

Parish Council Meeting Agenda
Monday 1st December 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 1st December 2025** commencing at **7.00 pm** for the transaction of business as set out below.

Signed: Rachael, Clerk & RFO

Date 25th November 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 3rd November 2025 Penshurst Parish Council Meeting.**
- 4. Matters Arising:**
 - (i) Chafford Park concerns re noise and windows**
- 5. Open Session**
- 6. Kent County Councillor Robert Mayall**
- 7. Sevenoaks District Councillor Mr Richard Streatfeild**
- 8. PC John Donegan**
- 9. Neighbourhood Report – Cllr Furnell**
- 10. New Road site update**
- 11. Finance/Accounts:**
 - a. Payments:** The accounts listed at the end of the Agenda will be presented for payment at the meeting plus any others received prior to the meeting but after preparation of the agenda.
 - b. *Finance Update including bank reconciliation**
 - c. Grant Applications:** None received for consideration this time.
 - d. *Budget 26-27 – to consider and resolve to approve Budget and Precept request for 26-27**
 - e. Consider appointment of new Internal Auditor**

12. Gatwick Update

13. Local Plan – Regulation 18 consultation. To consider a response to the consultation.

14. Consider quotes received for works to:

- a. Fordcombe Play Area
- b. Penshurst Churchyard boot scraper
- c. Deer Fencing for allotments

15. Road safety/Highways update and to consider purchase of a mobile speed indicator device

16. Allotments update

17. Clerk Report – Items for noting and information

- a. CPR/Defib training for community
- b. Speed Watch – call for volunteers
- c. Update on request to use Penshurst phone box as book exchange for community
- d. Grass seed has been sown on Fordcombe Green by the drainage contractors.
- e. Updated draft Standing Orders
- f. Updated Financial Regulations
- g. Fordcombe defibrillator
- h. Meetings for 2026 will alternate between Penshurst and Fordcombe Village Halls.

18. Planning:

Current Applications:

SDC REF	ADDRESS	DEVELOPMENT	DEADLINE FOR COMMENTS
25/03062/FUL	Barn West Of Coldharbour Farm Coldharbour Road Penshurst Kent TN11 8EX	Demolition of open sided outbuilding. Removal of storage container. Conversion of existing Dutch style barn to form new detached dwelling with associated landscaping and parking	5th Dec 2025
25/02514/FUL	Westover Farm The Lane Fordcombe Kent TN3 0RP	Demolition of existing dwelling and erection of new dwelling with rooflights and associated hard and soft landscaping. Electric vehicle charging point. Removal of existing septic tank and oil tank to be replaced with a new treatment package.	12th Dec 2025

Decisions received since last meeting:

25/02703/WTPO	Culver Lodge Penshurst Road Penshurst Kent TN11 8HZ	Various works to trees	Granted
25/02483/HOUSE	Cloud Hill House Penshurst Road Poundsbridge Speldhurst Kent TN3 0PH	Enclosure of covered walkway. Sky light and velux window to main dwelling. Alteration to fenestration.	Granted

19. HIGHWAYS & PUBLIC RIGHTS OF WAY

Details	Location	Date reported	Ref No
Water leak by wall Leicester Square steps and Penshurst Archway reported		06/11/2025	910548
Water leak	Opposite Fitchetts Farm, Broad Lane, Penshurst	12/11/2025	
Mud/sludge/dirt along edge of road blocking drains. Needs scraping/ sweeping	Fordcombe - Chafford Lane to Broad Lane	12/11/2025	911551
Public Footpath on Walters Green Lane by Weavers Cottage the path surface has a terrible sewerage type smell and has been for some time. Has been previously reported. Could it be hazardous to health? Clerk to chase up	SR465 footpath next to Weavers Cottage, Penshurst	12/11/2025	251192392

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

Date of next meeting – Monday 2nd February 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.

Appendix

Payments list – no invoices received at time of publication