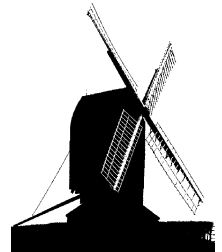


# Rolvenden Parish Council



5 Artisan Road  
Headcorn  
Kent  
TN27 9AZ

15 August 2025

Email: [clerk@rolvendenparishcouncil.gov.uk](mailto: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 21 August 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. **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.
4. **Minutes:**

To consider the minutes of the Parish Council meeting held on the 17 July 2025 and if in order to authorise the Chair to sign as a true and accurate
5. **MP Katie Lam:** MP Katie Lam is due to attend the meeting.
6. **Ward Member:** To note the resignation of Ward Member Kate Walder.
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.**

**OTH/2025/1368: Great Maytham Hall, Maytham, Road, Rolvenden**

T1 Oak – upper crown reduction of 4-5 metres, opposite side limbs reduction of 2-3 metres and reduce the northwest of tree by 2-4 metres. Reason for works – rebalance tree and improve safety and long term stability.

**OTH/2025/1341: Great Maytham Hall, Maytham Road, Rolvenden**

T1 Fir Tree – reduce the height of the tree from approximately 80ft to 24ft for safety reasons due to tree damage.

**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.

**PA/2025/0769: Hexden Marsh, Hastings Road, Rolvenden**

Extension to existing aircraft hangar including two-storey extension to include facilities and viewing platform and construction of helicopter landing area.

- b) **To consider any approvals:** None to consider.  
c) **To consider any refusals:** None to consider.  
d) **Withdrawn:** None to consider.

## **12. Parish Matters**

- a) **Monypenny Proposals**

To receive an update from ABC.

- b) **Local Plan**

To receive an update on the Regulation 18 Consultation.

- c) **Vacancy on the Parish Council**

- d) **Tree Walkabout:** To receive feedback.

- e) **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**

## **14. Finances**

- a) S106 funding update  
b) To discuss the funding of the Neighbourhood Development Plan review and to approve an application for a Member Grant and for the Parish Council to fund any shortfall.  
c) Clerks Appraisal: To receive an update.  
d) Clerk's Pension  
e) To receive the accounts as at the 31 July 2025  
f) To receive the bank reconciliation as at the 31 July 2025  
g) 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**

- a) National Highways & Transport Network - Public Satisfaction Surveys

## **18. Any Confidential Items**

## **19. Date of the Next Meeting:**

Parish Council Meeting: Thursday 18 September 2025 at 7.30pm