



Rolvenden Parish Council

Minutes of a meeting of Rolvenden Parish Council held in Rolvenden Village Hall on Thursday 15 January 2026 at 7.30pm.

Present: Cllr. S. Bryant (Chairman for this meeting), Cllr. M. Gilchrist, Cllr. G. Hodge, Cllr. L. Walker
In attendance: Louise Goldsmith, Parish Clerk
PS Daniel Edge and 4 members of the public.

Louise Goldsmith Parish Clerk
5 Artisan Road
Headcorn
Kent
TN27 9AZ

clerk@rolvendenparishcouncil.gov.uk

1399. Intention to record the Meeting:

There were no intentions to record the meeting.

1400. Apologies for Absence:

An apology for absence was received from County Councillor Wayne Chapman, Cllrs. Balch, Geerts and Hinge and the reasons for absence were accepted.

1401. Declarations of interest:

Cllr Bryant noted an interest in the War Memorial Trust.

1402. Minutes of the meeting of the 10 December 2025

Resolved: That the minutes of the Parish Council meeting held on the 10 December 2025 be approved and confirmed as a true record.

1403. Ward Member/County Councillor Report: There was no report.

1404. County Councillor Report:

A report from County Councillor Wayne Chapman was noted and will be placed on the website.

1405. Chairman's Report

Cllr. Bryant thanked everyone involved with the installation of the Christmas Tree and advised that the skip that has been on St Mary's Green for many months has now been removed.

1406. Clerk's report:

The Clerk advised that the Charity Commission is now satisfied that THE THOBURN LAND TRUST is a charity and it has been entered onto the Register of Charities with the Registered Charity Number 1216472.

1407. Open Session:

A member of the public complained about the condition of Hastings Road and that water dangerously collects on it. A member of the public reported that the hedges both on the High Street by the shop and up to Rolvenden Layne are blocking the footpath.

Pixs Lane: A car has demolished the hedge and signage.

A member of the Neighbourhood Development Plan Steering Group explained the background to a proposed call for sites initiative.

Kent Police Report

PS Daniel Edge attended the meeting and advised Members that an Anti-Social Behaviour Order has been recently served on a resident at Monypenny and that since then the situation has improved. PS Daniel Edge advised Members that Kent Police are working on a speed reduction initiative and asked for hotspot areas to be reported to PC Darren Laker. Catapulting is an ongoing issue and PS Daniel Edge encouraged members of the public to report any incidents in particular any that involve wildlife. Kent Police is working closely with Tenterden Town Council and looking to introduce Public Space Protection Orders to try and stop catapulting. In addition the Child Protection Team continue to work with the schools to educate children on the dangers of catapulting. PS Daniel Edge advised Members that Kent Police currently have a campaign to tackle rural crime and are working closely with forces in neighbouring counties to tackle crime that affects them all such as catapulting. PS Daniel Edge urged everyone to report any concerns on

'My Community Voice'. A recent incident involving the theft of some quad bikes was raised by Cllr. Bryant. Beat Officer Darren Laker will be attending the Farmers Market in the hall on Thursday 19 February 2026 and the Rural Task Force Team will also be attending and will be demonstrating how to mark property securely.
8.06pm PS Daniel Edge left the meeting

1408. Planning:

a) To consider any planning applications received prior to the meeting

PA/2025/2307: Mias, Frensham Road, Rolvenden Layne,

Proposed detached outbuilding, proposed chimney flue and solar panels to side elevation.

Resolved: No objection.

PA/2025/2305: Rolvenden Primary School, Hastings Road, Rolvenden.

Variation of condition 2 (approved plans), removal of condition 7 (BNG habitat) and 9 (removal of temporary car park and outbuildings) of planning permission PA/2025/0156 for Proposed single storey rear and side extensions and permission to use part of a field as a temporary car park during the construction works to allow for changes to temporary car park and BNG now being exempt.

Resolved: Support.

b) To consider any approvals: None to consider.

c) To consider any refusals: (RPC recommendation in italics)

PA/2025/1988: Land 20m Northeast of 55-59 Maytham Road, Rolvenden

Outline application for a One-and-a-half-storey self-build dwelling and detached garage with all matters reserved.

Resolved: Strongly object. The site is in the conservation area, outside the build confines of the parish. The site is adjacent to a row of Listed Building Cottages. We feel that the description of the site is misleading as this is not a garden. We object on the basis that we believe this proposal will significantly harm the character of the area and goes against Ashford Borough Council's own policies HOU10b and HOU2 and the policies within our own Neighbourhood Plan, RNP1 clauses a,b and 10 and RNP3 and RNP5.

d) Withdrawn: None to consider.

e) Appeals

PA/2025/0720: 60A High Street, Rolvenden

Single-storey side extension, 1.9 metre high replacement garden wall, changes to fenestration, external alterations, including the creation of hardstanding and new vehicular access from the High Street. It was noted that the Planning Inspectorate has advised that the appeal will be determined on the basis of written representations.

1409. Parish Matters.

a) Local Plan

Between August and October 2025 ABC ran a consultation on the draft Ashford Local Plan 2042. The consultation focused on setting out the Council's 'direction of travel' for the emerging Local Plan, including setting out ambitions and intentions for sustainable development in the borough. As part of this consultation, ABC also reopened the Call for Sites, which invited residents, landowners and developers to submit sites for consideration for allocation within the emerging Local Plan. The Clerk advised that ABC have now published on their website the comments that have been received from the Local Plan consultation and the sites submitted through the Call for Sites exercise.

b) Neighbourhood Development Plan

Proposal from the Steering Group for a call for sites for an affordable housing scheme.

The consultant supporting the Neighbourhood Development Plan Steering Group has advised that the proposal is not seeking to allocate sites, beyond retaining one site (Conex) from the current neighbourhood plan. The Clerk explained that the Steering Group is not allocating sites, as that this constitutes an extensive piece of work, and the central government funding for neighbourhood planning groups that would have supported this was withdrawn in June last year. The Call for Sites document tabled today has been put together as a result of a request following a meeting with the Affordable Housing team at Ashford who would like to identify a site for the relocation of Monypenny, (this would need to accommodate 35-40 units, predominantly affordable). The plan would be then to refurbish and retain the Monypenny site as affordable homes and develop the Glebe site (for circa 6 affordable units) and develop the Vicarage site (for circa 8 units).

Resolved: To approve the proposal from the Neighbourhood Development Plan Steering Group for a call for sites for an affordable housing scheme and to approve the proposed 'call for sites' document.

c) Assets of Community Value:

Members considered information circulated by the Clerk about the benefits of registering assets of community value. It was agreed to defer this item to the next meeting.

d) KALC Community Awards 2026

Resolved: To discuss this as a confidential item.

e) **Pre-School**

It was noted that Cllr. Hodge has met with representatives from the pre-school and discussed an action plan which will be tabled at the next Village Hall Management Committee Meeting. The pre-school need help with some administrative tasks. Cllr. Walker reported that 'The Christmas Tractor Run' had raised £2,350.00 which has been split between the pre-school and Friends of Rolvenden School.

f) **Annual Litter Pick 7 March 2026:**

Cllr. Bryant advised that the annual litter pick will be taking place on Saturday 7 March 2026 at 9am, meeting at The Bull. The Clerk to assist with advertising the event on social media.

g) **Neighbourhood Watch/Kent Police Update**

Sian Reeves, Rolvenden Neighbourhood Watch, gave the following report.

PC Darren Laker has been busy and stopped and arrested a disqualified driver in St Michaels and also stopped and arrested another driver in Tenterden with no insurance. Doorstep theft appears to be an issue. Some wood was stolen from outside the shop and various plants and ornaments have been taken from outside other properties. Sadly, there has been further vandalism in the churchyard. A drone was also noticed flying over the school which was of concern.

Ongoing and new Fraud/Scams to be aware of:

Information in my monthly Rolvenden Parish magazine article and sent to Rolvenden Neighbourhood Watch members: police impersonation scam; rogue traders; fraudulent parking notices scam; voice cloning scam; fake bank notes.

1410. HIGHWAYS/PROW

a) **Highways Improvement Plan/Community Engagement Officer update**

The Clerk reported that the Community Engagement Officer is leaving the role on the 13 February 2026 and that a replacement has not yet been appointed. KCC has requested that any non-urgent requests wait until the start of the new financial year and that they will not be able to consider any new schemes until late Spring.

b) **Faults**

Maytham Road: large pothole on the bend.

Gatefield Cottages Sign is damaged.

Halden Field sign is damaged.

A28 drains: Clerk to check the cycle for cleaning.

1411. Finances

a) **To receive the bank reconciliation as at the 31 December 2025**

b) The bank reconciliation as at the 31 December 2025 was noted. In the absence of a signatory been present the bank reconciliation was checked and signed by Cllr. Bryant in accordance with the financial regulations.

c) **To receive a list of payments for approval**

Cllr. Bryant checked the invoices against the payment schedule, (appended to the minutes), and it was **resolved** for Cllrs. Green and Hinge to authorise the payments online. The authorised schedule was initialled immediately below the last item by Cllr. Bryant in accordance with the financial regulations.

1412. External Meetings

a) **Thoburn Trust Meeting:**

There has been no meeting.

b) **Neighbourhood Development Plan Steering Group**

It was noted that the Steering Group will be holding a public consultation event on the 14 and 15 February 2026. The Steering Group has also arranged a Planetarium event to inform the community about the importance of dark skies and the problem of light pollution. High Weald National Landscape are funding the cost of the mobile planetarium. The event will be held in the village hall on Friday 6 February 2026 and will be ticketed for the community presentations owing to the limited number of places and a nominal fee of £2 will be charged. The proceeds of the ticket sales will fund prizes for the Dark Skies poster competition at the school.

c) **Rolvenden Village Hall:**

There has been no meeting. The next meeting is due to be held on the 5 March 2026.

d) **KALC Ashford Area Committee:**

It was noted that the next meeting will be held on Wednesday 28 January 2026.

1413. Items for the next meeting

Cllr. Hodge gave her apologies for the next meeting.

1414. Correspondence/Consultations

Meet your County Councillor Events

Ashford Borough Council 2026/27 Budget Consultation.

Part 2 Exclusion of Public and Press – In accordance with Section 1(2) of the Public Bodies (Admission to meetings Act 1960), the public and press be excluded from the meeting by the reason of its confidential nature.

The meeting closed to the public at 8.45pm

1415. Confidential Item

Code of Conduct Complaints: The Clerk reported that the Monitoring Officer has now written his report and that this will be presented to the Standards Committee at ABC due to be held on the 3 February 2026.

1409 (d) KALC Community Awards 2026

Members considered two nominations.

Resolved: To nominate Sylvia Kellett for the KALC Community Award 2026.

1416. Date of the next Parish Council Meeting:

Thursday 19 February 2026 at 7.30pm.

There being no further business the meeting closed at 8.55pm

Signed: Date:

BACS Payments for Approval January 2026

Reference	Payee	Invoice	Description of Transaction	Gross
51/25	Louise Goldsmith		Expenses	55.70
52/25	M I Payroll		Payroll Services	25.00
53/25	A J Eardley	AEC0410	Neighbourhood Plan Consultant	3000.00
DD	Unity Trust		Monthly Charge	6.00
DD	Hugo Fox		Website	11.99
DD	Hugo Fox		Email Accounts	20.99
DD	HMRC		Clerks Tax and NI (paid quarterly)	193.98
SO	Louise Goldsmith		Salary	586.25
		Total		3899.91

Receipts: December 2025

Date		Amount
18/12/2025	Grounds Maintenance Contribution PCC	3465.60
15/12/2025	Grounds Maintenance Contribution War Memorial	274.00
12/12/2025	KCC Member Grant	500.00

Bank Reconciliation as at 31 December 2025

Opening balance	£13,975.76
add receipts	£64,162.31
	<u>£73,898.47</u>
less payments	£41,089.07
Balance	<u>£37,049.00</u>

Chairmans signature.....