A G E N D A

MEETING OF DARENTH PARISH COUNCIL
Wednesday 21 October 2026, 7:00pm

Jubilee Hall, Waller Park Pavilion, Wood Lane, Darenth DA2 7LR

The Chairman will remind the Meeting of the protocol regarding the audio and visual recording of any part of the proceedings. Anyone wishing to film events is asked to declare an intention prior to commencement of the meeting. This measure ensures transparency and the orderly conduct of procedures.

58/10/26: TO RECEIVE APOLOGIES FOR ABSENCE

59/10/26: TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY OR PREJUDICIAL INTEREST

60/10/26: TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON WEDNESDAY 16 SEPTEMBER 2026

RECOMMENDATION: That the Minutes of the Council Meeting held on Wednesday, 16 September 2026, be confirmed as an accurate and true record of proceedings and duly signed by the Chairman.

61/10/26: ITEMS FOR CONSIDERATION

The Chairman will confirm any items for consideration and indicate their position on the agenda.

62/10/26: TO RECEIVE REPORTS FROM EXTERNAL AUTHORITIES AND WORKING GROUPS

(a) **Dartford Borough Council Report**

(b) **Kent County Council Community Warden Report's for October 2026**

(c) **Greenlands School Parking - Working Group Report**

RECOMMENDATION: To note reports as presented.

63/10/26: FINANCE

(a) **To consider Grant Applications**

Members are asked to consider any Grant Applications received in line with the Council's Grants & Donations Policy.

RECOMMENDATION: To review and resolve Grant Applications submitted in accordance with the Council's Grants & Donations Policy.

(b) **To note certified and audited Annual Governance and Accountability Return Notice of Conclusion of Audit 2025-26 from External Auditor Forvis Mazars LLP**

Members are required to note the certified and audited Annual Governance and Accountability Return (AGAR) Notice for 2025-25 together with Notice of Completion.

Members are also asked to consider and note details for minor improvement in 2026-27 from external auditor on 24 September 2026:

Except for the matters reported below on the basis of our review of Sections 1 and 2 of the AGAR, in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no
other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

As part of its AGAR submission the Council is required to provide explanations of any assertions being ticked 'No' in the Annual Governance Statement. This is required to ensure compliance with proper practices within the Practitioners Guide 2025 (1.6). The Council have ticked assertion 10 as 'No' but did not provide an explanation for this in the original submission to external audit and did not publish the explanations on a 'free to access' website. In future the Council should ensure it complies with proper practices by providing explanations of all no responses within the Annual Governance Statement.

Other matters not affecting our opinion which we draw to the attention of the authority:

Box 11 of Section 2 of the AGAR has been incorrectly completed. The Council has recorded "No" where "Yes" would have been more appropriate, as it does not act as a sole-managing trustee and should therefore confirm the exclusion of trust fund transactions. Although the intended position can be inferred from other disclosures within the AGAR, it is acknowledged that the updated wording of the 2025/26 form may have contributed to this misinterpretation. The Council is reminded of the importance of accurate completion of all assertions to ensure clarity and compliance with proper practices.

We were required to return the AGAR to enable the Council to correct the following: The precept at Box 2 and council tax support grant (CTSG) included correctly as another receipt at Box 3 did not initially agree with third party evidence because an incorrect value for CTSG had been transferred from Box 2 to Box 3.

In undertaking the review of the 2025/26 AGAR it came to our attention that the Council had not put in place arrangements for the effective information technology and data management in accordance with proper practices during the year under review. The Council has correctly answered "No" to the relevant assertion in the 2025/26 Annual Governance Statement. In future, the Council should ensure it complies with proper practices in this area and should tick 'No' to assertion 10 if this is not achieved in 2026/27.

Members are also asked to note that the Notice of Completion for the 2025-26 AGAR was published to the parish website on 29 September 2026.

(c) **To note receipt of 2nd half precept amount in the sum of £46,070.00 received on 30 September 2026**

(d) **To note monthly Finance Statements for September 2026**

(e) **To note the Council's renewal with Hiscox Insurance Company Ltd under the conditions of the Long-Term Agreement until 8th November 2028. Policy renewal is effective from 9 November 2026, at a total premium of £4,258.98. The premium total sum is inclusive of £3,735.70 premium; £448.28 insurance premium tax and £75.00 administration fee.**

RECOMMENDATION: To agree and note financial statements, returns, policies and receipts as presented for signature by the Chairman and Vice Chairman.

64/10/26: TO CONSIDER APPEAL BY DARENTH PARISH COUNCIL IN RESPECT OF THE REJECTION OF COMMUNITY INFRASTRUCTURE LEVY APPLICATION BY DARTFORD BOROUGH COUNCIL

Following the previous refusal for Community Infrastructure Levy funding, Members are asked to consider submitting a formal appeal to Dartford Borough Council's decision. The application for funds between £7,380 and £10,209 for the repair of bridleways adjacent to Greenlands Primary School was declined on the basis that the project was not deemed to benefit the wider community.

However, Members maintain that, given that the school is attended by both the local and surrounding communities, along with frequent use by local businesses, residents holding wayleave rights, and commercial service providers, such as refuse collection vehicles, this section of bridleway serves a significant community-wide purpose.

RECOMMENDATION: That Members approve pursuing an appeal, highlighting that, on review, the bridleway repairs outside Greenlands Primary School are indeed considered to provide a substantial and notable benefit to the extended community and that the Clerk is authorised to act upon the decision agreed.

65/10/26: POLICY CONSIDERATION AND ADOPTION

Members are asked to consider adoption of an Environment and Climate Change Policy.

The Parish Council can play a vital role in guiding the community towards positive environmental action. By raising awareness about the impacts of climate change and implementing practical measures, councillors can help play a part to significantly reduce the Parish's carbon footprint.

Commitment to engaging residents, sharing information, and supporting sustainable initiatives is essential to working collectively towards setting Parish Council climate objectives, resulting in a more environmentally responsible future.

RECOMMENDATION: That Members consider and adopt the Environment and Climate Change Policy as presented.

66/10/26: TO NOTE FIRE ALARM AND EMERGENCY LIGHT TESTING AT PARISH COUNCIL FACILITIES

The annual fire alarm and emergency lighting inspection, both internal and external, was carried out on 23 September 2026 by DMC Electrical & Property Services. Members are asked to note the findings outlined below:

Following our recent inspection at Darenth Village Hall, we can confirm that the fire alarm is operating correctly.

However, a significant number of exterior lights are not functional. This poses a challenge, particularly when securing the premises in low light conditions. Specifically, at least ten rectangular bulkhead lights around the building (notably by the side entrance and the office door) are inoperative. Additionally, four larger square and round bulkhead fittings are not working at the front entrance and the roadside area.

All affected fittings are outdated and would benefit from replacement with modern, energy-efficient LED units. The estimated cost for supplying and installing new exterior lighting is £85.00 per unit, plus VAT.

At Waller Park, some of the older emergency lights have become noticeably dim, indicating the need for future replacement, though they remain functional at present. The cost to replace these would also be £85.00 per unit, plus VAT.

It was also noted that there is currently no carbon monoxide detection unit in the hall kitchen, despite the presence of a gas boiler. The cost to supply and install a new carbon monoxide head unit, linked to the fire alarm system, would be £325.00, plus VAT.

RECOMMENDATION: That Members note annual facility testing reports and findings in line with Council best practices and authorise the Clerk to act accordingly.

67/10/26: TO NOTE DARENTH STREETLIGHTS SERVICE REPORT FOR 2026

Having previously received the report, Members are asked to note the details from contractor, Streetlights, and consider funding for proposed works as part of the annual budget-setting process in November 2026.

RECOMMENDATION: That Members note the Darenth Streetlights Service report for 2026 and consider financial implications for repair proposals.

68/10/26: PLANNING

(a) **To consider new applications**

Planning Reference	Location	Proposals
26/00795/FUL	31 Court Road Darenth Kent DA2 7JJ	Demolition of existing detached garage. Subdivision of the plot, and erection of a two storey (2 bedroom) dwelling with front driveway and rear garden
26/01094/PIP	Ryecroft Farm Green Street Green Road Darenth Kent DA2 8DX	Application for Permission in Principle for residential development of land for erection of a minimum of 1 dwelling and maximum of 1 dwelling
26/01129/FUL	7 Latham Close Darenth Kent DA2 6NS	Replacement of the existing conservatory roof with a new tiled pitched roof incorporating two rooflights, with associated alterations to the existing rear extension.

(b) **To note recent decisions made by the Planning Authority**

Planning Reference	Location	Proposals	Decision
DA/25/01373/FUL	Hawkspare Ltd Hawkins Yard Green St Green Rd Darenth	Mixed-use of the land as a crane, vehicle and construction equipment, hire and sales yard with storage of cranes, plant, materials, machinery, containers, and other construction equipment and vehicles with use of existing buildings for shot blasting (shot blasting shed), workshop and office (building 1) (Use Classes B8, B2, E(gi & giii). In addition, the provision of associated construction and alteration of hardstandings, fencing, drainage infrastructure, new substation infrastructure, with amendments to access and provision of new landscaping (retrospective) (smaller site) with fencing and acoustic fencing.	**PERMISSION GRANTED**

(c) **To consider new applications/recent decisions received after agenda publication**

69/10/26: TO RECEIVE UPDATE IN RESPECT OF CHRISTMAS ACTIVITIES 2026

70/10/26: TO RECEIVE PARISH UPDATES

A verbal summary will be provided to members regarding recent Parish issues that do not require Full Council approval. The topics are shared for informational purposes; members requiring more details on specific items are asked to contact the Clerk.

RECOMMENDATION: That Members note information on Parish updates presented by the Clerk.

71/10/26: DATE OF NEXT MEETING

The proposed date for the next Meeting is Wednesday 18 November 2026.

72/10/26: EXCLUSION OF PRESS & PUBLIC

To consider the exclusion of the press and public for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the Public Bodies (Admission to Meetings) Act 1960, Section 1(2).

73/10/26: REVIEW OF INCREASED TEMPORARY STAFFING HOURS