply principle.
- What is the current housing land supply in Maidstone?
- What are MBC doing about it?
- When will the 5-year housing land supply be achieved in Maidstone?
Will feed back at next meeting.
- Mayors Quiz, 20th Feb 2026 – do SPC want a table?

Cllr Surgery Saturday 31st January 2026, 10am – 12noon at Staplehurst Library

Cllr Farragher attending on behalf of the Parish Council plus Police and representative from Golding Homes attending – promote Facebook, posters etc.

Present: Cllrs Sharp, Martin, Alesi, Farragher, Perry, Pett, Castro, Hotson, Wakeford, Mclaughlin, Ash, Arger, Melville and the Clerk.

1. APOLOGIES: Cllrs Rhodes and Riordan

Signed Chairman.....Date.....

2. COUNCILLOR DECLARATIONS regarding items on the Agenda:

- 2.1. Declarations of Lobbying - NA
- 2.2. Changes to the Register of Interests - NA
- 2.3. Interests in Items on the Agenda - NA
- 2.4. Requests for Dispensation - NA

3. APPROVAL OF FULL COUNCIL MINUTES: (5 minutes)

Pages 2430 –2436 12th January 2026 available at [Full Council - Staplehurst Parish Council - Staplehurst Parish Council, Staplehurst, Tonbridge \(staplehurst-pc.gov.uk\)](http://Full Council - Staplehurst Parish Council - Staplehurst Parish Council, Staplehurst, Tonbridge (staplehurst-pc.gov.uk))

Cllr Martin proposed, Cllr Melville seconded to approve the minutes of the 12th January 2026, agreed majority 10 For, 0 against and 3 abstained. Duly signed by the Chairman.

4. FINANCE REPORTS & PROPOSALS**4.1 Payment list, previously authorised by Council or under delegated authority and paid for noting.**

Staplehurst Parish Council			
Payment List 2nd January - 20th January 2026			
Date	Details		Payment
02/01/2026	British Gas - electric Surrenden Field Pavilion	£	33.89
02/01/2026	Maidstone BC - Council Tax Parish Office Room 1	£	62.00
02/01/2026	Maidstone BC - Council Tax Parish Office Room 2 & 3	£	72.00
02/01/2026	Maidstone BC - Council Tax Bell Lane Toilets	£	100.00
02/01/2026	Maidstone BC - Council Tax Youth Club	£	121.00
05/01/2026	Electricity December 2025	£	63.08
05/01/2026	Erasure of hard drive and 6 mice	£	81.84
05/01/2026	Banners and signs	£	210.00
05/01/2026	Cam Tech Annual service of routers	£	1,920.00
05/01/2026	Cam tech annual maintenance to CCTV	£	876.00
05/01/2026	Groundsman payment Nov	£	280.00
05/01/2026	Groundsman payment Dec 2025	£	200.00
09/01/2026	Heliocentrix December silver support contract payment	£	138.60
09/01/2026	Heliocentrix December monthly agreement	£	147.46
09/01/2026	Peninsula HR and HS December 2025	£	288.77
09/01/2026	Peninsula insurance	£	12.66
09/01/2026	Sage payroll January 2026	£	21.60
12/01/2026	Pozitive energy	£	200.72
16/01/2026	P and F cleaning January 2026	£	1,010.00
16/01/2026	Refreshments - water shortage	£	22.40
16/01/2026	Refreshments - water shortage	£	1.40
16/01/2026	Homeless - caretaker gloves	£	3.31
16/01/2026	WKCC - cleaning December 25	£	100.00
16/01/2026	WKCC - cleaning December 25	£	100.00
16/01/2026	Scottish water	£	62.93
19/01/2026	CF Finance - laptops	£	90.74

Signed Chairman.....Date.....

19/01/2026	Service charge		£	8.50
20/01/2026	JBHJ unblocking Jan 26		£	90.00
20/01/2026	Cam tech repairs to recorder		£	567.73
20/01/2026	Petty cash gaffa tape		£	9.99
20/01/2026	Refreshments - water shortage		£	5.45
20/01/2026	Refreshments - water shortage		£	15.15
20/01/2026	Refreshments - water shortage		£	8.50
20/01/2026	TM Flooring - carpet tiles		£	156.00
20/01/2026	Refreshments		£	1.80
		Totals	£	7,083.52

Payment list noted and signed off.

As Council only 2 weeks ago no Balance Sheet or Summation.

4.2 Purchase of coloured lights bulbs

Clr Arger proposed, and Clr Farragher seconded to approve the recommendation below agreed unanimously.

Resolution: To approve the SCEnic recommendation to the purchase 160 coloured lights bulbs for the parade £136.74 plus VAT.

Budget code – Christmas lights

(Note may need additional cost to install, but come back to Council)

5 CLERKS REPORT ON OUTSTANDING MATTERS – attached.

Note all Cllrs invited to Planning Committee Monday 2nd February 2026, 7:30pm for a presentation by a developer regarding potential housing development off the Marden Rd.

2407/6.6 – Congratulations to Clr Wakeford for getting KCC to agree to do the work, still waiting for the work to happen.

2428/4.5 – Peninsula Consultancy drafting HR and H&S documents / policies – will circulate and significant reading of documents / policy will be required

Clr Ash asked Clerk to chase signage at Sainsbury's Roundabout.

6 PROPOSALS FOR DISCUSSION and DECISION -

6.1 Devolution – standing item verbal update.

No further update

6.2 3G Multi-Sport pitch Report

Following a debate;

- Very impressive in various meetings
- Concern they have not managed similar site (Parish ground with Semi-professional Football Club) noted that there is no other site in Kent like this, lacked detail in opening /closing and security as finer details not given but would be done if appointed.
- However, if appointed will work with partners on site regarding opening / closing and security.
- SCL very experienced and have the expertise the Council does not have.
- Concern that we are outsourcing the whole site, rather than just the 3G pitch – (note Council have previously voted twice to contract out the whole Jubilee Field site)

Signed Chairman.....Date.....

Cllr Arger proposed, and Cllr Sharp seconded to approve the recommendation below agreed majority; 10 for, 1 against and 2 abstained.

Resolution: To approve the 3G Multi-Sport pitch working group recommendations as follows:

- i. Appoint Swale Community Leisure as Sport and Recreation Management contractor for the Jubilee Field, subject to finalising the Sport and Recreation Management Contract.

Cllr Arger proposed, and Cllr Sharp seconded to approve the recommendation below agreed majority; 10 for, 1 against and 2 abstained.

Resolution: To approve the 3G Multi-Sport pitch working group recommendations as follows:

- ii. Delegate Authority to the Clerk in consultation with the Chairman to finalise the lease to occupy and the Sport and Recreation Management Contract and report back to Council in April 2026.

Cllr Arger proposed, and Cllr Sharp seconded to approve the recommendation below agreed majority; 10 for, 0 against and 3 abstained.

Resolution; To approve the 3G Multi-Sport pitch working group recommendations as follows:

- iii. Subject to MBC approval of discharge of planning conditions (16th February 2026) commence construction works on the site before the 31st March 2026.

6.3 Surrenden Field Pavilion consultation report

Cllr Martin proposed, and Cllr Arger seconded to approve the recommendation below agreed unanimously.

Resolution To consider the Scenic Group recommendations to

- i. Note the positive feedback report.
- ii. To continue with the project and report back to Council with quotes, funding, and timescales.

6.4 Surrenden Field playground consultation report

Cllr Arger proposed, and Cllr Alesi seconded to approve the recommendation below agreed unanimously.

Resolution: To consider the Scenic Group recommendations to

- i. To note the positive feedback report
- ii. To seek three quotes for provision and installation
 - New play equipment
 - 2x Canvas sail shelters
 - 4-6 picnic tables incl. Fixing
- iii. To report back to Council with quotes, funding, and timescales.

6.5 Staplehurst Community Events Group request to use Surrenden Field

Debated note new fee for use of Surrenden Field in 2026/27, Cllr Ash proposed, and Cllr Farragher seconded to approve the recommendation below agreed unanimously.

Resolution; to approve Staplehurst Community Events Group request to use Surrenden Field

- Morning of 7th June 2026 for annual 10k/5k run anticipate timings 8am – 12pm for a fee of £10
- All day Saturday 27th June 2026 for village fete, including pavilion for a of £20

Signed Chairman.....Date.....

Budget Code Surrenden Field

7. Update report CORRESPONDENCE & PARISH ISSUES for decision or noting:

NA

8 Chairman's Report

Thanked SEHT for all their work and all volunteers.

Thanked Cllrs for all their hard work in areas such as work on new housing to delivering agendas.

8.1 Committee and working group minutes for noting.

8.1.1 Planning Committee minutes 12th January 2025

8.1.2 Road Safety Group meeting to be confirmed.

8.1.3 Jubilee Field Working Group 8th January 2026

8.1.4 SCEnic minutes 15th January 2026

8.1.5 NDP Review Group next meeting to be arranged.

8.1.6 Communications Group next meeting 29th January 2026

8.1.7 3G Multi-Sport Working Group minutes 15th January 2026, see item 6.2.

8.1.8 Greener Staplehurst Group meeting – being arranged.

9 REPORTS FROM LOCAL COMMUNITY GROUPS (written reports for noting)

Staplehurst Emergency Help Team gave a verbal report on the water outage.

- Started on Sunday 11th January 2026 – had existing store of bottled water was used up within 45 mins.
- SEHT Contacted SEW – but NO support, NO bottled water.
- Used contacts to obtain bottled water – during next 4 days 54 pallets of water delivered and handed out to residents in Staplehurst and surrounding villages. Note people were coming from South Maidstone rather than going to Mote Park.
- Note residents from neighbouring Marden helped staff the water station – there is a move to cluster a resilience group around Staplehurst.
- Disappointing that the MBC Cllrs were given a daily update, but Staplehurst MBC Cllrs did not pass on information to Staplehurst. SEHT got updates from Marden's Borough Councillors!
- Strong support from MP Katie Lam MP, KCC and MBC plus positive news reporting
- SEHT seeking meeting with SEW

Public Forum – No resident questions

10 Confidential

10.1 HR Report

10.2 Chairman introduced an urgent HR item and Council unanimously approved advertising RFO post and spend £160 plus VAT on advertising.

10.3 Due to the reduction in residents visiting the Parish Office Council unanimously approved to amend Public parish office opening hours to Monday, Wednesday Thursday 10am – 12noon plus Tuesday 2-4pm

Closed 8.30pm

Signed Chairman.....Date.....