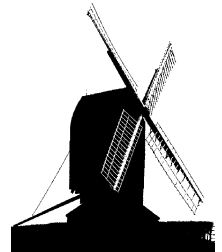


Rolvenden Parish Council



5 Artisan Road
Headcorn
Kent
TN27 9AZ

12 September 2025

Email: clerk@rolvendenparishcouncil.gov.uk

To: Members of the Council.

You are hereby summonsed to attend the Parish Council Meeting of Rolvenden Parish Council to be held in Rolvenden Village Hall on Thursday 18 September 2025 at 7.30pm where it is proposed to transact the business below.

The meeting will be open to the press and public (Public Bodies (Admission to Meetings) Act 1960)

Louise Goldsmith

Louise Goldsmith
Parish Clerk to Rolvenden Parish Council

AGENDA

1. **Intention to Record the Meeting:** To receive any requests to record the meeting.
2. **Present and apologies for absence:** To receive and accept apologies for absence (LGA 1972 S85(1)).
3. **Co-option:** To co-opt any new Members.
4. **Declarations of interest:**
 - . **Disclosable Interests:** Under the Localism Act 2011 to be made relating to items on the agenda.
 - . **Other Significant Interests:** Under the Code of Conduct adopted in May 2021 by the Parish Council, to be made relating to items on this agenda.
 - . **Other Interests:** not required to be disclosed under (a) and (b) but voluntary announcements made only for transparency reasons.
5. **Minutes:**

To consider the minutes of the Parish Council meeting held on the 21 August 2025 and if in order to authorise the Chair to sign as a true and accurate
6. **Ward Member:** To receive any update.
7. **County Councillor Report:** To receive a written report.
8. **Chairman's report:**
9. **Clerk's report:**
10. **Open Session:**

No decision can be taken during this session but the Chair may decide to refer any matters raised for further consideration. Councils cannot lawfully decide any business not specified on the agenda (LGA 1972, sch. 12 para 10 (2) (b))

 - To comment on Agenda items other than Planning Applications
 - To raise new issues with the Parish Council
 - To comment on Planning Applications

11. Planning:

- a) **To consider any planning applications received prior to the meeting.**
NOT/2025/1611: 66-72 West House, High Street, Rolvenden
T1: Walnut to have an overall reduction of 3m and crown lift to 4m.
T2: Crab apple to have an overall crown reduction of 1m.
- b) **To consider any approvals**
PA/2025/1010: Oakfield Lodge, Hastings Road, Rolvenden
Variation of condition 4 (approved plans and documents) of planning permission 19/00931/AS for "Proposed new garage/workshop" to allow changes to scale, layout and fenestration to include garage/store room/home studio/gym and office.
- c) **To consider any refusals:** None to consider.
- d) **Withdrawn:** None to consider.

12. Parish Matters

- a) **Monypenny Proposals**
To receive any update.
- b) **Local Plan**
To receive an update on the Regulation 18 Consultation.
Infrastructure Needs Statement/S106 Contributions
- c) **RoSPA Annual Inspection**
- d) **Neighbourhood Watch/Kent Police**
To receive an update on recent incidents.

13. HIGHWAYS/PROW

- a) **Highways Improvement Plan:** To receive an update.
- b) **Reported Faults/New Faults**
- c) **KCC Highways and Transportation Autumn Seminar**

14. Finances

- a) To note the completion of the limited assurance review for the year ending 31 March 2025
- b) Notice of Conclusion of Audit
- c) S106 funding update
- d) Annual Review of the Risk Assessment
- e) Policy Review: Equality and Diversity
- f) National Pay Award for the Clerk
- g) Neighbourhood Plan Funding: To receive an update
- h) To receive the accounts as at the 31 August 2025
- i) To receive the bank reconciliation as at the 31 August 2025
- j) To receive a list of payments for approval.

15. External Meetings

- a) The Thoburn Trust
- b) Neighbourhood Development Plan Steering Group
- c) Rolvenden Village Hall
- d) KALC Ashford Area Committee

16. Items for the next meeting

17. Correspondence/Consultations

Leader Briefing: Local Government Reorganisation Update
KALC AGM: Call for Motions
Parish Forum 24 November 2025

18. Any Confidential Items

19. Date of the Next Meeting:

Parish Council Meeting: Thursday 16 October 2025 at 7.30pm