

Penshurst Parish Council Meeting Draft Minutes

Minutes of the Penshurst Parish Council Meeting held in Penshurst Village Hall on Monday 2nd February 2026, which commenced at 7.00 pm.

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

Also present: Sevenoaks District Councillor Richard Streatfeild and Kent County Councillor Robert Mayall and 4 Members of Public (MOP)

Absent: None

- 1. Apologies for Absence** - None
- 2. Declaration of interests in agenda items** - None
- 3. Minutes** of the 1st December 2025 Penshurst Parish Council Meeting were duly approved by all and signed by the Chairman.
- 4. Matters Arising:**
 - a. Kingdom – Noise Mitigation Measures. Concerns were raised both by MOPs and Councillors regarding the revised measures. There were still noise issues with Kingdom and they have not met the agreed plan, in particular they have not built the sound lobby. Cllr Steatfeild confirmed he had written to SDC on this and Planning Enforcement were on the case. He is aware Kingdom have been invited to engage with Environmental Health on the matter and commented the agreed reporting route, to call and request the noise is reduced, is not working as the phone is rarely answered. Neighbours are suffering from the noise, conditions on the Planning Application have not been met. Decibels are above an acceptable level and the complaints procedure is not working. Residents feel the Council is not listening. Kingdom will continue to hold events and people should continue to report issues. A MOP commented that most local residents were not informed of the proposed changes either. Councillor Campbell confirmed the Review of Noise Mitigation Measures were not an actual planning application and was therefore not open to consultation.

There has also been an application submitted to remove another planning condition to extend the gym opening hours from 7.30 am to start at 6.00 am. Local residents commented they were opening at 6.00 am anyway, there was music that could be heard, beep machine and loud shouting. It was not acceptable or appropriate in an AONB peaceful woodland environment at any time let alone 6.00 am. The gym is open all day until dark so can be heard at all hours.

A MOP commented concerns had been reported over them having not built the external fire escape route from the roof and not having fire marshals at events and that money from Crowdfunders had been gained for the cycle track which they were not building.

- b. Ownership of wall that collapsed in Fordcombe - Cllr Streatfeild confirmed KCC cannot find details on ownership. West Kent Housing are now looking into details to establish if they do in fact own it.

5. Open Session - Some MOP's present participated in discussions at point 4; Matters Arising.
3 MOP's left at 7.43 pm

6. Kent County Councillor Robert Mayall reported the KCC budget had been set with an increase of 3.99% in Council Tax. KCC had achieved 100 million in savings and reduced debts by 6.7 million all without making any cuts to service.

The issue of road maintenance and the huge amount of water leaks, blocked drains and potholes in the area was raised. Councillors asked about quality control of road works, such as filling of potholes and questioned if the work was inspected. An example was given of the large pothole on the B2188 New Road on the approach to Penshurst from Fordcombe. This has been repaired several times which often only lasts a few days. It has caused damage to cars and is dangerous. Cllr Mayall will find out about quality control with regards to potholes.

Councillors also notified Cllr Mayall about the ongoing water leak at Leicester Square that was damaging the road, and that Bradley Road and Coldharbour Road had really bad surfaces too.

Councillor Mayall left the meeting at 8.02 pm.

7. Sevenoaks District Councillor Mr Richard Streatfeild reported that some residents in Fordcombe were impacted by the SE Water outage. Residents had to go to supermarkets to purchase water which was not acceptable. Steps are now in place for a resident distribution centre in Sevenoaks for such occurrences. The new leader of SDC has started and the next phase of the Local Plan will be launched next summer.

Plans are afoot to roll out the new waste service, where households will have 4 bins, one each for: recycling, general waste, food waste and bottles. Cllr Streatfeild commented with regards to potholes; they were often filled as an emergency temporary repair and then should have a permanent repair within 28 days.

Cllr Townsend asked if the cost of Planning Applications had increased. Cllr Streatfeild commented that the costs was usually based on the size of the property.

Councillors asked if the Saturday Bulk Refuse Freighter would be reinstated. The Clerk is to also ask SDC.

8.15pm Councillor Streatfeild left the meeting.

8. Police Update – The new Beat Officer is PC 13782 Patrick McCurry. The Clerk is to confirm how many Beat Officers there currently are allocated to the area.

9. Neighbourhood Report – Councillor Furnell reported the following:

Neighbourhood watch

45% of all crime these days is fraud. Report Fraud is a new agency victims can contact
<https://www.reportfraud.police.uk/> or call 0300 123 2040

Police Crime Commissioners are to be abolished in 2028 [About the APCC -The public's voice in policing](#)

There is also a proposal for a government review to reduce costs by merging 43 forces reduced to 12.

Recent thefts from our parish included the following: Porsche Macan - 3rd Jan, Mitsubishi L200 vehicle (pick-up/van/truck) - 20th Jan, Vehicle was damaged in Forge Close - 12th Jan and a motorbike from Chafford Park and attempted vehicle theft in Glebelands.

10. New Road site update. English Rural apologised they were unable to attend the meeting, however, they had met virtually beforehand with Cllr Campbell and the Clerk. Things are progressing, albeit slowly. Main terms have been agreed in principle with Penshurst Estate. Discussions now need to be had with KCC Highways Team regarding ensuring access is suitable. This has held things up with KCC being slow to respond.

The plan is for 15 houses so the housing needs highlighted in the survey for suitable homes would be met.

There has not been a pre-Application meeting as yet. Once Highways support the access, then an application could be made in the summer with possible consent by the end of the year. The project could possibly be built then in 2027.

Clerk is to contact Highways to confirm support for the development and to urge them to progress with access investigations so it can be moved forward.

English Rural to confirm the Housing Needs Survey continues to be valid as the original survey was conducted some time ago.

11. Finance/Accounts:

- a. **Payments:** Accounts presented for payment at the meeting were approved and payments made between meetings were ratified.
- b. **Finance Update** including approval of bank reconciliations and the spend against year to date budget update was received.
- c. **Grant Applications:** None received for consideration this time.
- d. **The Budget for 26-27** was proposed at the November meeting and approved and set at the December meeting. Duly noted.
- e. **Precept Request** of £50,000 for 26-27 submitted to SDC as agreed at December meeting was noted.

12. To approve and adopt the following:

- a. Updated Standing Orders
- b. Updated Finance Regulations

Proposed: Councillor Howard

Seconded: Councillor Campbell

Approved: Duly approved and adopted.

13. Gatwick Update

*Please see the GACC Newsletter.

Councillor Howard reported that the Judicial Review was last week, GACC are seeking funding support. Councillors recalled a contribution was made by PPC in the last year. Clerk to confirm details.

14. Consider quotes received for works to:

- a. Fordcombe Play Area weed killing – 2 quotes received. Quote accepted from Complete Weed Control who will be appointed to this task.
- b. Deer Fencing for allotments – 2 quotes received out of 5 requested. Quote accepted from Nigel Lorrington who will be appointed for this task.

15. Road safety/Highways update

- a. HIP
 - i. Fordcombe Lane junction visibility (opposite Fordcombe Village Hall) has been raised with Highways as often visibility is very limited when pulling out of the junction due to parked cars. It is unlikely that a mirror will be allowed. Clerk to add to HIP for consideration of a solution by Highways.
 - ii. Penshurst road safety – awaiting response from Highways. Clerk to chase.
- b. Mobile speed indicator device – Location surveys completed by Chair and Clerk and forms submitted for Fordcombe, Lattymers and New Road. These have been passed on to the appropriate team at KCC Highways.

16. Allotments update – new deer fencing is to be installed. Annual rent letter will be going out shortly from the Clerk asking allotment holders to ensure their plot is kept clean, tidy and well cultivated. There will be a site visit in the Spring. Holders will be asked to contact the Clerk should they wish to give up their plot as there is a waiting list in place of keen residents wanting allotments.

17. Clerk Report – Items for noting and information

- a. CPR/Defib training for community – Clerk to chase up provider for potential dates.
- b. Update on request to use Penshurst phone box as book exchange for community. Penshurst Estate have confirmed the land is not theirs but believe the land it is on belongs to Highways. This query on ownership is now with Highways.
- c. Fordcombe School – road safety concerns have been raised by a resident, particularly during pick up and drop off times. Vehicles are speeding through the area, there is a lack of school warning signs and the zig zag lines have faded. Dangerous parking at pick up/drop off has been mentioned too. Clerk has Requested advice from Highways. This will be added to the HIP and line painting reported on the KCC website. Clerk to ask Police to also keep an eye on road safety there.
- d. For clarity, both Parish Council defibrillators are registered on The Circuit. One is on the outside for Fordcombe Village Hall and the other on the outside wall of Penshurst Village Hall. Both are accessible 24/7.
- e. Highways issues –a reminder these can be reported by anyone. If Clerk is needed to report, please give specific details of location and description of the issue. W3W, a picture on a map, the house it is near to, road name etc to aid accurate reporting to Highways.

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. Amended App: Updated Preliminary Ecological Appraisal View Agreed: None | 4 th Feb 26 |
| 26/00090/ CONVAR / 20/01523/FUL | Penshurst Off Road Cycling Grove Road Penshurst Kent TN11 8DU | Development: Removal of condition 2 (hours of operation) of APP/G2245/W/21/3268765 related to 20/01523/FUL View Agreed: Object, however, if approved specific conditions should be observed including; no amplified music outside at any time, headsets should be worn, no bleep machine, no shouting, activity before 7.30 am must be restricted to the decking area only. | 17 th Feb 26 |
| 25/03248/FUL | Keepers Cottage Penshurst Road Penshurst Kent TN11 8HY | Demolition of existing cottage; erection of single storey replacement dwelling with swimming pool, associated landscape works and an air source heat pump. Electric vehicle charging point and bin and recycling store. Amended: Updated Heritage statement View Agreed: None | Amendment 11/2/26 |

Decisions received since last meeting:

| SDC REF | ADDRESS | DEVELOPMENT |
|---------|---------|-------------|
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| 25/02514/FUL | Westover Farm The Lane Fordcombe Kent TN3 ORP | 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. GRANTED |
| 25/03172/FUL & 25/03173/LBC ALT | Penshurst Place Estate Penshurst Road Penshurst Kent TN11 8DG | Construction of a freestanding metal staircase and lift to give disabled access. GRANTED |
| 25/02810/LBC ALT | Woodgates Walters Green Road Penshurst Kent TN11 8HF | Replacement of modern side attached double garage with detached rear secure store, including solar panels. Link attached extension, minor internal alterations including the addition of shower room to the existing second floor bedroom and reconfiguration of the existing drive. Replacement of garden outbuilding. Amended consultation: Updated elevation drawings and a garage removal methodology provided, following consultee comments GRANTED |
| SE/25/03313/ HOUSE | 5 New Road Penshurst Kent TN11 8EH | Demolition of side car port and rear canopy. Erection of two storey side extension and single storey rear extension with rooflights. Alterations 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. Clerk to ask when this will be resolved |
| Water leak | Opposite Fitchetts Farm, Broad Lane, Penshurst | 12/11/2025 | Repaired 12/25 |

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|---|--|--------------------------------------|---|
| Mud/sludge/dirt along edge of road blocking drains. Needs scraping/ sweeping | Fordcombe - Chafford Lane to Broad Lane | 12/11/2025 Road swept 26/1/26 | 911551 Completed |
| 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 Clerk to chase up |
| Blocked drain/ awful smell | Outside Star House, Penshurst. Also reported it coming all the way along High Street to outside Penshurst Village Hall. Intermittent but awful smell | 17/12/2025 | 918067 & 918562 |
| Pothole | Penshurst Road coming from Leigh near side carriageway on bend just past Cinderhill Lane. | 17/12/2025 | 917928 |
| Traffic lights left after roadworks finished | Between Spring Hill Farm and Manor entrance | 18/12/2025 | 918121 |
| Tree overhanging road on telephone wire | Spring Hill Fordcombe. W3w seashell.shipwreck.indicates | 09/12/2025 | 916527 - updated 918395 |
| Water leak - filling cellar at Chafford Arms Pub. Ongoing since 2022. | Chafford Arms Pub, Spring Hill TN3 OSA | 09/01/2026 | WCS5262461 |
| Hedge overgrown and encroaching onto road. Sludge and mud on road surface underneath | Outside Palmers Lodge, The Lane, Fordcombe TN3 ORP | 20/01/2026 | 927430 = KCC 29/1/26 reported no action deemed necessary |
| Hedge overgrown across pavement | 5 Glebelands, Penshurst | 22/01/2026 | Reported to Highways 928469 Reported to |

| | | | |
|--|--|--|----------------------|
| | | | West Kent Housing |
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The following were raised for reporting:

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| Drains blocked with debris and road sweep required | Colliers Bridge, Walters Green Road, Fordcombe and along down Sandfield Road on both sides |
| Drains blocked with debris and road sweep required as 18" of debris along edge | Manor Corner, Spring Hill, Fordcombe W3W simulations.thrones.gums |
| drains blocked and potholes and overgrown hedges both sides | Cleave House to Westover Farm, The Lane, Fordcombe |
| drain run blocked and potholes | Littleshaw, The Lane, Fordcombe TN3 ORP |
| drain blocked | 1 chafford lane, fordcombe TN3 OSP |
| drain blocked | crossroads by Fordcombe village hall w3w hurtles.audibly.requiring |
| pothole | Broad Lane, Fordcombe W3W iterative.slower.plan |
| road surface breaking up, standing water and potholes | B2176 Road between Penshurst and Bidborough W3W almost.forum.beside |

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

- a. Funding requests to be added to March Agenda for consideration for:
 - i. GACC
 - ii. Penshurst Living Archive website – Clerk will await email confirmation of details and also to look into if PPC could host community pages on the website to bring them all together.
- b. Litter pick – Cllr Broad kindly offered to lead a community litter pick. Dates to be confirmed. Clerk to order litter pickers and bin bags, risk assessment and publicise.
- c. Kingdom recently held a Park Run Event. This caused chaos with cars parked along the road, partially blocking access in places and emergency vehicles would have struggled to get through. There was no notification locally of the event or any traffic control or management. Clerk to highlight this to Councillor Streatfeild.
- d. Penshurst Parish Council Facebook page for information – Clerk to create.
- e. Previous Clerk, Evelyn Divall, has received her fruit tree and rose.
- f. Penshurst – vehicles are parked on the bend up to The Forge. It is dangerous. Could West Kent Housing be asked if they can create more parking spaces for their Forge Close properties? Could they move the hedge to enable this?

Meeting closed 9.20 pm.

Date of next meeting – Monday 2nd March 7.00 pm Full Council in Fordcombe 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:

| February 2026 Payments List | | |
|-----------------------------|--|----------|
| Payee | Details of payment | Amount |
| Forvis Mazars | External Audit for year ending 31 March 25 | £ 252.00 |

Payments made between meetings:

| January 2026 Payments List | | |
|----------------------------|--------------------------------------|------------|
| Payee | Details of payment | Amount |
| Defib World | Adult/Pediatric pads Fordcombe Defib | £ 70.99 |
| Lucy Fuller Rowell | Lengthsman services | £ 100.00 |
| Rachael Turner | Clerk Dec 25 pay | £ 1,019.84 |
| HMRC 120PR02597105 | PAYE/NI Nov 25 | £ 412.61 |
| Penshurst Village Hall | Hall hire PPC Meetings- April-Dec 26 | £ 73.50 |
| | TOTAL | £ 1,676.94 |