



# PARISH COUNCIL OF SANDHURST, KENT

Please reply to Julie Horan, Parish Clerk, Old School, Back Road, Sandhurst, Kent TN18 5JS 01580-850273

## To : Members of Sandhurst Parish Council

I summon you to a meeting of Sandhurst Parish Council which will take place on **Tuesday, 09 September 2025 at 19.00 hrs**, when the business detailed on this Agenda will be considered.

## Members of the Public and the Press are welcome to attend this meeting.

At the Chairman's discretion, up to 15 minutes will be set aside for questions from members of the public, each one of whom may be invited to speak for a maximum of 3 minutes in total relating to items on the Agenda or about issues of local concern. They have the right and are welcome to stay and observe the rest of the Meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1. Please inform the Clerk if you wish to film or record the meeting.

Please contact the Clerk if you are unable to attend – Quorum for Council is 3 Members.

**Julie Horan : Parish Clerk**  
**03 September 2025**

## AGENDA

Item	
1.	<b>Apologies for Absence</b> As reported at the meeting.
2.	<b>Declarations of Interest</b> To receive Declarations of Interest on agenda items. Members are reminded that they must inform the Monitoring Officer of any changes to their Notification of Disclosable Pecuniary Interests.
3.	<b>Approval of Minutes</b> To resolve that the Minutes of the meeting of the Council held on 08 July 2025 are a true record of the meeting. The only issue relating to the minutes that can be discussed is their accuracy. To resolve that the Minutes of the Planning Committee meeting held on 29 July 2025 are a true record of the meeting. The only issue relating to the minutes that can be discussed is their accuracy. To resolve that the Minutes of the Planning Committee meeting held on 26 August 2025 are a true record of the meeting. The only issue relating to the minutes that can be discussed is their accuracy.
4.	<b>Councillor Intervention</b>

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<b>5.</b>	<b>Finance &amp; Accounts</b>
	<p><b>Accounts:</b> To approve accounts retrospectively for payment from 01 July 2025 to 31 July 2025 &amp; 01 August 2025 to 31 August 2025 To receive details of receipts from 01 July 2025 to 31 July 2025 &amp; 01 August 2025 to 31 August 2025 To note the bank reconciliation at 31 July 2025 &amp; 31 August 2025</p> <p><b>Forecast:</b> To review the forecast</p> <p><b>Budget 2026/27:</b> Items to be included</p> <p><b>Local Services Pay Agreement:</b> Approve implementation of pay scales.</p> <p><b>External Audit:</b> Review the External Annual Audit Report from Mazars</p>
<b>6.</b>	<b>Privacy/GDPR Policy</b>
	Review/approve policy – JH GDPR Compliant Storage: Review/Approve
<b>7.</b>	<b>ROSPA Reports</b>
	To review and action any recommendations.
<b>8.</b>	<b>Timetable for Hedge Cutting</b>
	Review/Approve Timetable
<b>9.</b>	<b>Grass Cutting Contracts</b>
	Approval for putting the contract out for tender.
<b>10.</b>	<b>Old Orchard Play Area/Playing Field</b>
	Review/Approve quote received for replacement swing seat. Retrospective approval for payment of the invoice for the unblocking of a drain at the playing field.
<b>11.</b>	<b>Unauthorised Encampments</b>
	Update - JH
<b>12.</b>	<b>Ivy Stream Pit/Queen Street</b>
	Approval for the removal of damaging Ivy.
<b>13.</b>	<b>Old School Hall</b>
	Review/Approve quote received to replace taps in the gents' toilets. Window Cleaning: Review/Approve quote.
<b>14.</b>	<b>Outstanding Items</b>
	<b>Grass Matting, Old Orchard Play Area:</b> Review quotes received. <b>Bollards, various locations:</b> Review quotes received.
<b>15.</b>	<b>Speedwatch</b>
	Report - CR
<b>16.</b>	<b>Allotments</b>
	Approve the rent charge for 2026/27

<b>17.</b>	<b>Bench Lower Green</b>
	Update JG/CW
<b>18.</b>	<b>HIP</b>
	Update -JH
<b>19.</b>	<b>Neighbourhood Plan</b>
	Update - KO
<b>20.</b>	<b>Climate Action</b>
	Update - KO
<b>21.</b>	<b>Planning</b>
	<p>There will be an opportunity for members of the public to speak for a maximum of 3 minutes before the planning applications are discussed. Please remember a parish council is a statutory consultee in the planning process but has no statutory powers - only the right to comment.</p>
	<p><b>Application: 25/01439/AGRIC</b>  <b>Address:</b> Land Off Marsh Quarter Lane, Sandhurst, Kent, TN18 5NY  <b>Proposal:</b> Prior Notification of agricultural or forestry development - Proposed access track</p>
	<p><b>Application: 25/01956/FULL</b>  <b>Proposal:</b> (Retrospective) Proposed swimming pool, pump house extension to garage &amp; landscaping.  <b>Address:</b> The Lawns, Rye Road, Sandhurst, Cranbrook, Kent, TN18 5PQ  <b>Comments:</b> 10 September 2025 - Extension granted 15 September 2025</p>
<b>22.</b>	<b>Correspondence to the Clerk</b>

**Julie Horan**

Clerk to Sandhurst Parish Council

**CC: For Information**

County Cllr Claudine Russell  
Borough Cllr Ellen Neville  
Borough Cllr Beverley Palmer  
Borough Cllr Tom Dawlings