

**Minutes of the Ordinary meeting of the Parish Council held on
Thursday 23rd October 2025 at 7.30pm in Awbridge Village Hall**

Present:

Cllr Kelly Seymour (KS)
Cllr Tony Byrne (TB)
Cllr Gordon Piper (GP)
Cllr G Jackson (GJ)

Apologies:

Cllr Janet Whiteley (JW)
Cllr Nick Adams-King
Cllr Christopher Wheeler (CW)
Cllr Peter Allen (PA)

In attendance:

Tracy Sansome (Clerk) and five members of the public

PROCEDURAL ITEMS

1. Welcome

Chairman Cllr Kelly Seymour welcomed all and thanked those for attending.

2. Apologies

Were noted

3. Declarations of Interest

None were noted.

4. Cllr Adams-King unavailable for report.

5. Public Observations/questions on Agenda Items

None were noted. A member of the public asked about the potential planning application by Alfred Homes. As this is not on the agenda – it was explained that we cannot discuss this until the Parish Council receive an official planning application.

6. Clerk Report and Correspondence

Acknowledged

7. Minutes

The minutes from the planning meeting on 2nd October were agreed and signed.

RESOLVED

Cllr T Byrne pointed out that the conversation and decision to contact planning enforcement was not noted. The minutes from 11th September now reflect that the clerk has been asked to speak to enforcement about a planning application. These will be signed at the next meeting.

8. Governance

Due to 3 councillors being absent – it was agreed to defer the Assertion 10 training until the next meeting.

9. Financial and Administrative

9.1 Invoices were agreed for payment. Proposed by Cllr G Piper and seconded by Cllr T Byrne. RESOLVED

9.2 Bank reconciliation to bank statements were agreed and signed by Cllr T Byrne.

10. Lengthsman

It was agreed that no new tasks would be given this month as we have had notice that the lengthsman is behind schedule.

It was agreed that Cllr G Piper would contact Awbridge Arborist about regular mowing of grass around the memorial. RESOLVED

11. Defib training event – 20th November

A useful discussion took place with members of the public who have offered help with this.

It was agreed that Cllr K Seymour would liaise with the volunteers to organise the evening.

It was agreed that we would meet at the hall at 6.15pm on the 20th Nov to enable setting up.

12. Maintenance

The quote from AA Hughes for maintenance of village assets.

It was proposed by Cllr C Wheeler and seconded by Cllr K Seymour that we would go ahead with items 1,4,5 on the quote. Clerk to arrange. RESOLVED

13. Speed Signs

The clerk updated the council that HCC Dept of Traffic Management is putting together a quote for the installation of new posts. Clerk to chase this up.

14. Neighbourhood Development Plan (NDP)

This is ready for submission and will be put forward.

15. Wreaths

It was agreed to purchase the wreaths for Poppy Day Remembrance Service.

Closure of Meeting 8.30pm

Date of next full council meeting is Thursday 27th November 2025

**Tracy Sansome
Clerk/RFO**

