



SANDHURST PARISH COUNCIL

To : Members of Sandhurst Parish Council - From Julie Horan Parish Clerk, 04 March 2026

I summon you to a meeting of Sandhurst Parish Council which will take place on **Tuesday 10 March 2026 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.

**AGENDA – Parish Council Meeting
Tuesday 10 March 2026
At The Old School Hall, Back Road, Sandhurst at 7pm**

- 1. Apologies for Absence**
As reported at the meeting

- 2. Declarations of Interest**
To receive Declarations of Interest on Agenda items and Members are reminded that they must inform the Monitoring Officer of any changes to their Notification of Disclosable Pecuniary Interests.

- 3. New Parish Councillor**
To co-opt a new councillor.

- 4. Councillor Resignation**

- 5. Approval of Minutes**
To resolve that the Minutes of the meeting of the Council held on 13 January 2026 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 meeting of the Council held on 10 February 2026 are a true record of the meeting. The only issue relating to the minutes that can be discussed is their accuracy.

- 6. Councillor Intervention**

Please reply to Julie Horan, Parish Clerk, Old School, Back Road, Sandhurst, Kent, TN18 5JS
Tel: 01580-850273 Email: clerk@sandhurstparishcouncil.gov.uk

7. Finance & Accounts

To approve accounts retrospectively for payments from 01 January 2026 to 31 January 2026 & 01 February 2026 to 28 February 2026

To receive details of receipts from 01 January 2026 to 31 January 2026 & 01 February 2026 to 28 February 2026

To note the bank reconciliation at 31 January 2026 & 28 February 2026

Forecast: To review the forecast

Charitable Donations for 2025/26

Direct Debits Review: Review current direct debits

8. Internal Auditor 2025/26

Update – JH

9. Assertion 10

Review/Approve the Retention Policy

10. Annual Review of Documentation

The following documents will be reviewed for approval at the March meeting:

Financial Regulations

Financial Risk Assessment

Asset Register

Standing Orders

Statement on Internal Control

11. Old Orchard Play Area

Review quote received for replacement swing seat – CR

12. Tree Survey

Update.

13. Bike Track

Update - JG

14. Pavilion

Update on enquiries regarding the new water system etc – DR

15. OSH

Update on Acoustics - MG

Discuss OSH flooring/damp

16. Allotments

Agree a new Chair for the Allotment Society.

17. Twinning Association

Hall booking - JG

18. Speedwatch

Report – CR

19. Retrospective Approval

Bench Installation quote £1,728.00

Climate Action Group: Trafalgar Wood Sign £184.38 & Chestnut Sticks £136.00

Replacement of the external tap at the pavilion £155.00

20. Toilet Block

Update on sticking door – DR

21. Highways Improvement Plan (HIP)

Update

22. Facebook

Update – JH

23. Website Audit

Discuss the need for a website accessibility audit.

24. Planning

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.

Application: 25/03013/FULL

Proposal: Construction of roof to cattle collecting yard

Address: Great Ethnam Farm Buildings, Ethnam Lane, Sandhurst, Kent, TN18 5PS

Comments: 13 February 2026

Application: 26/00425/FULL

Proposal: Removal of existing shed; conversion of the existing garage to a workshop & alterations to the external fenestration; conversion of the existing car port to an outdoor dining, erection of a single-storey detached garage; re-routing of existing driveway

Address: Megrim's , Rye Road, Sandhurst, Cranbrook, Kent, TN18 5HP

Comments: 23 March 2026

Draft Rother Local Plan 2025–2042 – Development Strategy and Site

Allocations: Public Consultation under Regulation 18 of The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended)

25. Correspondence to the Clerk