

The Minutes of the Meeting of Thurnham Parish Council  
held on 20<sup>th</sup> October 2025 at the Tudor Park Hotel, at 7:30pm.

*Councillors present:* Shelley  
Skinner  
Smith  
Waters  
Wise

*Also: Sherrie Babington (Parish Clerk), and members of the public.*

*The meeting was Chaired by Cllr Skinner.*

**1. Apologies.**

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

*Apologies were received and accepted from:*

- *Councillor Dunlop (personal)*
- *Councillor Duncan (work)*
- *Councillor Stark (sickness)*

**2. Parish Councillor Vacancy.**

To consider any applications for Co-option.

*No applications were received.*

**3. Declaration of Interests.**

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.

*No declarations of interest were made.*

To consider any Dispensation requests received by the Parish Clerk and not previously considered.

*No dispensation requests were considered.*

**4. Minutes from last Parish Council Meeting.**

To consider the minutes of the previous meeting and if in order sign as a true record.

The Minutes of the meeting held on 15<sup>th</sup> September 2025 were circulated to all members.

It was proposed by Cllr Wise, seconded by Cllr Shelley, and agreed by all present that these be accepted as a true record.

The Minutes were then signed and dated by the Chairman of the meeting.

**5. Matters arising from the Minutes.**

There were no matters arising.

**6. Public Participation.**

A resident attended the meeting to speak regarding the forthcoming St Mary's Church Fundraising Fayre. Seeking the support of the Parish Council to finance the porta loos for the event at a cost of £200.

She informed members that the fundraising Christmas Fayre would take place on 29 November 2025 at Cold Blow Farm, raising funds for essential roof repairs. The event would include stalls, Father Christmas, a raffle, and refreshments.

This was discussed and it was proposed by Cllr Shelley that the Parish Council finance the porta loos for the event at a cost of £200, this was seconded by Cllr Waters and agreed by all present.

***Action: Clerk to include payment in November Financial Statement.***

**7. Clerk's Report.**

The Clerk's report was received and noted.

- KALC Community Awards 2026 – Members noted the scheme had opened for nominations, with submissions required by 30 January 2026. The Celebration Evening would take place on 8 April 2026 at Shepherd Neame Brewery, Faversham. Members were invited to put forward names for individuals or groups who had contributed significantly to the community.

***RESOLVED: To defer decision until future meeting.***

- Parish Conference 2025 – Scheduled for 10 November 2025, Maidstone Town Hall. Members were encouraged to attend if available.

**8. Devolution and MBC Community Governance Review.**

The Clerk reported that MBC officers had indicated that their recommendation to Members would be that Thurnham West and Grove Green be excluded from Stage 2 of the Community Governance Review. A formal decision was expected at the October meeting of the Democracy and Overview Committee.

The Clerk reported that the Parish's own resident consultation had received 110 responses from Thurnham West, all in favour of remaining within Thurnham Parish, and a formal letter of representation had been submitted to MBC as part of the consultation.

Member thanked the Clerk for her work on this matter.

Further discussions took place regarding the Community Governance Review, and the results and costs associated with this. It was agreed that the Clerk would liaise with MBC to seek details of the results of the Thurnham West Consultation and the costs of this review.

***Action: Clerk to request official survey results from MBC and the costs associated with the review.***

**9. External Reports.**

a. To receive the MBC Ward Councillor's Report.

No apologies or reports were received from Cllrs Thompson, Jones or Naghi.

b. To receive the KCC Councillor's Report.

No apologies or reports were received.

c. To receive the Police Report.

No report submitted.

d. To receive Parish Councillors Reports.

No matters were reported.

**10. St Mary's Church.**

To receive a report on St Marys Church.

No matters were reported.

**12. Financial Matters.**

a. Financial Statement.

To receive and approve the financial statement and payments.

The financial statement was circulated. Proposed by Cllr Shelley, seconded by Cllr Wise, and agreed by all present.

b. 2024/2025 Audit Conclusion.

Members noted the conclusion of the 2024/2025 Audit and the publication of this on the Parish Councils website in line with the Audit Regulations.

c. Request for Financial Donation re St Marys Church Fundraising.

Members ratified their decision to give a financial donation to fund the portaloos for the St Marys Church Christmas Fayre.

d. Pension – Auto-Enrolment

The Clerk raised the issue of a pension scheme. She recommended People's Pension, with a one-off setup fee of £500 but lower long-term administration costs.

Members considered this and agreed the following:

- The PC would enroll with Peoples Pension
- Members to confirm employer contribution percentage.
- Clerk to forward details to allow members to make an informed decision regarding employer contributions.

**13. Planning Matters.**

a. Planning Applications Received

25/502765/FULL - Longton Manor Stockbury Valley Stockbury Kent

Amended Details - Change of use of land for the stationing of 9(No) static caravan pitches, to be occupied by Gypsy and Traveller families, with associated hard surfacing/parking (part retrospective. Resubmission of 25/500261/FULL)

*Objections already submitted by the PC to original application.*

b. MBC Planning Decisions.

25/502834/FULL

Thornham Friars Pilgrims Way Thurnham Kent ME14 3LN

Erection of a car barn. Installation of cast iron railings to the perimeter wall; new perimeter wall with electrically operated sliding gates; conversion of a stable block into ancillary annexe accommodation; conversion of garden shed into a workshop, outdoor bar and log store; erection of a pavilion; retrospective permission for a greenhouse, Dormer window repair to north elevation of main house (revised scheme 22/501954/FULL).

Application Permitted

25/502835/LBC

Thornham Friars Pilgrims Way Thurnham Kent ME14 3LN

Listed Building Consent for internal and external alterations comprising of installation of cast iron railings to the perimeter wall; new perimeter wall with electrically operated sliding gates; dormer window repair to north elevation of main house. (Amended scheme to listed building consent 22/501955/LBC).

Application Permitted

c. Other Planning Matters.

Cobham Manor Equestrian Centre – Offer of site meeting.

***RESOLVED: Decline at this stage, as no application has been yet submitted.***

***Action: Clerk to respond to email.***

14. Highway & PROW Matters.

a. To consider general highway and PROW matters.

To receive an update on the Highways and PROW matters.

Newnham Court Roundabout Junction Road closure: Members expressed concerns about the proposed 16-week closure. It was felt the length of closure may be due to use of the road as a storage compound.

RESOLVED: To seek clarity from KCC.

***Action: Clerk to request a detailed programme, traffic management plan, and mitigation measures.***

National Grid works: Cllr Wise reported damage to woodland and fencing noted near Mid Kent Waters pumping station due to work undertaken by National Grid. He raised concern that the hedges had been damaged and an opening to the land had been left leaving this vulnerable to trespass.

***Action: Clerk to contact National Grid and Mid Kent Water to request reinstatement.***

b. HIP (Highways Improvement Plan).

To receive an update on the Highways Improvement Plan.

Cllr Smith informed members that an update from KCC had been requested regarding the signage for Pilgrims Way, Thurnham Lane and Water Lane.

15. Future Agenda Items.

To consider any future items.

Heritage Award: Members agreed to refurbish the plaque, repair drilled holes, and commission a new presentation box.

***The following was agreed.***

- *The brass plaque wording should be emailed to councillors for their review and update.*
- *The Clerk to arrange for the presentation box and repairs to the wood on the award to be repaired.*

**16. Date of next Meeting.**

It was agreed to move the next meeting forward to Monday 10th November 2025 and the December meeting will be held on Monday 8<sup>th</sup> December 2025.

The 2026 meeting schedule was approved by members.

There being no further business, the meeting was closed to the press and public at 8.24pm.

Signed: .....

Date: .....