

Penshurst Parish Council Meeting
Draft Minutes
Monday 6 October 2025 - Penshurst Village Hall - 7.00 pm

Draft Minutes of the Penshurst Parish Council meeting held in Penshurst Village Hall on Monday 6th October 2025. The meeting commenced at 7.00 pm.

Attendees: Councillor Andy Campbell (Chairman), Councillor Diane Broad, Councillor Norman Furnell, Councillor Jonathan Horsford, Councillor Richard Gerard-Sharp, Councillor Sally Jolly, Councillor Robert Rees, Rachael Turner (Clerk & RFO).

Also present: Kent County Councillor Robert Mayall, arrived at 7.25 pm and Sevenoaks District Councillor Richard Streatfeild, arrived at 7.30 pm

No Members of Public were present.

Absent: Councillor Duncan Howard and Councillor Bruce Townsend

1. Apologies for Absence were received from Cllr Howard, Cllr Townsend and PC Donegan
2. Declaration of interests in agenda items – none received.
3. Minutes of the 1st September 2025 Penshurst Parish Council Meeting were duly approved and signed by Cllr Campbell.
4. Matters Arising:
 - (i) Chafford Park concerns re noise and windows. It was reported that some noise was heard at an event on Saturday night. Residents have been encouraged to use the noise app and to report it. It was commented that a Planning Application had been submitted. Clerk to look into.
5. Open Session - Nothing raised
6. Kent County Councillor Robert Mayall reported the (LGR) Local Government Reorganisation proposal was being submitted on 28 November. Concern has been raised at the level of debts in County Councils across the area and how this may be dealt with in the reorganisation. KCC had rescinded Climate Emergency and scrapped a lot of the changes to create cost savings. They had also paid back a significant amount of long term debt to save large amounts on interest. Cllr Mayall also talked about the Members Grant that was available and when asked confirmed it could possibly be used for portable speed signs. Clerk to investigate costs.

Cllr Mayall had other engagements to attend so left the meeting at 7.41 pm

7. Sevenoaks District Councillor Richard Streatfeild reported there had been a vote of no confidence at SDC earlier today, driven by West Kent Independents. There is lots of work on the Local Plan with approximately 1500 additional houses across the district. Amongst other sites, locally the plan is for 300 houses in Chiddingstone Causeway. There is a meeting for the public to attend next Monday in the Village Hall. The Sevenoaks Plan next stage of consultation will be 23rd October to 11th December.

The view of Sevenoaks on the LGR was for 4 districts.

Cllr Streatfeild confirmed he had written to West Kent Housing regarding the concerns over parking in Fordcombe.

With regards to Kingdom, if there are any noise issues please contact Kingdom direct using the number and email address on their website in the first instance. If they don't respond then please record on the noise app and report it to SDC.

Cllr Streatfeild also reported the Bulk Freighter Service that was recently stopped, may be reinstated in the new year.

8pm Cllr Streatfeild left meeting to attend another engagement.

8. PC John Donegan – report read out in his absence.
- Patrols have continued around Penshurst for speeding. Ticket was given for a driver who showed some very poor driving skills
 - Late/Night patrols have continued
 - Cross border Op with Sussex to target rural crime, seized a vehicle from this – Please see newsletter
 - There was theft of a Quad in the Penshurst area recently. I have spoken with the victim, and I can only apologise for the response from our colleagues in the MET. I fully understand the response was not acceptable. I was off duty when this occurred, have learnt on what occurred. Following this I have contacted my Sergeant and Inspector and this has been raised. We are now looking at a cross-border operation .
9. Neighbourhood Report – Cllr Furnell reported:
- Recent crime reports are reduced compared to this time last year. There has been an 18% reduction in reported crime.
 - As winter is now approaching, a reminder for anyone who owns quad bikes, chainsaws and other similar outdoors tools to make them secure as possible. Around this time across the county, we historically see a rise in theft of these items.
 - Fraud alerts from Kent Police:
<https://www.mycommunityvoicekent.co.uk/Alerts/A/286052/Current-fraudsscams-targeting-Kent>

10. New Road site update – no update available on the Affordable Housing development at present.

11. Finance/Accounts:

- a. Payments: The accounts listed at the end of these Minutes were approved for payment.
- b. *Finance Update including bank reconciliation.
The Clerk provided the following mid-year update on the 25-26 year:

Budget	Spend to date	Budgeted amount remaining	percentage of budget remaining
£ 95,525.00	£ 57,697.13	£ 37,827.87	40%

Balance of spend on other costs is (year to date) excluding Village Hall grant	£ 21,105.75
forecast amount needed for rest of year	£ 35,000.00
Monies held in bank accounts	£ 61,000.00
Precept pt 2	£ 10,925.00
Monies available for rest of year (bank and Precept)	£ 71,925.00
Forecast balance at end of year	£ 36,925.00
Projects for 26-27?	

- c. Grant Applications: None received for consideration this time.
- d. Budget 26-27 – Clerk will work on budget to present a draft at the November meeting and then this will be proposed for consideration and approval at the December meeting. It is likely an increase in Precept will be necessary to sustain running costs.

12. Gatwick Update

Additional runway decision received. Modernisation of airspace consultation opens soon. Concerns continue over impact on health of night flights.

13. Defibrillators update – awaiting response from supplier on Fordcombe defib cabinet that won't open.

14. Penshurst – Road safety concerns. These have been raised with Highways. To be put on HIP so KCC can investigate options.
15. Allotments update – all are now paid up. The water meter reading needs to be taken so Clerk will arrange to meet Cllr Campbell there to do this and have tour of allotments.
16. Proposal for PPC to adopt the disused telephone box at Forge Stores and change it into mini book exchange. PPC is unable to adopt the phone box as it is not on PPC land. Suggest MOP asks Penshurst Place to adopt. PPC would be happy to maintain it.
17. Clerk Report – Items for noting and information
 - a. CPR/Defib training for community – date to be publicised. Flyers to be created for shop and be placed on the boards.
 - b. Meeting Dates for 2026. Meetings will continue to be on the first Monday of the month. Parish Assembly will be held in April. Venues to alternate between Penshurst Village Hall and Fordcombe Village Hall. Clerk to book.
 - c. Fordcombe CCTV – copies of screen shots were circulated to those present to enable Councillors to see the quality of the images. No people were present in the pictures.

18. Planning:

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. Comments due: 17 th Oct 25. No comment to submit
25/01102/FUL	Mitre Farm Fordcombe Road Fordcombe Kent TN3 0RT	Redevelopment of the site; Demolition of existing buildings; Erection of 5 No. dwellings with associated works. Amendment 8/25: Changes to plans and additional information following consultee comments. The changes include (but not limited to), changes to parking, public right of way, roof design of car port and additional car port elevations have been provided Amendment: Provisional Great Crested Newt District Level Licensing Impact Assessment & Conservation Payment Certificate and Email from Agent confirming bird species following KCC Ecology comments. Comments due on amendment: 20 th October. No further comment to submit

19. HIGHWAYS & PUBLIC RIGHTS OF WAY

Details	Location	Date reported	Ref No	Comments	Fault repaired
Rogues Hill give way bridge tree on right obstructing sight line when coming to Penshurst	Rogues Hill - 2nd bridge out of village towards Bidborough	KCC 02/07/ 2025	886962	Not Highways - have requested Penshurst Estate cut back the tree. Requested again 8/25. This is still outstanding. Cllr Broad is to approach Penshurst Estate to encourage them to get the work done.	
Water leak outside of Rosebank, Chafford Lane. Water flowing down road. Has been repaired in that area several times.	Rosebank, Chafford Lane	26/09/ 2025	903248	Works scheduled Oct 25	

Fordcombe Village Green – water works. These have been finished but it appears the grass on the green has not been replaced. Clerk to contact Cappagh Browne to request they reseed it.

Cllr Jolly reported there was a leak at the entrance to Chafford Park. Clerk to report.

20. Items for noting or inclusion on future agenda.

- The Clerk raised that Speedwatch Volunteers were still needed if PPC were to relaunch the scheme. At least another 2 volunteers were required. Councillors to see if they can drum up interest. Clerk to create flyers for Forge Stores and to put notices on the boards.
- Cllr Rees said Penshurst Village Hall were appreciative of the donation given by PPC. It was agreed the works looked good.
- Cllr Furnell confirmed he had not received a response from Tom Tugendhat to his email on Policing and was considering how to pursue this, either by contacting NFU or going to the Media if no reply was received soon.
- Rob Sellings isn't looking after the churchyard brushes anymore. Clerk to source somebody to maintain, dig out the mud and clean the brushes as and when needed.
- Concerns were raised over parking at Chafford Bridge. There are times when cars are left obstructing the way of large vehicles, such as tractors and emergency vehicles, who struggle to get through. Tractors have had to turn around. It is believed it is residents from the cottages there. If

registration numbers can be provided Clerk will inform Police who can contact the vehicle owners. Alternatively Clerk could write to residents of the cottages requesting they park appropriately.

- It was notes the local roads were closed due to a race but no pre-warning was given and no signs were up. Questioned if this is allowed? Clerk to speak to Highways.

8.25 pm meeting closed.

Date of next meeting – Monday 3rd November 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.**

Payee	Details of payment	Amount
Lucy Fuller Rowell	Lengthsman services Sep 25	£ 100.00
Rachael Turner	Clerk Sept pay	£ 1,019.84
HMRC 120PR02597105	PAYE/NI Sep 25	£ 412.61
Penshurst Village Hall	Booking for Feb 26 meeting	£ 14.00
Oast & Oak Services	Penshurst and Fordcombe closed churchyard	£ 852.85
Complete Weed Control	Weed control Fordcombe Village Centre 11/9/25	£ 234.00
Penshurst Property Partnership	Allotments	£ 7.50
		£ 2,640.80