

Minutes of the Parish Council meeting of Collier Street Parish Council

St Margaret's School, Collier Street. Monday, 7th September 2026 at 7.00pm

PRESENT:

Cllr Jack Highwood (chair)
Cllr Deborah Papas (vice-chair)
Cllr Andrew Papas
Cllr Charlie Cooper
Cllr Kelly Rigden
Cllr Steve Barham
Cllr Joanna Kiely

Borough Cllr Mike Summersgill

Also, in attendance was the Clerk Michelle Rumble

26.09.01 APOLOGIES –

To receive and accept apologies for absence Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting, 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.

Cllr Claudine Russell, Cllr Grace Couch, Cllr Brian Black

26.09.02 COUNCILLOR DECLARATIONS –

To receive any declarations of pecuniary interest Members who have an interest to declare on any items on the agenda must declare the existence and its nature at the start of the meeting and act in accordance with the Localism Act 2011 s27 and the Council's Code of Conduct.

Both Cllr D & A Papas and Cllr Rigden declared a personal interest in Planning application 26/502632/FULL as they are both neighbouring properties.

26.09.03 Public Forum – time limit 15 minutes (three minutes per person)

This is a concessionary short session and will be limited to 15 minutes. Three minutes per person will be allowed and only if time permits will further comments be heard. This is a for information session only and no action can be taken upon those items raised.

There were no members present.

26.06.04 County Councillor and Borough Councillor Reports

Cllr Russell was not in attendance, but a report had been received prior to the meeting.

MBC Members Report from Cllr Claudine Russell

Dated: September 2026

The Gypsy and Traveller DPD has been halted, and we now remain without a 5-year land supply for the remainder of this council and into the unitary council. The new call for sites for housing was started, and sites can now be viewed by looking at.

maidstone.oc2.uk

My concern is that the call for sites has just been opened, not directed by policy and with the timescale for unitary will not be completed within this council. Everyone who sees large sites near to them will be worried and the plan will not be formulated quickly. A unitary council that is united with Sevenoaks (90% green belt), Tonbridge and Malling (Southeast water say they can't supply) and Tunbridge Wells (High Weald National Landscape designation) may well pick up the half finished work with far more sites than are needed and seek to use as many of them as possible to overcome the targets that are imposed upon the unitary as a combination.

There continues to be work done on local government reorganisation work streams and warding arrangements by the officers.

My group raised a motion to tackle litter in rural areas, and this has been taken on board cross-party and is being discussed at the committee meeting tonight.

Planning issues again are a major feature of my work, and I now sit on the Planning Committee as my group increased our numbers on this committee due to a member leaving the Liberal Democrats and joining the Green Group on the council.

Overview and Scrutiny

I called in the cabinet decision to close Maidstone Market without finalising their plans for the Lock meadow and Coronation Square area. O&S agreed with the call in and made recommendations to cabinet to reverse the decision on the closure while they more fully undertook the work as to what they wanted to see in the Market Hall, cost their proposals more thoroughly and then decide the impact on the market. The recommendations are currently awaiting the next meeting of cabinet.

Ward Work

There were a number of issues relating to the prolonged closure of the A229 and I have worked with my county Cllr colleague to alleviate some of the traffic issues and have arranged for the litter picking team to go along various lanes that were being used as a cut through to clear up the disgusting amount of litter that was thrown from cars during this time. The verges and most of the verge plants were squashed and some of the lanes degraded badly during this heavy traffic period so I have reported this for restoration.

I have raised the matter of rural postal delays again to Royal Mail and to Katie Lam MP who will also escalate the issue. Many rural residents are not receiving post for several weeks and they are missing important letters and appointments.

As always, if you need my help, please do not hesitate to email me at claudinerussell@maidstone.gov.uk

Cllr Summersgill was in attendance, and his report was received prior to the meeting.

Cllr Summersgill asked the Clerk to forward an email regarding the dog signage on the Recreation ground. It was to update the signage and change the location.

Green Party Councillors' Report of JULY/AUG 2026, for Marden & Yalding Ward Parishes –

Council meetings continued in July with Full Council on 1st July, then Cabinet on 22nd; there were no formal meetings in August, and the next Cabinet is on 16th September, with full Council on 30th. The Council confirmed withdrawal of the Gypsy & Traveller DPD (see last month's report for details) and confirmed some earlier Cabinet decisions. The meeting on 22nd July had a full Agenda, which covered a Public Space Order for catapults (not enacted), the final report on the VAWG (Violence against Women & Girls) consultation, with

confirmation of a budget spend to continue the work and several financial items on forward strategy/budgets and also the usage of last year's small surplus.

There were also items on remedial works to the Cremators, an Article4 proposal for certain large units in the town centre, distribution of CIL (Community Infrastructure Fund) levies to eight schemes (including the Puffin crossing in Nettlestead) and an item on the re-development of Lock meadow's open spaces and market hall. This last resolution was 'called in' to Overview & Scrutiny Committee, mainly because of concern about loss of the regular markets while a new Operator was being found; that Committee met in August and returned the proposal to Cabinet for re-examination next month.

Democracy & General Purposes Committee (on 29th June) had discussed details of the 'shadow' operation of the proposed Town Council, which will come into being on 1st April 2027 (with formal elections in May 2027), and Council agreed its constituent Members on 1st July and its initial budget. No decision has been made about Parish Council elections happening next May instead of in 2028, at the same time as Unitary & Town Council elections; Cabinet/Councillors have no say in that decision.

We heard from Central Government in mid-July about the future make-up of Kent for Local Government Reorganisation in April 2028, which confirmed Maidstone as being part of a West Kent grouping with Sevenoaks, Tunbridge Wells and Tonbridge & Malling Councils. There is a lot of 'internal' Officer discussion going on at the moment of the processes and Committee make-ups to manage the period up to elections for the 'shadow Council' (May 2027), and it will be interesting to see how the 16-strong Councillor overview group (2 from each of the 4 Boroughs, plus 8 from KCC) will be operated. A lot of these political 'decisions will emerge in early September, and Central Government is expressing a need for urgency and Action (with some, but not enough, funding!)

Event Updates for Newsletters/Sharing with Residents:

There is now a weekly Farmers' Market on Jubilee Square, by the Town Hall, every Saturday, and the final Bandstand event in Brenchley Park on Sunday 6th September. Coming up this month are a series of Heritage Open Days in town and around from 11-20th, including a 150th anniversary Flower Festival at the main church, events at the Museum and a Carriage Museum tour on Saturday 26th (Mike went on the first one earlier this year, and the national expert gave an illuminating walk round tour). Maidstone's Literary Festival is on again this year, from 1st to 11th October in several venues.

www.visitmaidstone.com/whats-on/events-calendar for full details of September & October events.

Consultations: Hopefully, Residents completed the Survey which closed on 30th August. There are no open Consultations at the moment for MBC, but there is one on the KCC system about their Minerals Plan (which includes the contentious site for removal of ancient woodland at Oaken Wood)

- <https://letstalk.kent.gov.uk/draft-of-the-kent-mineral-sites-plan-2026> - Kent Draft Mineral Sites Plan (including Oaken Wood) - closes 5th October.

Parish Matters –

Collier Street – An enquiry about the PSPO sign for the Play Area; current one expires in October.

Hunton – We continue to await details of the proposed polytunnels along Lughorse Lane, by Clockhouse Farm. Queries received about traffic along Lug horse Lane (being related to a PlanAp in Yalding) and missed

Garden bin collections (due to a closure on East Street, but also an earlier error). A strong response from residents to the idea of closing the Hall as a Polling Station next year.

Marden – A fair bit of correspondence about closure of access alongside a site along Battle Lane, being addressed by the KCC councillor now. Lots of requests for advice about responding to the PlanAp put in for the ‘Copper Lane’ site’s full design details (Parish Council has sent in a Rejection at end of month); KCC Highways and Flood/Water Management have put holding objections in, so far. Nothing heard in August about the Plain Road ‘hostile’ PlanAp for 115 houses, which is still being considered by MBC. Parish office has finally received the legal paperwork to progress solar panels on the public toilet roof! Grace is supporting a resident with SEND student and issues with school.

Nettlestead – The funding for the Crossing was approved by Council, so next steps are with KCC.

Yalding – Mike has been contacted by residents of Laddingford about potential new caravans down Claygate Road & Darman Lane areas, but YPC confirm that Planning Enforcement have been involved with at least one Site. A new PlanAp for advertisement boards for ‘The George’ former PH has also elicited some comment, as there is Enforcement action occurring in parallel. Grace called in a PlanAp for 26/500120/FULL Land West of Maidstone Road in Paddock Wood, which YPC had also done.

Borough Councillors Grace Couch & Mike Summersgill – 30th August 2026

Emails: michaelsummersgill@maidstone.gov.uk, gracecouch@maidstone.gov.uk

There was not report from County Cllr Black

26.09.05 MINUTES OF FULL COUNCIL MEETING held on 6TH JULY 2026 -

To consider the Minutes and, if in order, to authorise the Chairman to sign as an accurate record

The Chairman signed the minutes as a true and accurate record.

26.09.06 Planning. (Chair: Cllr Highwood)

APPLICATION REF: 26/503231/SUB

ADDRESS: Land North of Longend Lane, Collier Street, Marden.
Proposal: Submission of details pursuant to conditions 4 (existing landscaping scheme) and 7 (Precautionary Great Crested Newts (GCN) Mitigation Survey) Subject to 20/504914/FULL
Cllr Highwood stated that this is a previous application which had lapsed – but construction had started and the habitat of the great, crested newts had been destroyed. A full application needs to be submitted again, but the Parish Council unanimously agreed NEUTRAL to this application.

APPLICATION REF:
26/503234/FULL

ADDRESS: Land west of Benover Road, Yalding ME18 6AZ
PROPOSAL: Change of use of the land for the stationing of three static homes and three touring

	caravans for use as a single Gypsy/Traveller site. Formation of hardstanding and associated soft landscaping (Retrospective) Comments due by 16 September 2026 Collier Street Parish Council met on the 7 September and unanimously agreed to see this application REFUSED, and all the comments from the previous application should stand and further comments will be added.
APPLICATION REF: 26/502632/FULL	ADDRESS: 2 Worsley Cottages, Collier Street, Tonbridge TN12 9RN PROPOSAL: Erection of first floor rear extension, and addition of one no first floor window on rear elevation. Comments due by 15 September 2026 Collier Street Parish Council met on 7 September and unanimously agreed to a NEUTRAL comment
APPLICATION REF: 26/502593/PNQCLA	ADDRESS: Cold Store at Old Moat Farm Collier Street Tonbridge Kent TN12 9RR PROPOSAL: Prior notification for the change of use of a building and any land within its curtilage from agricultural to dwellinghouse and associated operation development. For its prior approval to: - Transport and Highways impacts of the development. - Noise impacts of the development. - Contamination risks on the site. - Flooding risks on the site. - Whether the location or siting of the building makes it otherwise impractical or undesirable for the use of the building to change from agricultural use to C3 (dwellinghouses). - Design and external appearance impact on the building. - Provision of adequate natural light in all habitable rooms of the dwellinghouses. This has now been approved under Permitted Development.
	ADDRESS: Brook Oast, Green Lane, Marden TN12 9RA PROPOSAL: Lawful Development Certificate for the proposed siting of a mobile home within garden to provide ancillary accommodation. Collier Street Parish Council met on 7 September and unanimously agreed to OBJECT to this application. The Parish Council stated that this should not be a Lawful Development and asked that a Full Planning Application be submitted. It was also unanimously agreed that the Parish Council would like to OBJECT to this application for the following reasons: The property is in Flood Zone 3 – the area of greatest concern. The Caravan will be in Flood Zone 3 and that they object to anyone living in the caravan for this reason especially if they are vulnerable.

	This was proposed by JH, seconded by KR. RESOLVED by all members present.
APPLICATION REF: 26/503084/FULL	ADDRESS: 25 The Bentletts, Collier Street, Yalding. ME18 6FH PROPOSAL: Part conversion of existing garage into habitable space. COMMENTS DUE BY 3 September 2026 Collier Street Parish Council met on 7 September and unanimously agreed to a NEUTRAL comment
	Notification of Appeal Lodged with Planning Inspectorate. Location: Reed Court Farm, Hunton Road, Marden. PROPOSAL: Proposal: Erection of a new free range egg farm consisting of 2 no. hen houses with extensive outdoor ranges and fencing, formal vehicle access from Hunton Road and associated parking, landscaping, woodland and tree planting, drainage, and other associated works. An appeal has been lodged by Fridays Ltd in relation to the above for the following reason: The Council has refused permission for this application. The Planning Inspectorate/Secretary of State has decided that the appeal will be determined based on a Public Inquiry. Please note you must do this by 17 September 2026
	Site Address: Land At Lawton Place, Benover Road, Yalding, Kent, ME18 6AU Description of development: Proposed change of use from Agricultural Land to a Storage facility for Touring Caravans (B8) with a new access Application reference: 25/500211/FULL Appellant's name: Mr Martin Botha Appeal reference: APP/U2235/W/25/3373330 I refer to the above details. An appeal has been made to the Secretary of State against the decision of Maidstone Borough Council to refuse to grant planning permission. Following a High Court challenge to the Inspector's decision on this appeal dated 11.03.2026 the Court has ordered that the appeal be re-determined. This does not necessarily mean that the Inspector. will reach a different overall decision. The appeal will be re-determined based on written representations. We have previously forwarded all the representations made to us on the application to the Planning Inspectorate and the appellant. These, along with all relevant representations submitted when the appeal was first considered will be considered by the Inspector when redetermining the appeal. If you wish to make comments, or modify/withdraw your previous representation,

	you can do so online at https://appeal-planning-decision.service.gov.uk/comment-planning-appeal/enterappeal reference. If you do not have access to the internet, you can send your comments to: The Planning Inspectorate c/o QUADIENT 69 Buckingham Avenue Slough SL1 4PN								
26.09.06 Planning Decisions made by Maidstone Borough Council									
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26.09.07									
FINANCE ITEMS: To approve the following: -									
26.09.07.01 RBS Bank Reconciliation for May, June, July, and August Community Account for May, June, July, and August Money Manager for May, June, July, and August Proposed by DP, seconded by KR and RESOLVED by all members to receive the Bank. Reconciliations.									
26.09.07.02 HSBC Bank Statement for May, June, July, and August Community Account for May, June, July, and August									

26.09.07.03	Money Manager for May, June, July, and August Proposed by DP, seconded by KR and RESOLVED by all members to receive the Bank. Reconciliations.
	RBS Financial Reports. Budget Report YTD. Earmarked Reserves.
	Trial Balance Proposed by DP, seconded by KR and RESOLVED by all members to receive the Bank. Reconciliations.
26.09.07.04	To note any income since the last meeting. Bank Interest £173.81 Noticeboard Grant £550.00 PSS – First Instalment £1080.00 KCC Member Grant - £600.00
26.09.07.05	RESOLUTION to approve Payments for August and September 2026 to be authorised at this meeting and paid by ONLINE BANKING following approval at this meeting. Proposed by DP, seconded by CC and RESOLVED by all members present to make the payments. <i>ACTION CLERK</i> The Clerk was asked to cancel the Hugo Fox DD for September as this has now been. Cancelled. <i>ACTION CLERK</i> Cllr D Papas also mentioned the cost of printing and would like the Clerk to purchase a new printer which comes with its own ink and prints in Black and White reducing the cost to the Parish Council. <i>ACTION CLERK</i>
26.09.07.06	SLCC Salary Scales 2026/2027 • Resolution 1 (Salary Scale Update): To approve the implementation of the national NJC salary award, updating the Clerk's remuneration to the revised hourly value for SCP 28, effective from 1st April. • Resolution 2 (Back-Pay): To authorise the calculation and payment of a one-off back-pay lump sum based on the contract hours worked from 1st April to the implementation date. The Clerk had forwarded to all members prior to the meeting the approved salary scales from SLCC for 2026/27 which equates for SCP 28 an increase of 3.3% (the Parish Council had budgeted 3.5%). Cllr D Papas had circulated the figures before the meeting and checked they were correct to cover back pay from April to September 2026 inclusive. It was RESOLVED by all members to approve the increase and the back payment of £174.20 and will be added to the October payroll.
26.09.07.07	Shredder • To purchase an office shredder for the Clerk The Clerk had asked for a shredder to dispose of papers confidentially and under GDPR Rules. Cllr Papas had suggested a particular shredder which will be sufficient for the Clerk's needs at a cost of £54.99 including VAT. All members agreed, and the Clerk will order this. <i>ACTION CLERK</i>
26.09.08	IT SUPPORT • To sign the DD Mandate for Waveney IT The Clerk asked at the meeting if the new DD could be signed by the signatories for the new IT Support. This was RESOLVED by all members and then signed. The Clerk was also asked if they could pay for the business 365 Annually as this is cheaper. <i>ACTION CLERK</i>
26.09.09	CIL MONIES (Cllr D Papas) To consider any spend on CIL Monies

July / August 2026

Spent / Receipts

No spend.

KCC grant credited for play equipment £600.

Balance £10,011.51

Spend due (NB quotes were late 2025) – Needs further discussion.

Bollard Lighting £1,736.33

Concrete and subsidiary materials £300

Digger £110

Labour approx. £2,250

Balance £5,615.18

26.06.10 Highways and Footpaths (Cllr D Papas)

- HIP

The sign for the Ducks Crossing was refused to be funded by KCC, but they will provide the Parish Council with a cost. This is still waiting to be received.

- **Outstanding / Other Items**

- Drain over issue on B2162 at Mockbeggar has been marked up awaiting repair.
- Parking outside the church – survey

- <https://www.surveymonkey.com/r/ZZRJWP5>



Notice has been placed on Notice Board, website and will be in the Parish magazine, hence giving an extended deadline.

Responses required by Friday 13 November 2026

26.06.11 Recreation Ground and Car park

- **In post Lockers**

The Clerk contacted InPost and due to the Health and Safety reasons it will not be going ahead, the Clerk was asked to contact them again regarding moving the concrete which was laid by them. The Clerk was also asked to read and send a copy of the contract to the members.

ACTION CLERK

- **CCTV**

It was proposed to move the ANPR camera towards the Church.

- **Bollard Lighting**

Cllr D Papas stated she had been in contact with Ben Ward to see if there is an update on the colleague he suggested would be in touch to quote for the electrical work. He suggested as this was not viable any more, that he would present a quote from Gilbert and Stamper for consideration to take this project forward. As we thought it may be beyond £500, Cllr Highwood and Cllr Kiely also said they would get quotes from electricians they have had dealings with and pass the Clerk's details.

ACTION Cllrs D Papas, Highwood & Kiely

- **Noticeboard**

Cllr Highwood suggested getting two smaller noticeboards side by side which could be used one by the Parish Council and one for public notices. The existing noticeboard could be used and then the Parish Council could purchase a smaller one. This was not decided on but as another solution, it was suggested that we use

the grant funds to extending the bollard lighting project to have overhead light on the noticeboard and look to replace the Perspex and metal grid with a better solution for anti-vandalism and so could be viewed better.	
26.06.12	PLAY EQUIPMENT – Cllr J Highwood Cllr Rigden and Cllr Highwood had been carrying out the Inspections weekly/quarterly. And this continues. Any items needing attention is noted by Cllr Rigden on the inspection record sheets and advised to Cllr Highwood immediately if not present, to action any repairs needed. All the Inspection reports have been handed over to the Parish Clerk and will continue at each meeting for our record keeping. It was noted that the Annual Inspection is to be carried out by Play safe for the next two years as part of the Installation quote. CONTINUOUS ACTION JH/KR
26.06.13	VILLAGE HALL HSBC Community Account update This has now been opened, and the existing balance from NatWest has been transferred and the account left at £0, for NatWest to close in the future. There has also been £500.00 transferred from the CSPC Village Hall RESERVES to the new account to cover standing orders and Direct Debits for Water and Insurance. The Clerk was asked to open a Savings account with HSBC for the Village Hall. Cllr D Papas also asked for the transferred balance to be moved to the new VH Account. Email from Bloomfields – to discuss options going forward. Cllr Highwood would like a meeting with Bloomfields before paying anything further and discuss the pre-application advice. Clerk will forward JH the details for Bloomfields and the contact there. Clerks' hours for Village Hall work (to approve extra hours worked) and going forward, The Clerk had been working on the Village Hall since May, this is above the hours she works for the Parish Council, most of the work carried out was for the opening of the HSBC Community Account which has now been completed. There will just be now the odd email. The Clerk will forward the hours worked to date for payment. Any payment to the Clerk will be made from the CSPC VH Reserves and this is the same going forward. To sign the Mandate for the Insurance This was signed by DP and SB To discuss the Village Hall rates (letter from MBC) The Clerk had completed an online form to ask that these are not paid as the Village Hall is a charity and the building is empty. ACTION CLERK / Cllr Highwood
26.06.14	CORRESPONDENCE Parish Newsletter August 2026
26.06.15	Flooding (Cllr Jack Highwood) There was nothing to report on this.
26.06.16	DATE OF NEXT MEETING The next meeting will be on the 5th October at 7pm.

There being no further business the meeting closed at 8.45pm

Prepared by | Michelle Rumble - Clerk | Collier Street Parish Council

DRAFT