

Minutes of the Parish Council meeting of Collier Street Parish Council

St Margaret's School, Collier Street. Monday, 1st June 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

Borough Cllr Claudine Russell
Borough Cllr Mike Summersgill
County Cllr Brian Black

Also, in attendance was the Clerk Michelle Rumble

26.06.01 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 Kiely
Borough Cllr Couch

26.06.02 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.

None declared

26.06.03 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 MBC Members Report from Cllr Claudine Russell

Dated: June 2026

Council

There were various water issues across the network during the hot spell. MBC Emergency teams worked with KCC emergency and resilience teams to try to keep communications timely however it does not seem to have been any different from the last time that there were water outages despite various attempts to write letters/have meetings etc.

MBC have yet to finalise how many houses will be needed in the next plan period but work on the new Local Plan has begun. It is thought that a further 8-10,000 houses will need to be placed across the borough and work on that is beginning along with a proposal to open a call for sites. I asked that the call for sites be more directed by policy and not so reactive and that the water company was brought into discussions at the earliest opportunity given the inability to supply.

I fear that the long-awaited Gypsy and Traveller DPD will end up being nothing more than a damp squib. As councillors in the opposition we have been kept out of knowing the sites and have not had any opportunity to comment on site selection before the sites are made public in this week's Planning and Healthier Stronger Communities PAC. I have heard that even with all the new allocations it is not enough and so we will remain in the same status as we are in now, but I await the detail in committee.

Ward Work

I have been working with all interested parties to try to get a temporary outreach post office provided to Yalding in the time that the post office will be closed without the new one having opened, the current postmaster gave the Post Office a whole year's notice!

Various speculative planning applications are beginning to be submitted or are in pre-application stage and I am keeping a close eye on these as they move through the process.

Planning Enforcement seems to be taking longer than ever but I am continually chasing a number of cases across the ward.

Green Party Councillors' Report of MAY 2026, for Marden & Yalding Ward Parishes –

Although there were no elections in Maidstone this May, there was a bit of a hiatus on formal Council business this month, with the ritual Mayor-making Council (and Civic Parade) on Saturday morning 16th, and then the Planning Committee on 21st. Mike is no longer a member of the MBC Planning Committee, but he watched online a couple of deferred items from previous involvement; there was a lot of public attendance and concerns raised in the press over one item, where a 'No' vote became a 'Yes' after directions from the Chair and Senior Planners about potential Appeal costs

The new Mayor is Brian Clark, a long-time Loose resident and local LibDem Councillor; one of his first duties was to open the annual Duck Race on Loose Stream on a sweltering Bank Holiday Monday (one of Mike's grand-children won the last race, and now treasures her 'gold medal'!). The Deputy Mayor is Conservative Denis Spooner, from Bearsted (coincidentally, a grandad with Mike of two grandchildren, as his second son and my second daughter got married, long before either of us were elected)

We are still waiting to hear from Central Government about the future make-up of Kent for Local Government Reorganisation in 2028; a decision is expected in July, but recent government decisions on other Counties caused concern that what most Boroughs proposed may not occur... Maidstone could still be part of a West Kent grouping, but possibly also tied into Ashford & Folkestone!

The Council Leader (along with some other Boroughs) had also met with Southeast Water in April, regarding concerns about future supply and capacity constraints and MBC is asking for more clarity and specific details concerning a letter we had from SEW about supply planning for the next decade.

The recent water outages in the May heatwave have only reinforced the need for answers/actions. Grace met with the Interim Deputy Director for Policy and Strategy at the Association of Police and Crime Commissioners to continue discussions with charity 'This Ends Now' to reduce victim blaming language in police press releases.

Mike & Grace attended a Teams meeting with the 'River Medway Matters' group, bringing together council representatives which the Medway flows through, ensuring decisions are made collectively. MBC updated on Rights of Nature work and how this can help protect rivers; there is going to be a repeat of last year's 'Source to Sea' pilgrimage, and this will pass through the Ward on 21/22 July.

Updates for Newsletters/Sharing with Residents:

There is now a weekly Farmers' Market on Jubilee Square, by the Town Hall, every Saturday. Maidstone's 'Big Day Out' - Saturday 13th June - asking everyone to get out and enjoy our amazing parks and open spaces: www.bigdayout.info. This is also the Pride Day - 'Maidstone's Big Gay Out.'

The Museum is holding a 'Regency Ball,' celebrating Jane Austen on Saturday evening 27th June, which is the same date that a Caribbean food & drink festival happens in Mote Park.

Maidstone River Festival also returns on 25th July, with bands all day on Coronation Square.

There are to be 25th Anniversary celebrations this year for Whatman Millennium Park, and some.

initial publicity jaunts are being organised, including a free concert there on the afternoon of 18th.

July – a call has gone out for anyone involved originally (who donated their handprint) to attend.

Consultations:

A Pump Track Survey (for the Willington Street Park'n'Ride site) is now open to Borough residents here, until mid-June: <https://letstalkmaidstone.uk.engagementhq.com/pump-track-2026>.

Not in our Ward, but close to Mike's heart (having lived there for two decades) is an update and enlargement of the boundary of the Loose Valley Conservation Area, open until mid-July: <https://letstalkmaidstone.uk.engagementhq.com/loose-conservation-management-plan>

Parish Matters –

Collier Street – Neither Grace nor Mike could attend last PC meeting, but we noted a new Councillor.

Hunton – The residents' consultation on The Square access/turnout has resulted in KCC agreeing to take some parking restrictions forward. The Annual Residents' meeting was well attended on 18th. We continue to await details of the proposed polytunnels along Lughorse Lane, by Clockhouse. The same company caused significant problems for West Street residents during one week, by delivering 12 new mobile homes to their Cheveney site without providing residents or Parish with any notice; residents were woken at 6am to move their parked cars to allow a very wide load to progress, and the next delivery was attempted at school pick-up time! A Road Closure barrier was also removed.

Marden – Mike & Claudine attended a Parish meeting with residents on 26th, about the speculative housing proposal for homes off Plain Road – we have all had several emails from residents on the issues; a decision to oppose it was taken by the PC on 26th, but details are to be finalised next week. A second residents meeting was also held on 19th May about the Copper Lane housing development (with the Developers presenting plans), the PlanAp for which is yet to be submitted in detail. Unfortunately, the Green Homes Parish initiative, to be held at Marden Club on 17th, was postponed due to a lack of participants. Mike continues to visit residents at Stilebridge Caravan Park, on issues.

Nettlestead – The Pelican Crossing is at ‘funding stage’ with KCC; it has appeared on a long list of projects for CIL (Community Infrastructure Levy) funds to be disbursed by MBC, which is needing Cabinet review and prioritisation. A further Planning application at Hempstead Lane has gone in.

Yalding – Grace has secured a meeting next week with the external affairs team at the Post Office to continue discussing suitable temporary outreach services after Tim & June retire next month. All Borough Councillors and Parish representatives will be in on the call on 4th June.

**Borough Councillors Grace Couch & Mike Summersgill – 30th May 2026
Emails: michaelsummersgill@maidstone.gov.uk, gracecouch@maidstone.gov.uk**

26.06.05 MINUTES OF FULL COUNCIL MEETING held on 11TH MAY 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.

26.06.06 Planning. (Chair: Cllr Highwood)

APPLICATION REF: 26/501594/FULL	<p>PROPOSAL: Installation of 12m diameter 1.8m high HORSE WALKER ADDRESS: Whittingstall, Collier Street, Tonbridge TN12 9SB COMMENTS DUE BY: 29th MAY 2026 DECISION DUE DATE: 2ND JULY 2026 CASE OFFICER: PING TYE It was Proposed by JH to give a NEUTRAL stance, seconded by CC, and RESOLVED by all members present to give a NEUTRAL comment. JH also stated that the location is in a Flood Zone 3 and that the Horse Walker must be flat to the ground and remain at ground level.</p>
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APPLICATION REF: 26/501807/FULL	<p>PROPOSAL: Section 73 - Application for variation of condition 4 (to allow extended seasonal opening hours between 6:00am and 9:00pm from 1 April to 31 October; and 8:00am and 6:00pm from 1 November to 31 March) pursuant to 23/504118/FULL for - Change of use of 1 hectare (2.5 acres) of agricultural land to use as a dog walking paddock with associated 1.8metre height</p>
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fencing, gate, and parking. (Note original hours were 8am and 6pm and within these 10 hours, no activity in connection with the use hereby permitted outside of daylight hours).
 ADDRESS: Hook Farm Kings Lane Marden Kent TN12 9PP
 COMMENTS DUE BY: 12 June 2026,
 DECISION DUE DATE: 11 August 2026
 CASE OFFICER: Gautham Jayakumar
GauthamJayakumar@Maidstone.gov.uk
 Proposed by JH Neutral, seconded by CC and
 RESOLVED by all members present to give a
 NEUTRAL stance on this application.

Clr Barham asked if there was any update on the White Hart application, Cllr Highwood stated that the application has now been submitted as an annexe application.

26.06.06 Planning Decisions made by Maidstone Borough Council
 None

26.06.07
FINANCE ITEMS:

26.06.07 Finance Items – Resolution to approve all the following items.

26.06.07.01 RBS Bank Reconciliation for April
 Community Account for April
 Money Manager for April

Proposed by DP, seconded by KR and RESOLVED by all members to receive the Bank Reconciliations.

26.06.07.02 HSBC Bank Statement for April
 Community Account for April
 Money Manager for April

Proposed by DP, seconded by KR and RESOLVED by all members to receive the Bank Reconciliations.

26.06.07.03 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.

26.06.07.04 To note any income since the last meeting.

Marden Minors £250.00 Pitch fee was received since the last meeting.

26.06.07.05 **RESOLUTION** to approve Payments for June 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.

ACTION CLERK

26.06.08 **END OF YEAR ACCOUNTS 2025-2026**
AT THE FULL COUNCIL MEETING TO APPROVE THE FOLLOWING:

- The accounting statement [section 2] has been prepared and signed by RFO.

- The Annual Internal Audit Report is received and noted.
- The Annual Governance Statement [section1] is approved.
- The Accounting Statements [section 2] is approved.
- The Chairperson and Clerk of the meeting sign the Annual Governance Statement, and the Chairperson signs the accounting statements.
- The RFO sets the commencement date for the exercise of public rights.
- The authority sends to the external auditor.
- The Annual Internal Audit Report
- The Annual Governance Statement
- The Accounting Statement
- An analysis of any significant variances year on year variance
- A bank reconciliation as of 31 March 2026
- Details of arrangements for the exercises of public rights: and
- Any other information that the auditor has specifically requested.

The Chairman signed the Annual Governance Statement and the Accounting Statement and the RFO also. Signed both documents, it was **RESOLVED** by all members present to accept the statements, Bank Reconciliation, Earmarked Reserves, Variance Statement.

The Clerk will now send off all the relevant paperwork to the External Auditors

The Notice of appointment of date for the Exercise of Public rights will start on the 3rd June and will remain. On the Website and Noticeboard for thirty working days which is until the 14th July 2026.

ACTION CLERK

26.06.09 Policies

To Review and ADOPT THE FOLLOWING: -

- FINANCIAL REGULATIONS 2026

Proposed by AP and seconded by SB, and **RESOLVED** by all members present to adopt the Policy

- STANDING ORDERS 2026

Proposed by JH, seconded by DP, and **RESOLVED** by all members present to adopt the Policy

- COMPLAINTS PROCEDURE 2026

Proposed by JH, seconded by AP, and **RESOLVED** by all members present to adopt the Policy

- LONE WORKER POLICY 2026

Proposed by JH, seconded by KR, and **RESOLVED** by all members present to adopt the Policy

- RETENTION PERIOD 2026

Proposed by JH, seconded by CC, and **RESOLVED** by all members present to adopt the Policy

- DIGNITY AT WORK, BULLYING AND HARASSMENT POLICY 2026

Proposed by AP, seconded by SB, and **RESOLVED** by all members present to adopt the Policy

- FILMING AND RECORDING OF MEETINGS 2026

Proposed by DP, seconded by AP and **RESOLVED** by all members present to adopt the Policy

The Clerk will update the website with the policies, they will be reviewed June 2027

ACTION CLERK

26.06.10 Civility & Respect Councillor's Statement of Assurance – To note and to sign.

It was **RESOLVED** by all members present to sign the statement

26.06.11 CIL MONIES (Cllr D Papas)

To consider any spend on CIL Monies

May 2026

No spend in May.

Balance £20,404.51

Spend due.

Bollard Lighting £1,736.33

Concrete and subsidiary materials £300

Digger £110

Labour approx. £2,250 (or less)

Balance £16,008.18 (spend for balance of play equipment still to come)

26.06.12 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.

- Highways – outstanding items

None

26.06.13. Recreation Ground and Car park

- Inpost Lockers

The Clerk is still awaiting an installation date.

- CCTV

Nothing to report this month.

- Bollard Lighting

No update on this at this time.

- Noticeboard

The Clerk received a Grant from Maidstone Borough Council of £550.00, but the noticeboards the Clerk had received quotes for were double that including installation.

This will be discussed at the next meeting and it was suggested that once the play equipment was installed, the Council may consider using CIL money to add to the grant for a new notice board

26.06.14. PLAY EQUIPMENT – Cllr J Highwood

To receive any update on the Play Equipment

A proposed location and layout of the new Play area was shown to all and was discussed at a site meeting with the supplier, which was **RESOLVED** by all members to approve.

Cllr Highwood also stated that the proposed installation date is now mid-July.

26.06.15. VILLAGE HALL

- Facebook Page

It was proposed by DP, seconded by AP to suspend the Village Hall Facebook page.

- HSBC Community Account update

The Clerk stated that this was well under way and that Cllr Barham needed to provide the documents requested from HSBC so that the application could move to the next stage.

ACTION CLERK/DP/SB

26.06.16. CORRESPONDENCE

- FOI Request

The Clerk had received a FOI request from a resident requesting information about planning applications dating from the 1st January 2024 to date. The Clerk had been seeking advice on this matter from KALC who have been extremely helpful. The Clerk was asked to call the Information Commissioners Office and speak with them regarding the FOI request to ensure all correct protocols were covered.

ACTION CLERK

- **KALC email reply re correspondence sent to Monitoring officer.**

Cllr Highwood spoke on this matter; a resident had dropped off numerous papers to the Parish Council which in turn had been dropped off to the Monitoring Officer. The documents had since been returned to the resident.

26.06.17. Flooding (Cllr Jack Highwood)

There was nothing to report on this.

26.06.18

DATE OF NEXT MEETING

The next meeting will be on the 6th July 2026, commencing at 7pm.

The Clerk reminded members that she is on Annual leave for two weeks from the 8th July

There being no further business the meeting closed at 8.30pm

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