

**MINUTES OF YALDING PARISH COUNCIL MEETING HELD ON  
TUESDAY 03 JUNE 2025 AT 7.00 PM IN YALDING VILLAGE HALL**

**PRESENT**

Geraldine Brown (Chairman)  
Ken Gough (KG)  
Andy Sanders (AS)  
Kelly Woods (KW)

Tim Chapman (TC)  
Pip Jamison (PJ)  
Dee Ann Stead (DS)

**DECLARATION OF INTENTION TO RECORD PROCEEDINGS**

PJ declared she would audio record.

**PUBLIC SESSION**

There was one member of the public present who did not wish to speak.

**1. APOLOGIES FOR ABSENCE**

Councillor Bates sent her apologies due to work commitments; these were accepted.

**2. DECLARATION OF INTEREST OF COUNCILLORS IN ANY ITEM**

**2.1. DECLARATION OF CHANGES TO THE REGISTER OF INTERESTS**

None were declared.

**2.2. DECLARATION OF INTEREST IN ITEMS ON THE AGENDA**

KG declared an interest in agenda item 12.1 as he had bills for payment.

**2.3. REQUESTS FOR DISPENSATION**

None were requested.

**2.4. DECLARATION OF ANY GIFTS RECEIVED**

None were declared.

**3. DECISION TO TAKE AGENDA ITEMS UNDER CLOSED SESSION**

Due to principal authority requirements and receipt of sensitive information, it was resolved to take items 22 and 23 in Closed Session.

**4. MEETING MINUTES**

**4.1. TO APPROVE MINUTES OF:**

**• THE PARISH COUNCIL MEETING HELD ON 06 MAY 2025**

It was proposed DS seconded TC and unanimously resolved that the minutes be signed as a correct record.

**• THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON 20 MAY 2025**

It was proposed KG seconded AS and unanimously resolved that the minutes be signed as a correct record.

**4.2. TO CONFIRM MINUTES OF THE ANNUAL PARISH MEETING HELD ON 20 MAY 2025**

The minutes were confirmed as a correct record and recommended for approval at the 2026 Annual Parish Meeting.

**5. MATTERS ARISING FROM THE PREVIOUS MEETINGS**

**5.1. TREE SAFETY INSPECTION REPORT**

The tree work is almost complete, only one tree left to work on.

**5.2. REPAIR/REPLACE LITTER BIN ON THE LEES VILLAGE END**

The Chairman is going to report that it was Maidstone Borough Council (MBC) operatives that damaged it.

### **5.3. REQUEST FOR A LARGE LITTER BIN IN THE AREA OF HAMPSTEAD LOCK**

The Chair will ask John Edwards if he will support a bin in this location.

### **5.4. LEES CAR PARK**

KG does not want to be a point of contact this year; DS suggested that the out of office rota be reinstated so that every Councillor only has to be potentially disturbed once every nine weeks. The Chairman has made it clear that JB is managing the car park and it his responsibility to enforce the rules and to call the police if there are any anti-social problems, a report to be sent to the Clerk.

### **5.5. HIGHWAYS' IMPROVEMENT PLAN (HIP)**

The Clerk is adding the following items to the HIP:

- Double yellow lines outside Lyngs Farmhouse
- Bend/Slow sign Lees Road by Beultside
- Safe access to Laddingford bus stop
- Water on Vicarage Road

### **5.6. RUBBISH ON YALDING HILL**

The Chairman will send out a Parish News and put in the parish magazine how residents can report litter and rubbish to MBC.

### **5.7. REVISED CODE OF CONDUCT**

It was agreed that the Code of Conduct was appropriate for adoption and The Chairman would take it back to Kent Association of Local Councils (KALC) in order to get parishes to advertise it in the press jointly.

### **5.8. ALLOCATION A CIL PAYMENT OF £514.17 FROM 21/501947/FULL**

KW suggested that Councillors consider putting it towards the dementia friendly village project.

### **5.9. BOOT SCRAPER AT KINTONS BRIDGE**

A boot scraper will be installed at The Kintons at a cost of up to £200

### **5.10. TRANSFER EE MOBILE PHONES TO A YALDING PARISH COUNCIL (YPC) ACCOUNT AT BT**

BT have confirmed this cannot be transfer the EE to Yalding Parish Council's (YPC) BT account, however EE residential may be able to move them to a business account. KG will need to do this.

### **5.11. REQUEST FROM THE CRICKET CLUB RE CCTV**

The Cricket Club have come up with more ideas for the marquee which may overcome Councils security concerns. They are also asking again for CCTV. A site meeting to understand their plans was held on 2 June 2025.

Initially, they want to install one camera, up to a total of three, none of them encompassing the play area and mainly overlooking their equipment. Councillor's agreed that this was acceptable providing they have a CCTV policy that is shared with YPC.

Initially, they want to erect a type of poly tunnel frame that would be left up between matches with a cover that would be removed between matches. Councillors agreed that this was acceptable.

As part of the visit Councillors looked at the pavilion refurbishment but this is on hold until such time as the adult football teams find alternative pitches or not.

## **6. POLICE MATTERS**

Nothing to report.

### **• ISSUES REGARDING ILLEGAL HORSE RACING AT OLD WHETSTEAD ROAD**

The Chairman has forward Robert (Bob) Ford contact details to PC Maskell.

## **7. COUNTY COUNCILLOR'S REPORT**

Councillor Ford did not attend the meeting and did not send a report.

## **8. BOROUGH COUNCILLOR'S REPORT**

Councillors Summergill and Couch sent their apologies, they sent a report which was circulated.

Councillor Russell joined the meeting at 20.27, she had previously sent a report which was circulated.

## **9. BIODIVERSITY AND CLIMATE CHANGE**

A reminder that this should be considered in all of the items that follow on the agenda.

## **10. PLANNING**

### **10.1. TO DECLARE ANY LOBBYING OR FORMAL REPRESENTATION**

There was none declared.

### **10.2. SCHEME OF DELEGATION**

To confirm that the following planning applications were responded to in line with a Scheme of Delegation and the response is included at the end of the minutes of this meeting.

- 25/501613/FULL - Oakhaven Queen Street
- 25/501822/FULL - Flambards Laddingford
- 25/501805/FULL – Moonrakers, Darman Lane

### **10.3. PLANNING APPLICATIONS**

Planning responses are recorded at the end of the minutes.

### **10.4. YALDING ENTERPRISE PARK (YEP)**

A couple of units are now occupied.

### **10.5. ANY OTHER PLANNING MATTERS**

#### **10.5.1. 25/501262/FULL - 3 BELGRAVE TERRACE.**

It was confirmed YPC's call-in had been withdrawn

#### **10.5.2. APP/U2235/W/24/3355570 - WILLOW FARM**

The planning application was allowed on appeal.

#### **10.5.3. 23/505139/OUT – REPORT ON MEETING WITH FERNHAM HOMES THE DEVELOPER**

YPC had a meeting on 28 May 2025 at the southern site with Fernham Homes (FH) and their planning consultant from DHA. A discussion took place regarding the possible use of the land and FH agreed to produce an initial drawing.

There were no other planning matters.

## **11. POLICIES AND PROCEDURES**

There are no policies and procedures to approve this month, however the data protection and CCTV policies are under review.

## **12. FINANCE**

### **12.1. MOTION TO PAY BILLS**

It was proposed KW, seconded DS and resolved by all to make payment of bills totalling £12,531.14 exclusive of VAT as per attached list. KG declared an interest as he had bills for payment and did not vote.

DS and AS will authorise them electronically.

#### **12.2. CONFIRM RECEIPTS**

A list of receipts, as attached, totalling £8,038.28 was circulated.

#### **12.3. MONTHLY SPEND AGAINST BUDGET REVIEW**

There was no that was no unbudgeted spend

#### **12.4. BANK BALANCES AS AT THE END OF APRIL 2025**

The cleared bank balance for the end of April 2025 was confirmed:

- NatWest £41,853.86
- Unity Trust £84,680.87

#### **12.5. BANK RECONCILIATIONS FOR APRIL 2025 HAVE BEEN SIGNED**

It was confirmed that these have been signed as correct.

#### **12.6. TO CONFIRM NEW BANK SIGNATORY TO REPLACE JOE WESTGATE**

- It was agreed that TC would become a bank signatory.

#### **12.7. MOTION TO PURCHASE A ROTAVATOR AT A COST OF £233.33**

KG proposed, AS seconded and the motion was resolved unanimously.

#### **12.8. CONSIDER AND ACCEPT THE YEAR-END INTERNAL AUDIT REPORT 2024/2025**

The internal audit is complete and the audit form signed, this was considered and noted by Councillors. The detailed internal audit report has not yet been received; this item will be on the agenda for consideration next month.

#### **12.9. CONSIDER THE ANNUAL GOVERNANCE STATEMENT 2024/2025**

The Governance Statements for 2024/25 had been previously circulated and they were each considered for approval.

#### **12.10. APPROVAL OF THE ANNUAL GOVERNANCE STATEMENT 2024/2025**

It was proposed PJ, seconded KW, and resolved unanimously that the Governance Statement be signed by The Chairman as a true reflection of The Council's financial control.

#### **12.11. CONSIDER THE ACCOUNTING STATEMENTS 2024/2025**

The Accounting statements for 2024/25 prepared and signed by The Responsible Financial Officer (RFO) had been previously circulated and were considered for approval.

#### **12.12. APPROVAL OF THE ACCOUNTING STATEMENTS 2024/2025**

It was proposed KG, seconded JC and resolved unanimously that the Accounting Statements be signed and dated by The Chairman as a true reflection of The Council's accounts.

#### **12.13. MOTION TO PAY TEA POT ISLAND £10 A WEEK IN THE CLOSED AS WELL AS THE OPEN SEASON FOR ELECTRICITY FOR THE CAR PARK**

Tea Pot Island want to be paid for the whole year because of the CCTV.

AS proposed, KW seconded and the motion was resolved unanimously.

It was agreed that the Tea Pot Island sign in the car park should be taken down.

### **13. OPEN SPACES**

#### **13.1. REPORTS FOLLOWING VISUAL UPDATE INSPECTIONS OF COUNCIL OWNED LAND**

##### **13.1.1. THE LEES**

Inspection complete, no new issues.

**13.1.2. THE LEES PICNIC AREA**

Inspection complete, no new issues

The barrier card-reader memory have been wiped, KG is investigating.

**13.1.3. YALDING VILLAGE GREEN AND VERGES**

Inspection complete, no new issues.

**13.1.4. JUBILEE FIELD**

Inspection complete, no new issues.

**13.1.5. LADDINGFORD VERGES**

Inspection complete, no new issues.

**13.1.6. THE KINTONS**

Inspection complete, no new issues.

**13.1.7. FOWLE HALL GREEN**

Inspection complete, no new issues.

**13.1.8. THE TATT**

Inspection complete, no new issues.

MVCP has suggested that it is too early to start with the management plan and that for the next couple of years we should only plant trees and keep the vegetation short to allow it to be re-established.

The Clerk has added it to the grass cutting routine and KG will plant trees at the next suitable time. It was agreed that more mature trees would be planted and it was suggested that they be Oak, Alder and Willow.

**13.2. EQUIPMENT INSPECTIONS**

**13.2.1. JUBILEE FIELD**

Inspection complete, no new issues.

**13.2.2. THE KINTONS**

Inspection complete, no new issues.

**13.2.3. DEFIBRILLATORS**

Inspection complete, no new issues.

**13.3. OTHER ISSUES**

**13.3.1. THE KINTONS - CREATION OF AREA FOR INFORMAL FOOTBALL GOALS**

Residents have asked for a goal post there all the time. There is an area away from cricket and football pitches at the far end of the field opposite the play equipment. Councillors agreed to this.

**13.3.2. TO DISCUSS DIFFERENT FORMS OF MOLE CONTROL**

The Assistant Clerk has investigated alternative methods of control and has circulated a summary.

It was agreed to buy a pair of sonic mole deterrents and to plant daffodils in the autumn.

**13.3.3. CONTROL OF WEEDS AT THE OVERFLOW CARPARK AT THE KINTONS**

The weeds need regular maintenance; it was agreed to tell the clubs they must strim it themselves.

**13.3.4. THE LEES - REPAIRS TO SEAT BASE UNDER THE OAK TREE**

The concrete is breaking up so it was agreed to hire of man and digger for one day up to a budget of £400. To fill the day, it was agreed to raise the bank on the pony field Laddingford end.

#### **13.3.5. LEES PICNIC AREA - AGREE TOILET OPENING HOURS**

Due to issues of abuse, the toilet cleaner has been manning the toilets on a Sunday between 3pm and 5pm and locking them at 5pm. However, complaints have been received from regular users with children that the toilets are being locked whilst the car park is still busy. It was agreed to push this back to 5pm to 7pm.

KW is working on the flyers.

#### **13.4. REQUEST TO USE PARISH LAND**

There have been no requests this month.

### **14. HIGHWAYS**

#### **14.1. KENT COUNTY COUNCIL (KCC)**

- **REVIEW THE HIGHWAYS LIST** - The list has been updated and circulated. Councillors to advise any additions.
- **WATER ON VICARAGE ROAD** – Awaiting The Highways Safety officer to visit with her team, The Clerk has chased. There is a new Cabinet Member for Highways and Transport Bill Barrett. The Clerk is adding this to the HIP.

Highways have suggested it is reported to Highways every time there is a problem with water on the road. It was agreed to ask residents to report Highways concerns via the KCC report a fault portal, the link will be sent out on Parish News and in the parish magazine.

#### **14.2. OUTSTANDING ISSUES FROM THE GLEBE DEVELOPMENT**

##### **• PARKING ON THE SITE**

Vistry insist that adaptations to the green space at the front of the site to introduce additional parking will not be possible. They have stated that that they consider the matter closed and cannot help any further.

The Clerk has contacted First Port the management company who have replied saying far as they are concerned and their records show, there is no Residents Management Committee and the land is still owned by Vistry, they are purely the managing agent.

Tom Morrissey - Operations Director, Vistry reported that:

- The area of landscaping that Councillors are looking to convert to parking is no longer within Vistry Group's Ownership
- The land is under the ownership and control of the residents management company and their managing agent.

These two statements are contradictory, should The Clerk write to the CEO of Vistry.

#### **14.3. TOWN BRIDGE**

##### **14.3.1. TO REVIEW THE NEXT STEPS ON THE TOLL BRIDGE INITIATIVE**

The KCC elections and the street party are now complete but there is still the annual meetings and audit which takes up much time. It was agreed to set something up after these are all out of the way.

Many thanks to HS for his work on the project to date.

#### **14.4. OTHER HIGHWAY ISSUES**

There was a discussion on Speedwatch, there is not enough volunteers and none in Laddingford.

### **15. FLOODING**

### **15.1. GENERAL UPDATE**

The Highways Manager has agreed to replace damaged road closed signs but has asked for an inventory of current signs held by the parish.

A complete review of flood actions in Yalding and Laddingford to include flood wardens, flood gates and road closures has commenced. The flood wardens list will be updated and a request sent out for new ones.

Watertight/EA have arranged to inspect an ad-hoc selection of Property Flood Resilience measures to see how they are being managed by residents. The Chairman has been told that the majority are in good condition.

#### **STORAGE OF SAND BAGS**

The Chairman will investigate putting a box behind the pumping station at the Tatt and re-look at using the old substation on Benover Road.

### **15.2. SUBSTATION UPDATE**

The matter is still ongoing. YPC will write to Golding Homes and MBC. The Chairman will also chase UKPower.

### **15.3. £10,000 FLOOD PRIZE STILL TO SPEND**

After a meeting with KCC The Chairman believes permission is not going to be forthcoming for the flood gates and feels this money needs to be spent on something else.

It was agreed that this, alongside other complex highway issues, should be put to the new KCC Cabinet Member for Highways. The Clerk will ask for a meeting.

## **16. NEIGHBOURHOOD PLAN (NhP)**

Awaiting DH to prepare the final draft for approval by YPC, The Steering Committee and MBC. The Clerk will chase.

## **17. EVENTS**

### **17.1. VE DAY 80<sup>TH</sup> THURSDAY 8 MAY 2025 - DEBRIEF**

An enjoyable event.

### **17.2. ANNUAL PARISH MEETINGS 20 MAY 2025 – DEBRIEF**

The meeting went according to plan but there was a disappointing turn out.

### **17.3. PARISH PICNIC**

The Parish Picnic will be 14 September 2025

The Chairman will book Dr Jazz

Councillors to inform of their availability so roles can be allocated.

## **18. CONSULTATIONS**

No new consultations have been received this month.

## **19. CORRESPONDENCE**

### **19.1. KENT ASSOCIATION OF LOCAL COUNCILS (KALC) AND NATIONAL ASSOCIATION OF LOCAL COUNCIL (NALC) CORRESPONDENCE RECEIVED AND CIRCULATED**

- NALC Chief Executive's bulletin – 08,15, 22, 29 May 2025
- KALC bulletin – 16 May 2025

### **19.2. OTHER GENERAL CORRESPONDENCE RECEIVED AND CIRCULATED**

There was no other general correspondence.

### **19.3. OTHER CORRESPONDENCE RECEIVED BEFORE THE MEETING**

There was no other correspondence.

## **20. OTHER PARISH BUSINESS**

## **20.1. TO AGREE ANY WELCOME LETTERS THAT NEED TO BE SENT**

There were none.

## **20.2. UPDATE ON WALNUT TREE**

The sale is currently not progressing.

The agent has advised that Stonegate withdrew due to them finding a “problem.”

## **20.3. DEMENTIA FRIENDLY PARISH – APPROVAL OF NEXT STEPS**

KW reported that the project is progressing and a Facebook page has been set up.

Councillors agreed to pay for hire of halls for training meetings in both villages.

## **20.4. CASUAL VACANCY PROCESS**

The casual vacancy has been posted, MBC will confirm if an election has been called by 16 June 2025. If an election is not called the vacancy will be advertised for co-option.

## **20.5. PLAYScheme 2025– TO AGREE THE FEES AND TIMINGS**

It was agreed that playscheme 2025 would again run for the first full three weeks of the school summer holidays. W/C 28 July, 4 August and 11 August.

Playplace based on last year’s feedback have suggested the hours be changed from 11am to 3pm to 10am to 2pm. Councillors felt that a 2pm finish was too early and suggested the hours be increased to 10am to 3pm.

Should this be the case Councillors confirmed the fees should be increased to £10 per session for children of Yalding residents and £15 per session for non- residents. The Clerk will talk to Playplace.

## **20.6. RIVERSIDE PRE-SCHOOL - PERMISSION TO ERECT A BANNER AT THE KINTONS**

Councillors agreed this was acceptable providing it is taken down after the summer.

## **20.7. COMMUNITY FLOWER FESTIVAL – TO CONFIRM ENTRY**

It was agreed to enter a community inclusive entry, details to be worked up.

## **20.8. REVIEW THE MONITOR LIST**

The monitor list was updated.

## **21. PARISH MATTERS**

There were no parish matters.

### **COMMENTS ON PLANNING APPLICATIONS**

25/501613/FULL

Oakhaven, Queen Street

Demolition of existing outbuilding and erection of 2 bay garage & store.

#### **NO COMMENT**

**Councillors request that a condition be added assuring full demolition of the existing outbuilding.**

25/501805/FULL

Moonrakers Darman Lane Laddingford

Demolition of existing conservatory and erection of two storey side extension and part single part two storey rear extension and widening of existing access.

#### **NO COMMENT**

**Due to the multiple applications on this property Councillors are still having trouble understanding the exact extent of the development but it appears to be smaller in scale to the last refused**

**application but slightly bigger than the approved application from 2022. As such Councils wish to no comment the application and leave the decision to the planning officer. Councillors would however point out that as the property lies in a flood zone 3 the planning authority needs to be satisfied the applicant has demonstrated that there is safe access and escape routes.**

25/501822/FULL

Flambards Laddingford

Erection of an outbuilding.

**NO COMMENT**

25/502070/PNEXT

1 Alan's Gardens

Prior notification for a proposed single storey rear extension which: A) Extends by 4.23 metres beyond the rear wall of the original dwelling. B) Has a maximum height of 3.60 metres from the natural ground level. C) Has a height of 3.0 metres at the eaves from the natural ground level.

**NO COMMENT**

**MBC PLANNING DECISIONS SINCE LAST MEETING**

25/501027/FULL

Hatchgate, Mill Lane

Demolition of existing dwelling and construction of a new self- build dwelling, garage & associated landscaping

**REFUSED**

25/501185/FULL

Lees Lodge, Lees Road, Yalding

Demolition of existing conservatory and erection of replacement single storey garden room.

**GRANTED**

25/501180/FULL

Knave's Acre, Kenward Road

Erection of part two storey part single storey rear extension to replace single storey extension and change from flat roof to pitched roof on front dormer including changes to fenestration (previously approved 22/502467/FULL)

**GRANTED**

25/501198/LBC

Chapel House, Laddingford

Listed Building Consent to replace the external material on existing rear extension from brick to brick with cladding to match existing.

**GRANTED**

25/501220/FULL

Chapel House, Laddingford

Erection of a single-storey rear extension (amendment to approved planning permission 24/503619/FULL, being change of the external material of the walls from all brick to brick with timber cladding to match the existing).

**GRANTED**

25/501076/FULL

Mereworth House, Laddingford

Removal of existing fence and replacement with a 1-metre-high picket style fence to the front boundary of the property.

**GRANTED**

25/501403/TCA

The Corner House, Oast Court

Conservation area notification: (T3) Sycamore - To be felled.

**NO OBJECTION RAISED**

25/501353/FULL

Rose Barn The Green Yalding

Conversion of first floor to 1no. one bedroom flat and alterations to fenestration, with associated access and parking.

**REFUSED**

25/501384/LBC

Rose Barn The Green Yalding

Listed Building Consent for conversion of first floor to 1no. one bedroom flat and alterations to fenestration, with associated access and parking.

**REFUSED**

25/501359/AGRIC

Downs Farm Yalding Hill

Prior notification for proposed barn for agricultural use to the existing established farm. For its prior approval to: siting, design and external appearance.

**REFUSED**

There being no further business the meeting closed at 22.07.

Signed.....

Date.....