HARRIETSHAM PARISH COUNCIL

I hereby give notice that the Annual Meeting of Harrietsham Parish Council will be held on **Wednesday 27th May 2026** in the **Booth Hall** at **7.30pm. Members are summoned to attend.**

Amanda Broadhurst
Mrs A Broadhurst
Parish Clerk

Public Discussion
Public Discussion, for a maximum of 15 minutes, is at the discretion of the Chair. In accordance with Standing Order 3, Parishioners may address the meeting with regard to an item on the Agenda (time limited to 5 minutes per person). A question shall not require a response at the meeting, nor start a debate.

AGENDA

1. **To Elect a Chair**
   To receive and consider nominations for Chair

2. **To Receive the Chair's Declaration of Acceptance of Office**

3. **To Elect a Vice-Chair**
   To receive and consider nominations for Vice-Chair

4. **Apologies** – *To receive and accept apologies for absence*
   Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting, Under Section 85(1) of the Local Government Act 1972. The Members present must decide whether the reason(s) for a member's absence shall be accepted.

5. **Minutes of Full Council Meeting held on 29th April 2026** – *To consider the Minutes and, if in order, to authorise the Chairman to sign as an accurate record.*

6. **Declaration of Interests**
   Members who have an interest to declare on any items on the agenda must declare the existence and its nature at the start of the meeting and act in accordance with the Localism Act 2011 s27 and the Council's Code of Conduct.
   - Changes to the Register of Interests
   - Declarations of Pecuniary Interest
   - Requests for Dispensation

7. **Items to be taken in Closed Session**
   To determine if any items on the Agenda should be taken with the public exclusion of the Press and Public: To resolve that, in accordance with the Public Bodies (Admission to Meetings) Act 1960 Section 1(2), and by reason of the confidential nature of the business, the Press and Public shall be excluded from the meeting.
   - Agenda Item 25 – Parish Council Land Matter

8. **To Approve Committees, Working Parties & PC Representatives**

9. **General Power of Competence (GPC)** – *To consider the adoption of the General Power of Competence*

10. **Planning**

10.1 Planning Decisions – Outstanding with MBC

24/500007/FULL – Mount Farm, Greenway Forstal
Demolition of 5no. Existing commercial buildings (referred to in the submitted details as buildings 02-06), erection of 2no. single storey buildings for use as a winery and a vistors centre, and part demolition, conversion and extension of the existing dwelling (building 01) to form a 19no. bedroom hotel, with associated parking, landscaping and widening of the existing agricultural access between Forstal Land and Ashford Road in connection with providing access to the proposed development
HPC Recommendation: ***No Objection***

25/503929/OUT – Land North of West Street
Outline application (with all matters reserved except access) for erection of up to 50 dwellings, including access formed from West Street, parking, associated infrustructure and landscaping.
HPC Recommendation: ***Refusal***

26/500884/FULL – Glebe Medical Centre, Church Road
Installation of Pharmabox and associated works including lighting, CCTV and new hardstanding
HPC Recommendation: ***Parish Council is Applicant; letter sent supporting the Surgery***
26/501299/FULL – 5 Northdowns View
Garage conversion, erection of a single storey rear extension and changes to fenestration
HPC Recommendation: ***Approval***
26/501101/LBC – Greenway Forstal Farmhouse, Greenway Forstal
Listed Building Consent for Structural repair/replacement of the first floor joists of the building to replace decayed joist ends and repair tp the right flank chimney, including repointing in NHL 3.5 lime mortar
HPC Recommendation: ***Approval***
26/501460/FULL – Harrietsham School (new development site known as Hilton Court), Ashford Road
Section 73 - Application for minor material amendment of approved plans conditon 2 (to allow retention of part of old school canteen building for use as an amenity outbuilding for Plot 3) pursuant to 22/501407/FULL - Change of use of existing school to provide 2no. 3 bedroom dwellings, including erection of a single storey rear extension and insertion of rooflights and a dormer. Erection of a detached 4 bedrooom dwelling with double garage, widening of existing vehicle entrance to Church Road, and new landscaped access roads, gardens and perimeter walls (allowed on appeal)
HPC Recommendation: ***Approval***
26/501520/FULL – Bedfont Scientific, Station Yard, Station Road
Section 73 - Application for minor material amendment of approved plans condition (to allow changes to internal layout and window and door positions) pursuant to 23/505367/FULL for - Section 73 - Application for Minor Material Amendment to approved plans condition 2 (Plan layout and external appearance of proposed building altered to improve design and better suit applicant's needs) pursant to 22/505761/FULL (Erection of two-storey industrial unit, comprising of office space, storage and showroom, with associated parking)
HPC Recommendation: ***Approval***
26/501600/LDCEX – Glenrafon, Marley Road
Lawful Development Certificate for existing siting of a caravan for use ancillary to the main dwelling
HPC Recommendation: ***Object to application***
26/501461/FULL – Harrietsham School (new development site known as Hilton Court), Ashford Road
Section 73 - Application for minor material amendment of approved plans conditon 2 (to allow replacement windows to school building) pursuant to 22/501407/FULL - Change of use of existing school to provide 2no. 3 bedroom dwellings, including erection of a single storey rear extension and insertion of rooflights and a dormer. Erection of a detached 4 bedrooom dwelling with double garage, widening of existing vehicle entrance to Church Road, and new landscaped access roads, gardens and perimeter walls
HPC Recommendation: ***No objection***
26/501580/FULL – 1 Faribourne Manor Cottage, Fairbourne Lane
Removal of 2no. existing sheds. Erection of a single storey timber garden room/office
HPC Recommendation: ***Approval***

10.2 Other Planning Matters

11. Environmental

11.1 Other Environmental Matters

- Allotment Clearance (To approve) - *Clerk*
- Outstanding Allotment Invoice (To receive an update) - *RFO*

12. Finance

12.1 To Approve the Income and Expenditure spreadsheets

12.2 Other Financial Matters

- Annual Insurance Renewal

13. Highway Matters (To receive a report) – *Highways Group*

14. Big Lunch (To receive any update) – *Cllr Dean*

15. MBC Road Name Request for Land at The Rectory, Church Road (To discuss/approve) – *Clerk*

16. Replacement 4 bay Swing for the Glebe Field Strategic Play Area (To approve) – *Clerk*

17. Request to Hold an Event on Millenium Field (To discuss/approve) – *Clerk*

18. Mobile Post Office (To receive an update) – *Clerk*

19. Glebe Medical Centre Replacement First Floor Window Units – Clerk/Cllr Donley

20. Parking on the Glebe Field for the North Downs Walk (Sunday 13th June 2027) – *Clerk*

21. Quotation for the Gutters to be cleared at the Medical Centre - *Clerk*

22. Future Events (To note)

23. Items for Future Consideration *(Completed form to be submitted to Clerk prior to meeting)*

24. Date of Next Meeting – Wednesday 24th June 2026 at 7.30pm in the Booth Hall

In accordance with the Public Bodies (Admission to Meetings) Act 1960 Section 1(2), and by reason of the confidential nature of the business, the Press and Public shall be excluded from the meeting for the following Agenda Items.

25. Parish Council Land Matter