

HILDENBOROUGH PARISH COUNCIL

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

telephone: 07818 329029

email: clerk@hildenboroughparishcouncil.gov.uk

website: www.hildenboroughparishcouncil.gov.uk

Dear Councillor,

You are summoned to the Parish Council Meeting to be held in the Finzi Room of Hildenborough Village Hall, Riding Lane on **Wednesday 9th September 2026 at 7:30pm**, at which your attendance is required.

All meetings and agendas are open to the public, except where confidential information is being discussed. The agenda of the meeting will identify whether any meeting, or part of the meeting, is not open to the public and explain why.

Seating for the public will be allocated on a first come, first served basis and cannot be guaranteed. If you would like to attend the meeting in person, please contact the Parish Clerk at clerk@hildenboroughparishcouncil.gov.uk.

Members of the public may speak under the Public Open Session, providing notice has been given of their intent to speak to the Parish Clerk. Speeches will not be permitted to exceed 5 minutes per speaker unless by a resolution of the Council.

PUBLIC SESSION: County and Borough Councillors and local residents are invited to make comment, ask questions or put forward ideas during the first 15 minutes, subject to a limit of 5 minutes per speaker.

PARISH COUNCIL MEETING AGENDA

WEDNESDAY 9th SEPTEMBER 2026

1. Apologies and reasons for absence.
2. Declaration of Personal or Prejudicial Interests.
3. Declaration of gifts and hospitality.
4. To co-opt a Member onto the Parish Council.
5. Minutes of the Meeting held on Wednesday 8th July 2026, for agreement and signature if a true record.
- 5.1 Minutes of the Extraordinary Meeting of the Full Council held on Tuesday 1st September, for agreement and signature if a true record.
6. Clerk's Report – to include the maintenance contractor's progress report and other information and actions.

7. FINANCE

- 7.1 To receive, approve and sign a report detailing the bank reconciliation prepared by the RFO for July and August 2026.
- 7.2 To review and approve items of payments and receipts in August and September 2026.
- 7.3 RFO to update Councillors on expenditure and the forecast year-end position, and the implications this will have for the year-end accounting and audit process.

- 7.4 To review the actions taken under the delegation of powers to the Emergency Committee during August.

8. OPEN SPACES – updates within Clerks report.

9. PLANNING

- 9.1 To note planning applications considered and commented on, on behalf of the Council, since the previous meeting.
- 9.2 To approve the proposed panel of advisers across relevant disciplines, and to note the indicative pricing obtained.
- 9.3 Regulation 19 Local Plan —To review the cost from WWA planning consultants and to approve expenditure for the preparation and submission of the Parish Council's formal Regulation 19 representation along with the drafted brief to submit to WWA.
- 9.4 To review the Planning budget and, if required, approve a mid-year virement.
- 9.5 Regulation 19 Local Plan — public engagement and information distribution: delegation of authority. To delegate authority to the Clerk, in consultation with and subject to the approval of the Chairman and Vice-Chairman, to plan and deliver public engagement and the distribution of information to residents in respect of the Regulation 19 Local Plan consultation.
- 9.6 To consider the draft formal response to Southeast Water regarding their drought plan consultation.
- 9.7 To consider the appointment of a highways consultant to conduct a highways assessment in connection to planning application 26/00899/FUL at Great Hollenden Farm

10. ITEMS FOR CONSIDERATION

- 10.1 Remembrance Sunday, 8th November 2026 – to appoint a Councillor to lay the poppy wreath on behalf of the Parish Council.
- 10.2 To review the Highway Improvement Plan and resident suggestions that have been received and agree proposed amendments.

11. ASSET ACQUISITION

- 11.1a To consider registering an interest in the Public Car Park on Riding Lane title plan K357759.
- 11.1aii To review and approve the drafted letter to TMBC for the registration of interest for the Public Car Park on Riding Lane.
- 11.1aiii To review and approve the relevant documents and letters for gathering local stakeholder feedback.
- 11.2ai To consider registering an interest in the War Memorial title plan K955048.
- 11.2aii To review and approve the drafted letter to KCC for the registration of interest for the Hildenborough War Memorial, Foxbush Corner, London Road.
- 11.2aiii To review and approve the relevant documents and letters for gathering local stakeholder feedback.
- 11.3ai To consider registering an interest in the Library, Riding Lane, Title Plan K489180.

11.3a ii To review and approve the drafted letter to KCC for the registration of interest for the Library, Riding Lane.

11.3a iii To review and approve the relevant documents and letters for gathering local stakeholder feedback.

12. ITEMS FOR INFORMATION ONLY

12.1 Correspondence

- Hildenborough Conservation Group approved coppicing work from TMBC to 31st December 2030
- EJP Fire Extinguisher Certificate – Pavilion
- KCC response to B245 Crash Data
- KCC response to blocked cable duct Riding Lane
- KCC Combined Members Grant Scheme 26/27
- LGR Interim Warding Arrangements
- LGR West Kent Data for Warding
- Rural Housing Week Seminar – 8th July 2026
- Rural Housing – RACE Presentation – 8th July 2026
- Kent Community Safety Agreement
- Kent Community Safety Agreement – Priorities & Actions
- Kent Community Safety Agreement – Crime & Disorder Committee
- Road Safety and Active Travel Newsletter
- Flotek Dark Web Search Report – No data found
- Planning Update – August 2026 from WWA

12.2 KALC – T&M Area Committee Meeting, 23rd July 2026

- KALC 23rd July Mins
- Cllr Wynne meeting notes
- KALC Newsletter August
- KALC Video on LGR
- KALC Police update July 26

12.3 Parish Panel Partnership

- 28th May 2026 Minutes.
- Climate Change PPP 27th August
- Local Government Organisation PPP 27th August

12.4 Village Hall representative.

12.5 Police

- July Police Report
- August Speed Gun report
- August Police Report
- BP Garage Thefts Report Copy

12.6 Training

- ILCA Training Completed (Signed up to FILCA)
- Martyn's Law Training Notes

12.7 To confirm the representative for the Farmers' Market for September 2026.

The Chair to move that the press and public be excluded from the remainder of the meeting, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

13. CONFIDENTIAL ITEMS

13.1 To consider the contract for the admin assistance.