

# HILDENBOROUGH PARISH COUNCIL

Pavilion and Recreation Ground – Riding Lane – Hildenborough – TN11 9HY

Telephone: 07818 329029

Email: [clerk@hildenboroughparishcouncil.gov.uk](mailto:clerk@hildenboroughparishcouncil.gov.uk)

Website: [www.hildenboroughparishcouncil.gov.uk](http://www.hildenboroughparishcouncil.gov.uk)

Members of Hildenborough Parish Council are summoned to a Parish Council Meeting to be held in the Finzi Room of Hildenborough Village Hall, Riding Lane at 7.30pm on **Wednesday 13<sup>th</sup> November 2024**.

*Julia Church*

**PUBLIC SESSION:** County and Borough Councillors and local residents are invited to make comment, ask questions or put forward ideas during the first 15 mins at a maximum of five minutes each.

## **PARISH COUNCIL MEETING AGENDA** **WEDNESDAY 13<sup>th</sup> November 2024**

- 11/1 Apologies and reasons for absence
- 11/2 Declaration of Personal or Prejudicial Interests
- 11/3 Declaration of gifts and hospitality
- 11/4 Minutes of the Parish Council Meeting held on Wednesday 9<sup>th</sup> October 2024 for agreement and signature if a true record
- 11/5 Matters arising from the Minutes of October's Meeting
- 11/6 Clerk's Report to include Maintenance Contractor's Progress Report
- 11/7 To approve the updated Emergency Plan 24/25
- 11/8 To approve Cllr Gorman's absence from Parish Council meetings for the period 1<sup>st</sup> November 2024 to 26 April 2025 due to work commitments in South Africa.
- 11/9 Items to be considered under item 11/17 Confidential Matters below
- 11/10 **FINANCE**
  - 10.1 To receive, approve and sign a report detailing bank reconciliation prepared by the RFO for October 2024
  - 10.2 To review and approve items of payments and receipts in October and November 2024
  - 10.3 Recommendations from Finance Committee
    - 10.3.1 Draft budget for 2025/26 to be agreed including future projects.
    - 10.3.2 Donations listed in Finance Committee Minutes for agreement.
    - 10.3.3. Level of charges for use of Recreation Ground for 2025
    - 10.3.4 Staff salaries and expenses to be agreed for 2025/26
    - 10.3.5 Bank signatories for 2025/26 for agreement
    - 10.3.6 Bank accounts and reserves for agreement
    - 10.3.7 Approval of updated Financial Regulations
    - 10.3.8 Approval of updated Risk Assessment

**10.3.9 New members to join Finance Committee**

**10.3.10 Approval of renewal of membership of SLCC (“Society of Local Council Clerks”) at a cost of £188**

**10.4 Recommendations from the Open Spaces Group:**

**10.4.1 To approve future projects**

**10.4.2 To approve the quote from GeoSmart to carry out a Flood Risk Assessment of the Village Green.**

**11/11 OPEN SPACES**

**11.1 To consider the purchase of a recycled plastic park bench from the Futurform Clearance Sale**

**11.2 To note the decisions and expenditure agreed at the October Open Spaces Committee Meeting.**

**11/12 HIGHWAYS**

**12.1 To consider any recent updates to the HIP.**

**12.2 To consider draft Pre-Consultation Engagement survey regarding the installation of double yellow lines on London Road opposite the Harvest Garage.**

**12.3 To consider adding the introduction of traffic calming measures on the B245 close to the junction with Watts Cross Road to the HIP.**

**11/13 ITEMS FOR CONSIDERATION**

**13.1 To consider three x quotes for a speed warning sign for installation on Riding Lane.**

**11/14 ITEMS FOR DISCUSSION**

**14.1 Request by Volker Stevin for names of local organisations and charities that may like to be considered for financial support.**

**11/15 PLANNING**

**15.1 To note planning applications considered and commented on the Council’s behalf received since 14 October 2024**

<b>APPLICATION NO</b>	<b>ADDRESS</b>	<b>PROPOSED APPLICATION</b>	<b>COUNCIL COMMENT</b>
24/01512	Land adjoining 24 Mount Pleasant, Hildenborough, Tonbridge.	Tree Surgery	Council could not comment as application was made on its behalf
24/01515	Recreation Ground, Riding Lane, Hildenborough, Tonbridge.	Tree Surgery	Council could not comment as application was made on its behalf
24/01493	Thurland, Mill Lane, Hildenborough, Tonbridge TN11 9ILU	Flat conversion	No Comment
24/01511	Land at West Wood, Tonbridge Road, Hildenborough, Tonbridge.	Tree Surgery	Council could not comment as application was made on its behalf
24/01533	One Stop Stores, 188 Tonbridge Road,	Replacement of signage	No Comment

	Hildenborough, Tonbridge TN11 9HR		
24/01574	Greentrees, Vines Lane, Hildenborough, Tonbridge, TN11 9LT.	Tree Surgery	No Comment
24/01566	Hawden Farm, Hawden Lane, Hildenborough, Tonbridge.	Amendment to planning permission to remove hedge section	No Comment
24/01507	Great Hollanden Farm, Mill Lane, Underriver, Sevenoaks	Consultation by Sevenoaks DC re change of use	Comment
24/01528	Carisbrooke, 116A Tonbridge Road, Hildenborough, Tonbridge, TN11 9EN	Tree Surgery	No Comment
24/01588	Smallholding at The Hutchings, Leigh Road, Hildenborough, Tonbridge	Non-material amend to planning permission	Parish Council could not comment as it had declared an interest
24/01591	St John's Church, Tonbridge Road, Hildenborough, Tonbridge.	Tree Surgery	Parish Council could not comment as it had declared an interest
24/01523	Sevenacre, Mill Lane, Hildenborough, Tonbridge TN11 9LU	Construction of self- build dwelling	Comment
24/01565	High Barn House, 100 Tonbridge Road, Hildenborough, Tonbridge TN11 9BT	Erection of extension	No Comment
24/01630	Lytlewood and Russetings, Riding Lane, Hildenborough, Tonbridge TN11 9LR	Section 73 application	No comment
24/01556	Land North of Fir Tree Farm, Riding Lane, Hildenborough, Tonbridge	Erection of replacement stables	No Comment
24/01622	Delabole, 47 Mount Pleasant, Hildenborough, Tonbridge TN11 9JJ	Erection of extension	No Comment
24/01656	109, Sackville School, Tonbridge Road, Hildenborough, Tonbridge, TN11 9HN	Tree Surgery	
24/01705	47 Brookmead, Hildenborough, Tonbridge TN11 9DW	Dropped kerb and driveway	

24/01740	41 Hill View Road, Hildenborough, Tonbridge TN11 9DD	Proposed Single storey pitched roof rear extension with Velux rooflights to create Kitchen /Dining room, first floor pitched roof side extension over existing Garage to form Bedroom, conversion of existing garage into Studio/Study, Shower room and Utility Room, associated internal alterations and provision of two new parking spaces on properties frontage.	
24/01732	Bank Wood, Bank Lane, Hildenborough, Tonbridge TN11 8NR	Prior Notification under Schedule 2 Part 6 Class E : Erection, Extension or Alteration of a Building/Road for Agricultural or Forestry use.	
24/01736	Paddock End, Riding Lane, Hildenborough, Tonbridge TN11 9LN	Proposed two storey and single storey side extension.	

#### **11/16 ITEMS FOR INFORMATION ONLY**

- 16.1 Correspondence**
- 16.2 Notes from Member representatives**
  - 16.2.1 Village Hall representative**
  - 16.2.2 Parish Partnership Panel**
  - 16.2.3 KALC**
  - 16.2.4 Police**
  - 16.2.5 Training undertaken during October**
  - 16.2.6 Councillor feedback from 12 November visit and representative for Farmers' Market on 10 December 2024.**
- 16.3 Items for Parish Council Communications**

**The Chair to move that the press and public to be excluded from the remainder of the meeting.**

#### **11/17 CONFIDENTIAL ITEMS**