

Westwell Parish Council
Minutes of a Meeting of the Parish Council
Held on Wednesday 2 September 2026 at 7pm, Westwell Village Hall, Westwell

1. Open Forum

No public in attendance.

2. Present and apologies

Present: Cllrs Bainbridge (chair) Drury (vice-chair), Richards, Ward, Lister. Clerk – Sonia Young.

Apologies: Cllrs Hutchinson, Farrington, Wyatt and Bartlett.

3. Declarations of Interest

None.

4 4.1 Approval of the minutes of the meeting held on 5 August 2026

Resolved:

That the decision taken by email to approve the minutes of the meeting of Westwell Parish Council held on 5 August 2026 and be confirmed as a true record.

Proposed: Cllr Drury. **Seconded:** Cllr Richards. **All in agreement.** Cllr Lister abstained as not present at the August meeting.

Resolved:

It was resolved to approve the minutes of the 5 August 2026 meeting as a true record.

4.2 Matters Arising

4.2.1 AVC on The Wheel

Cllr Drury confirmed that the matter is ongoing.

4.2.2 Memorial bench for Carolyn Thorneloe on the Church Green

The Thorneloe family have been informed that the bench has been approved and will await suggested designed from Cllr Farrington.

4.2.3 Extension of the proposed 20mph to include 30mph immediately outside the village confines.

Action: Cllr Bainbridge will write to Fiona Wiles at the East Kent Highways team to see if this can be added as an extension to the proposed 20mph in the centre of Westwell village.

4.2.4 Highways safety improvements at Potters Corner

No update available.

4.2.5 Renewal of Village Hall defibrillator

No update available

4.2.6 Residents' queries re planning application at Tutt Hill Farm

The clerk confirmed that the residents who had raised queries relating to development at Tutt Hill Farm had been given the information supplied by ABC about this.

4.2.7 Westwell Eye advertising

There was no update on whether the Lake House is interested in advertising.

4.2.8 WPC insurance cover for volunteers

Update at next meeting

4.2.9 Annual Playground Inspection issues flagged with picnic benches and the ground parking matting

Cllr Farrington to update at next meeting.

4.2.10 WPC letter to Katie Lam MP re southeast water supply issues

Cllr Bainbridge received a reply advising that Katie Lam MP has passed the letter across to SE Water; she has requested urgent replies to the questions raised in it.

Action: Clerk to forward to all Cllrs the link to ABC's water supply survey. Cllr Bainbridge to reply to ABC on behalf of WPC.

4.2.11 Replacement Glass bowl for lamppost

Update from Cllr Ward at the next meeting.

Decision Items

5 5.1 Planning applications received for comment

5.1.1 PA/2026/1317 – Unit 1 Leda Park, Maidstone Road TN27 0EW

Single-storey extension to existing commercial building. Change of use of the agricultural land to ancillary commercial use. Changes to building roofline, elevations and additional hardstanding (part retrospective).

WPC view: This is a technical application for a permitted development change.

Resolved

It was proposed to make no comment

Proposed: Cllr Drury. **Seconded:** Cllr Ward. **All in agreement.**

Resolved.

It was resolved to make no comment.

5.2 Update on Planning Matters in progress

5.2.1 Local Plan 2043

The ABC has given three weeks from 2 September until 25 September for WPC and residents to make comments via the portal to the scoping consultation for the emerging Ashford Local Plan 2043.

It was agreed, given the time constraints, that Cllrs Drury and Bainbridge would reprise the comments submitted for the Local Plan consultation 2042 and circulate a draft of the suggested comments to Cllrs for approval.

Action: The Clerk to update the WPC website with the latest information. Cllrs Bainbridge and Drury to circulate the draft comments.

5.2.2 WPC Working Group on Planning and Development

Cllr Bainbridge confirmed that resident Penny Olsen has been co-opted to the group alongside Cllrs Bainbridge, Ward and Farrington. Another external member of the group is needed. The Clerk will liaise with CPRE to see if training can be organised for Westwell and other interested parishes.

The Clerk will contact Tessa O’Sullivan at RACE to kick off the processing of organising a new Westwell Housing Needs Survey, including estimated costs.

Resolved

It was proposed to offer the KALC training session with Alison Eardley to all interested Cllrs.

Proposed: Cllr Drury. **Seconded:** Cllr Ward. **All in agreement.**

Resolved. It was resolved that the training budget be used to allow all interested Cllrs to undertake the KALC planning training on 25 September.

Action: The Clerk to book interested Cllrs onto the KALC online training when numbers are finalised.

5.2.3 Enforcement

The Chairman had written to the ABC Planning Enforcement team asking for an update on the traveller site in Watery Lane, given that an additional (fourth) mobile home now appeared to have been moved on to the site. A reply was received which confirmed that a site visit had been carried out which evidenced the stationing of three additional mobile homes in breach of planning control but said that in the light of a possible fourth mobile home being moved on to the site a further visit was necessary. He was told that they would come back to him post that visit.

At Elvey Cottage there are conditions to be discharged before the approved work to remove the bulk of the illegal new build can commence.

6. 6.1 Financial Report

6.1.1 Approval of payments for September in accordance with the budget

WPC main account

Expenditure to approve for September 2026		Method	£
Salary payment September	Clerk	BACS	946.40

Tax and NI	HMRC	BACS	251.60
Mowing inv 5712	All Seasons Gardening Services	BACS	712.59
Total			£1,910.50

Income			
Total			£00.00

Bank Reconciliation Balance at 31 August 2026: £14, 017.41 less unpresented cheques as follows:

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Actual balance = £14, 017.41 as at 31 August 2026

WPC deposit account

Expenditure			£
Total			£00.00

Income			
10 August	Interest	BACS	17.48
Total			£17.48

Bank Reconciliation Balance £39, 899. 45 as at 31 August 2026 less un-presented cheques as follows:

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Actual balance: £39, 899.45 as at 31 August 2026

General reserve	13,823.26
Grant	2, 279
HiP	7,859.42
Deposit	15,937.77

**Interest added to the General Reserve*

WPC No 2 Account

Expenditure		Cheque No	£
Total			£00.00

Income			
Total			£00.00

Bank Reconciliation Balance £3.44 at 31 August 2026. Actual balance = £3.44 at 31 August 2026.

Resolved

6.1.1 WPC resolved to approve the accounts as noted and payments in accordance with the budget.

Proposed: Cllr Bainbridge. **Seconded:** Cllr Drury. **All in agreement.**

Resolved. WPC approved the accounts as noted and payments to be made in accordance with the budget.

Information items

7. 7.1 Correspondence

No items for discussion

8. 8.1 KALC Report

No meeting.

9. 9.1 Highways

See Items 4.2.3 and Item 4.2.4

10. 10.1 Village Hall Management Committee

A new storage cupboard has been built in the Ronald Cole Room to safely house the heavy gym/exercise equipment.

11. 11.1 Parish Priority Projects

No update.

12. 12.1 Westwell Eye

Cllrs sent their best wishes to editor Qatrinnada Rawi (known to many in the village as Nada) for a speedy recovery from illness. Cllr Wyatt will continue as acting Editor for the next few issues. Cllrs agreed it would be prudent to see if anyone else might wish to assist with the editing.

Action: Cllr Bainbridge.

13. 13.1 Community Resilience Plan

No update.

14. 14.1 Additional Items

14.1.1 Annual Westwell Fete

Cllrs thanked the organising team for all of their work. The total raised has not yet been confirmed.

The meeting closed at 20.28hrs. The next meeting will be held on Wednesday 7 October 2026.

Chairman's Signature.....