

Date:	Wednesday 4 th March 2026 8.00pm
Venue:	Filmer Hall
Present:	Clrs: Tim Turnill, Nigel Edmed, Elizabeth May, Melanie Russell Clerk Emma Hull

The Chairman asked if anyone was recording – no recording took place
Submissions from members of the public, Borough and Kent County Council Councillors, and Police
Apologies were received from Ward Cllr Martin Round who had prior commitments

KCC Member Cllr Sarah Emberson KCC have agreed the budget with a 3.99% tax increase, which is below the national 5% cap. Advised to copy any fault reporting issues with the reference number if not resolved in 28 days and the parish to share Highways Improvement Plans. A written report will be sent through to the Clerk for circulation.

MBC Ward Cllr Ziggy Trzebinski MBC have agreed the budget. Currently waiting for confirmation of a multi-agency meeting with regards to crime issues in the parish.

1. Apologies – from Cllr Rob Williams were noted and accepted
2. Declaration of Lobbying
 - I. Declaration of Changes to the Register of Interests – none
 - II. Declaration of Interest in items on the agenda - none
 - III. Requests for Dispensation -none
3. Minutes of the meeting 4th February were agreed and signed by the Chairman
4. To note, review and adopt the following
 - I. Document Retention Policy

The Parish Council resolved to approve the policy
5. To consider or not to use Kent County Council Archives and Local History Service or The Filmer Hall for archiving

The Parish Council resolved to seek quotes for metal archive storage at The Filmer Hall
6. Maidstone Borough Council Community Energy Parish Survey

The Parish Council resolved to send in a response to the survey by the deadline
7. Highways - The Clerk to write to Winterwood and Rumwood Green Farm regarding road safety concerns of pedestrian walking the lanes in the evening The KCC fault reporting app to be used to report gullies and drainage system issues
8. Public Transport – none
9. Planning

Recommendations were made on

- I. 26/500465/FULL Peen Barn Cottage Brick Kiln Lane East Sutton Kent ME17 3DS
3 bay garage

The Parish Council resolved no objection on this application

- II. Notice of Appeal Lodged with the Planning Inspectorate
Retrospective change of use of land to 1no plot residential Gypsy site to include fencing, hardstanding, cesspit and soft landscaping Land South East of Kildare Maidstone Road Headcorn

The Parish Council resolved not to comment on this application as previously submitted

10. Police – update was given

11. Finance

I. Bank balances were noted

Unity 4,110.93

Nationwide 8,582.13

II. Income

The following income was noted

Nationwide	Interest	9.54
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III. Expenditure

i) The following expenditure was agreed

Staff	Costs	299.00
Wicksteed	Yearly Playground Inspection	180.00

ii) The following expenditure was ratified

Tailored Auto	Pension Admin	15.84
ICO	Data Protection renewal	47.00
Staff	Costs	372.95
P Waring	Grass Cutting	874.08
BT	Broadband	56.23
EPC Solutions	EPC Filmer Hall	275.00
Unity	Bank charges	6.00

The Clerk has chased EDF for outstanding Street Light invoices

II. Reconciliation of bank was approved

12. Play area

I. To note yearly inspection report and consider findings – Cllr Turnill to go through the report and bring back findings to the next meeting.

13. Filmer Hall

I. To consider draft lease as produced by Solicitors and make any recommendations – Cllr Turnill to send to The Filmer Hall Committee a copy of the revised draft lease

14. Correspondence – none

Meeting Closed 21.15