

**Parish Council Meeting Agenda
Monday 4 August 2025
Penshurst Village Hall - 7.00 pm**

Members of Penshurst Parish Council are hereby summoned, and members of the Public are invited to attend, the Meeting of the Parish Council that will be held in **Penshurst Village Hall on Monday 4th August 2025** commencing at **7.00 pm** for the transaction of business as set out below.

Signed: Rachael, Clerk & RFO

Date 30th July 2025

***are attachments**

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion.

There will be up to 15 minutes at point 5 of the Agenda to hear questions or comments of the public present to draw the attention of the Parish Council to any matter. Thereafter comments may be made, or questions raised, at the discretion of the Chair.

Please contact the Clerk in advance of the meeting if further factual information is required on an item on the Agenda.

- 1. Apologies for Absence**
- 2. Declaration of interests in agenda items**
- 3. To approve and sign Minutes of the 2 June 2025 Penshurst Parish Council Meeting.**
- 4. Matters Arising:**
 - (i) **Bus Shelter Refurbishment**
 - (ii) **Highways Meeting Report**
 - (iii) **School/Village Green Vehicular Damage**
 - (iv) **Chafford Park concerns re noise and windows**
 - (v) **Kingdom**
- 5. Open Session**
- 6. Kent County Councillor Robert Mayall**
- 7. Sevenoaks District Councillor Mr Richard Streatfeild**
- 8. PC 30366 John Donegan**
- 9. Neighbourhood Report – Cllr Furnell**
- 10. Penshurst Village Hall – to consider increasing the funding from Penshurst Parish Council for the Village Hall refurbishment from 25k to £36,591.38 to meet the full cost of the refurbishment.**

11. Finance/Accounts:

- a. **Payments:** The following accounts will be presented for payment at the meeting plus any others received prior to the meeting but after preparation of the agenda.

August 2025 Payments List		
Payee	Details of payment	Amount
Evelyn Divall	Final payment and bonus. Original cheque (1226) lost in post so cancelled with bank and reissue	£ 2,566.73
Playsafety Limited	Annual Cricket Ground play park inspection	£ 124.80
Rachael Turner	Reimburse Defib Store order - AED pads and batteries	£ 178.80
Penshurst Park Football Club	Grant under s137 towards equipment, fencing and pitch maintenance	£ 5,000.00
Masters Building and Development Ltd	Penshurst Village Hall refurb of toilets and kitchen July 25	£ 35,533.58
HMRC 120PR02597105	PAYE/NI July 25	£ 412.61
Rachael Turner	Clerk July Pay	£ 1,019.84
Penshurst Village Hall	For food warmer and fridge as part of kitchen refurbishment	£ 1,057.80

Ratification of items of expenditure made between meetings:

July 2025 Payments List			
Cheque Number	Payee	Details of payment	Amount
1230	Rachael Turner	Clerk pay June 25	£ 1,019.84
1231	HMRC direct	Clerk tax and NI and ER NI June 25	£ 412.61
1232	Sevenoaks District Council	Bulk refuse freighter 6 25	£ 305.54
1233	Oast & Oak Services	Fordcombe and Penshurst closed churchyard May and Jun 25	£ 794.87
1229	Lucy Fuller	Lengthsman services June 25	£ 100.00

b. *Finance Update including bank reconciliation

- c. Resolve to approve transfer of funds.** Proposed to transfer £25,000 from PPC savings account to main PPC account to meet financial commitments.

- c. Grant Applications:** None received for consideration this time.

12. * Annual Risk Assessment – Penshurst Play Area. To review report and agree action points.

13. Defibrillator – Penshurst. New batteries and replacement paediatric pads ordered by Clerk. Maintenance is required. Consider organising CPR/Defib training for community.

14. Allotments update

15. Clerk Report – Items for noting and information

16. Planning:

Planning Applications:

PENSHURST PLANNING APPS SDC Ref.	Address	Summary of application	Deadline for comments
25/01893/WTPO	Fordcombe Village Hall The Green Fordcombe Kent TN3 0RT	To remove 8 ash trees infected with ash dieback	NA information only
25/01276/HOUSE	The Grove Cottage Grove Road Penshurst Kent TN11 8DU	Replacement of domestic outbuilding with a new detached outbuilding for use as a home gym and office with rooflight. Permable hardstanding. Ecological Assessment	7 August 2025.
25/01862/LDCEX	Netherwood Smarts Hill Penshurst Kent TN11 8EB	An existing storage outbuilding of 21sqm which sits on a residential plot of land (C3). The structure is built on a concrete base and made of timber.	05 August 2025
25/02027/WTCA	The Old Orchard Penshurst Road Penshurst Kent TN11 8HZ	Various works to trees in a Conservation Area.	NA information only
25/00957/HOUSE	Oakley House Fordcombe Road Penshurst	Construction of Detached Garage and Garden store with log storage. Associated Hardstanding.	Decision: Granted

17. HIGHWAYS

Details	Location	Date reported to KCC	Ref No	Comments	Fault repaired
Bottom of 30mph signpost rusted through	Corner of Glebelands, Fordcombe Road	23/06/2025	885216	Scheduled for repair July 25	yes
Rogues Hill give way bridge tree on right obstructing sight line when coming to Penshurst	Rogues Hill - 2nd bridge out of village towards Bidborough	02/07/2025	886962	Not Highways - have requested Penshurst Estate cut back the tree	

Fordcombe Village Green – water works scheduled for August 25.

18. Items for noting or inclusion on future agenda at the discretion of the Chairman.

Date of next meeting – Monday 1st September 7.00 pm Full Council in Penshurst Village Hall.

Meeting dates/times can be subject to change, please always check <https://www.penshurstpc.co.uk/website> for next meeting date/Agenda.