



Meeting of the Parish Council held on Monday, 8th September 2025 at Great Chart Village Hall at 7.00pm MINUTES

Councillors Present:	Cllrs P Barker, Y Barker, Gathern, Herring, Mercer, Sullivan, Tate, Wiffen
Number of Seats	11 (1 vacancy)
Number of Cllrs Present	8
Number of Cllrs Absent	2
Also Present:	Aniko Szocs (Clerk), Paula Cowperthwaite (Deputy Clerk), Cllr Blanford (ABC), Cllr S Gathern (ABC), Cllr Eustace (KCC), Peter New (NHW) and nine members of public.

1. Apologies for Absence

Cllrs Darvill, McClintock

Cllr Barrett (ABC), Cllr Hallett (ABC), Cllr Wibberley (KCC)

2. Co-option

The consideration of co-option for the Washford Ward was deferred to the October meeting.

3. Declarations of Interest

To hear declarations of interest on this agenda, relating to:

3.1. Disclosable Pecuniary Interests

None

3.2. Other Significant Interests

None

3.3. Other Interests

Cllr Y Barker – Items 7.1, 7.4, 15.1, 15.2

Cllr Tate – Item 7.5

Cllr Herring – Item 7.3

Cllr Sullivan – Items 7.1, 7.4, 7.7, 15.1, 15.2

Cllr Wiffen – Items 7.2, 7.3, 7.4, 7.5, 7.6, 7.7, 15.1, 15.2

Cllr P Barker – Items 7.1, 7.3, 7.5, 7.6, 7.7

Cllr Mercer – Items 7.1, 7.3

Cllr Gathern – Items 7.2, 7.3, 7.4, 7.7, 15.1, 15.2

4. Minutes of the Previous Meeting

The council resolved to approve the minutes of the meeting held on Monday, 14th July 2025 as a true record.

Proposed:	Cllr P Barker	Seconded:	Cllr Herring
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

5. Reports from Borough Councillors and other organisations

5.1. Cllr Bill Barrett – Singleton East Ward

Not present. Report can be found at Appendix One

5.2. Cllrs Jessamy Blanford & Alan Pickering – Weald Central Ward

Cllr Blanford reported that there is still no decision from the Environment Agency regarding the Wastewater Treatment Works, and that a decision has still not been published regarding the s106 appeal.

Cllr Blanford attended a meeting held on Saturday, for parents of Chilmington Secondary pupils, hosted by KCC Councillors. It showed the strength of feeling from parents about the lack of bus routes provided when the suggested walking routes are not safe.

5.3. Cllr Sally Gathern- Singleton West Ward

Cllr S Gathern reported that the potholes she had identified in Bucksford Lane will be fixed on 18th September when the road is closed for the day, and that the trees that were cut down on the same road will be replaced in the next planting season.

Cllr S Gathern has a meeting on 18th September regarding HMO's. In order to restrict HMO development, an Article 4 directive removes the right to all Permitted Development Rights and this must be approved by the Secretary of State. Cllr S Gathern will feedback any information she receives.

The Local Plan consultation is open until October. There is also a consultation taking place on the Local Cycling and Walking Infrastructure Plan, and she recommended using www.cycleashford.org.uk to help plan walking and cycling journeys in Ashford. Cllr S Gathern also mentioned the parents meeting regarding the Chilmington School and how little was achieved by it.

5.4. Cllr Clive Hallett -Washford Ward

Not present. Report can be found at Appendix One

6. Reports from County Councillors

6.1. Cllr Jeremy Eustace – Ashford Rural West

Cllr Eustace has had a tour of Chilmington school, and was impressed with the facilities. He noted that he has walked the recommended safe routes and is of the opinion that parts of the route are not safe. He recommended that if parents wish to launch an appeal about their transport case, it should be started as soon as possible. Every parent needs to appeal individually, it cannot be done as a group action.

The KCC budget consultation is now open online.

A member of public noted that in relation to the new secondary school, a raised area has not been added to the crossroads as it should have been. The 60mph speed limit has not yet been reduced and those travelling from Magpie Hall Road have no signage to alert them to the change in road markings and priorities.

6.2. Cllr Nick Wibberley – Ashford South

Not present. Report can be found at Appendix One

7. Reports from Committees/Groups

To receive reports from committees

7.1. Planning Committee

7.1.1. To receive reports on [planning decisions](#).

A meeting was held and minutes are available on the website. Comments and decisions can be seen at Appendix Two.

7.2. Singleton Spaces

Three new trustees were welcomed at the recent AGM who will bring in fresh points of view.

7.3. Environment Committee

The Environment Committee held a walk around Colemans Kitchen Wood and the Barretts area of the Chilmington development, which are areas not often visited.

The presentation evening for the front garden competition was held in August and was a lovely evening. The competition will run again next year.

7.4. Stronger Communities

The pros and cons of Singleton Community Fridge as it currently stands were discussed.

Cllr Y Barker proposed that the new Community Engagement Officer took on the role of project coordinator and a final decision should not be made until the person is in post.

Cllr P Barker proposed that the project is closed down, but all assets retained until such time as the project can be restarted in a suitable location.

Proposed:	Cllr P Barker	Seconded:	Cllr Gathern
Vote In Favour: 7	Vote Against: 1	Abstain: 0	MOTION CARRIED

7.5. Finance Committee

The items discussed at the recent meeting are covered under Item 10.

7.6. Devolution Working Group

No meeting has been held. Incoming information is being shared to councillors.

7.7. Parish Building

Plans are being discussed between councillors and architects.

7.7.1. To review land ownership and discuss if permission from the Parish Council is required to build car park on.

The Parish Council resolved that any organisation wishing to build on Parish Council land would need to apply to the Parish Council for permission before any development can take place.

Proposed:	Cllr Sullivan	Seconded:	Cllr Y Barker
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

Public Participation: There will be 15 minutes of the meeting to hear public questions and comments.

Peter New (NHW) – gave a brief summary of his report, the work he has been doing on catapults has now gone to a national level. There is information on rogue traders in his report which can be found on the Parish Council website. He raised concerns about the location of Chilmington Rise. On a personal note, Peter New will be undergoing surgery at the end of the month. He will be immobile for a few weeks but will still be online if residents have a concern, they will still be able to raise it with him.

Funding may be available to work through solutions for traffic through The Street. KCC will submit the bid for items on the Parish Council's HIP. The Parish Council will carry out a consultation beforehand.

MOP noted that she had moved from Faversham in July and was impressed with the working of the Parish Council, specifically the communications, working relationship with other councillors, and engagement with residents.

Complaints were made at the weekend about the poor parking of Pilgrims FC.

8. Events 2026

8.1. Agree the date of Big Lunch and Colour Run events

The Parish Council resolved to host the Colour Run on Saturday 13th June, and the Big Lunch on Sunday 12th July.

Proposed:	Cllr Wiffen	Seconded:	Cllr Mercer
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

8.2. To discuss the future format and name of the Pop Up café

The issues of regularity, a permanent place vs moving venue, and the times and dates of the Pop-Up Café were all discussed. Councillors have outnumbered the residents at recent sessions, although it has been a good opportunity for councillors to discuss matters with each other.

The Parish Council resolved to run a number of polls asking for information and decisions from residents, with any feedback presented to the November meeting.

Proposed:	Cllr Sullivan	Seconded:	Cllr Mercer
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

8.3. Pump Track

The proposal to hire a pump track for one day or one week during the October half term was discussed. There were questions raised about who would be responsible for overnight security, and whether the state of the ground would affect the usage of the track. The Parish Council resolved to approve the hire of the track provided the answers to these questions were favourable.

Proposed:	Cllr Wiffen	Seconded:	Cllr Sullivan
Vote In Favour: 7	Vote Against: 0	Abstain: 1	MOTION CARRIED

9. Review of Policies

To approve policies and procedures

Credit Card use Policy	Internal Financial Checklist
Annual Investment Strategy	Business Plan 2025-2026
Display Screen Equipment User Self-Assessment Form	Standing Order To agree to change the meeting start time to 7.30 pm

Credit Card Use Policy

It was suggested that Chair of the Parish Council, should be changed to the Finance Committee for approving eligibility of holding a card. An addition should be made that any loss or theft must be reported immediately. Once these changes are made, the Council resolved to approve the policy.

Proposed:	Cllr Wiffen	Seconded:	Cllr P Barker
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

Annual Investment Strategy

It was suggested to add 'wherever practicable' in related to the £85K covered by the FSCS. Once this change is made, the Parish Council resolved to approve the policy.

Proposed:	Cllr Sullivan	Seconded:	Cllr Wiffen
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

Display Screen Equipment

The Parish Council resolved to approve the policy.

Proposed:	Cllr P Barker	Seconded:	Cllr Wiffen
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

Internal Financial Checklist

The Parish Council resolved to approve the policy.

Proposed:	Cllr Wiffen	Seconded:	Cllr Sullivan
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

Business Plan 2025-2026

It was suggested that writing has uniform spacing throughout the document; that references to 2011 census information are removed; and being non-political is listed as a strength. Once these changes are made, the Parish Council resolved to approve the policy.

Proposed:	Cllr Wiffen	Seconded:	Cllr Sullivan
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

Standing Order

The Parish Council resolved to change the meeting start time to 7:30pm.

Proposed:	Cllr P Barker	Seconded:	Cllr Sullivan
Vote In Favour: 5	Vote Against: 1	Abstain: 2	MOTION CARRIED

10. Finance

10.1. Items for Payment

Two invoices were added to the items for payment, both payable to Kall Kwik, one for £390 and one for £120.

The Parish Council resolved to agree the items for payment in September, acknowledged the August payments, bank reconciliation and earmarked reserves, and credit card payments in July and August. The list of items was checked and signed by Cllr P Barker.

Proposed:	Cllr P Barker	Seconded:	Cllr Wiffen
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

Method	Items for Approval for Payment July	Description	VAT	Total payable
Bacs	Kent Pension	Pension Contribution		£2,787.24
Bacs	HMRC	Employer		£3,945.29
Bacs	Salaries	Aug Salaries		£8,396.96
Bacs	Society of Local Council Clerks	Training- Effectively dealing with major planning applications	£6.00	£36.00
Bacs	ADM Computing	Monthly contract	£51.23	£307.37
Bacs	Andrew Broughton Wedding & Party DJ	DJ - Big Lunch event		£325.00
Bacs	Ashford Community Drum Band	Performance - The Big Lunch		£100.00
Bacs	Kent Association of Local Councils	Training - Code of Conduct	£75.00	£450.00
Bacs	Singleton Spaces	Education team		£1,500.00
Bacs	ADM Computing	Monthly contract - includes set up new laptops	£69.16	£414.96
Bacs	KallKwik	A2 Foamex boards pictures	£40.00	£240.00
Bacs	Ashford Concert Band	Performance - The Big Lunch		£100.00
Bacs	Uprising	Churchyard maintenance		£720.00
Bacs	Medash	Pavement stickers	£50.00	£300.00
Bacs	Cleverly & Spencer	War memorial repair	£11.00	£66.00
Bacs	JRB Enterprise Ltd	Dog glove dispensers	£50.10	£300.60
Bacs	Lister Wilder	Visor and visor holder	£18.79	£112.76
Bacs	Procurement Services Digital	Printing charges	£20.48	£122.89
Bacs	Singleton Spaces	Education team		£1,500.00
Bacs	Singleton Spaces	Front Garden comp ceremony		£379.00
Bacs	Lister Wilder	Combi engine and blade	£111.20	£667.20
Bacs	Common works	Feasibility study for Parish council building	£591.00	£3,546.00
DD	Hosted	Telephone and broadband	£16.63	£99.79
DD	RAC Business	Van-road side and at home recovery		£16.39
Comments:		SUBTOTAL		£26,433.45
		TOTAL		£26,433.45

Credit card payment items for Information	Description	VAT	Total Paid
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Account Numbers:19079376 & 55882568			
GiffGaff	Mobile phone top up	£1.00	£6.00
Amazon	Metal pins	£3.07	£18.44
GiffGaff	Mobile phone top up	£1.66	£10.00
GiffGaff	Mobile phone top up		£10.00
Disclosure and Barring Service	DBS Renewal		£16.00
Booker	Food for Big Lunch event		£463.47
Morrisons	Refreshments		£12.35
GiffGaff	Mobile phone top up	£1.33	£8.00
Singleton Spaces	Refreshments	£0.80	£4.80
Screwfix	Screwdriver set	£11.63	£69.73
B&Q	Gloves, hood and strap	£3.74	£22.42
B&Q	UF Delta punched sheet	£5.08	£30.48
Sainsbury's	Diesel	£10.00	£60.00
Screwfix	Cones	£5.00	£30.00
Screwfix	Hand truck, folding work table and straps	£44.00	£263.95
Halfords	Anti bac spray and car upholstery	£3.46	£20.74
B&Q	3 Black dustbin	£8.55	£51.30
Screwfix	Flat brush set 5 pack	£3.70	£22.18
Currys	Phone charger		£22.96
Wickes	Paint and wood	£17.64	£105.74
MKM BS Ashford	Rapid fence post concrete		£25.13
Lily's Social Kitchen	Refreshments		£30.00
B&Q	Quick set concrete	£7.25	£43.52
Wickes	Wood	£0.92	£5.53
B&Q			£12.62
Sainsbury's	Diesel	£3.33	£20.00
Total:		£132.16	£1,385.36

Credit card payment items for Information	Description	VAT	Total Paid
Account Numbers:19079376 & 55882568			
Screwfix	Adblue	£2.75	£16.49
Sainsbury's	Diesel - includes travel to training	£13.75	£82.50
Halfords	Mini newport and twx c/vue glass	£1.21	£7.25
B&Q	Garden shades	£2.69	£16.15
Sainsbury's	Unleaded petrol for strimmer and mower	£4.33	£25.98
B&Q	Duracell and diecast combination	£9.89	£59.37
Singleton Spaces	Refreshments	£0.85	£5.10
Google Play Apps	Life360 application		£9.99
GiffGaff	Mobile phone top up	£1.00	£5.00
Lily's Social Kitchen	Refreshments		£4.00
Amazon	Ball pump	£1.17	£6.99
Amazon	Disposable vinyl gloves	£1.74	£10.40

Amazon	Compostable caddy liners and freezer bags	£4.50	£26.96
Amazon	Basketballs	£5.85	£35.10
Morrisons	Refreshments		£5.65
Amazon	Mobile phone holder and protector		£10.68
GiffGaff	Mobile phone top up		£10.00
GiffGaff	Mobile phone top up	£1.66	£10.00
Sainsbury's	Refreshments for Pop Up Café		£35.80
Amazon	Numbered tags	£3.50	£20.97
Singleton Spaces	Refreshments	£1.13	£6.80
GiffGaff	Mobile phone top up	£1.33	£8.00
Singleton Spaces	Refreshments	£0.85	£5.10
Google Play Apps	Life360 application		£9.99
Total:		£58.20	£434.27

Method	Items for Approval for Payment	Description	VAT	Total payable
Bacs	Kent Pension	Pension Contribution		£2,455.77
Bacs	HMRC	Employer		£3,330.23
Bacs	Salaries	Sep Salaries		£7,689.29
Bacs	ADM Computing	Workstation monitoring, support contract - monthly	£58.23	£349.37
Bacs	Lister Wilder	File holder, sharpening kit and chain oil	£10.74	£64.45
Bacs	University of Birmingham	Module invoice		£1,165.00
Bacs	Kalkwik	Newsletter printing		£935.00
Bacs	Tuckwells	Mower blade	£18.47	£113.47
Bacs	Medash Signs Limited	Tree trail signs x2 and 20 units of 20 mph signs	£53.60	£321.60
Bacs	Lister Wilder	Metal blade, combi, brush knife, safety boot	£85.96	£600.75
DD	Hosted	Telephone and Broadband	£16.63	£99.79
DD	RAC Business	Van recovery insurance		£16.39
Comments:		SUBTOTAL		£17,141.11
		TOTAL		£17,141.11

01/09/2025

Great Chart with Singleton Parish NEW

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15:25

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
305 Contingency Reserves	115,000.00		115,000.00
320 EMR - Cuckoo Park	118,999.87		118,999.87
321 EMR - The Viewing Point	32,288.00		32,288.00
330 EMR-PFA Play Park	20,000.00		20,000.00
340 Yellow Land Play Equipment	18,000.00		18,000.00
350 Parish Building	15,000.00		15,000.00
	319,287.87	0.00	319,287.87

Great Chart with Singleton Parish NEW

Bank - Cash and Investment Reconciliation as at 1 July 2025

<u>Confirmed Bank & Investment Balances</u>			
<u>Bank Statement Balances</u>			
31/07/2025	Metro Bank Current Account	7,564.46	
31/07/2025	Metro Bank Instant Access	14,134.91	
31/07/2025	Metro Bank Credit Card 6934	-249.06	
31/07/2025	Metro Bank Credit Card 8589	-55.99	
31/07/2025	NatWest Current	100.00	
31/07/2025	NatWest Reserve Account	101,366.55	
31/07/2025	Nationwide Business 1 Yr Fixed	192,393.67	
31/07/2025	Dudley	117,252.33	
31/07/2025		179,511.85	
31/07/2025		100,000.00	
			712,018.72
<u>Receipts not on Bank Statement</u>			
			0.00
	Closing Balance		712,018.72
<u>All Cash & Bank Accounts</u>			
1	Metro Bank Current Account	7,564.46	
2	Metro Bank Instant Access	14,134.91	
3	Metro Bank Credit Card	-305.05	
4	NatWest Current Account	100.00	
5	NatWest Reserve Account	101,366.55	
6	Nationwide Business 95 Day	192,393.67	
7	Dudley Building Society	117,252.33	
8	Barclays	179,511.85	
9	RedWood Bank	100,000.00	
	Other Cash & Bank Balances	0.00	
	Total Cash & Bank Balances		712,018.72

10.2. Banking update

The Parish Council is moving over to Barclays for its day-to-day banking. Cllrs P Barker and Tate will be added to the existing authorised signatories.

10.3. Rialtas

The Parish Council resolved to purchase the web-based version of Rialtas software, with access for two members of staff, and viewing access for one council member, but only once the Clerk has completed a satisfactory trial.

Proposed:	Cllr P Barker	Seconded:	Cllr Wiffen
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

10.4. Great Chart Outdoor Gym

Three quotes have been received to replace the surface under the outdoor gym in Great Chart. It was noted that the total measurement varies between the three quotes. The Parish Council resolved to accept the PlayCubed quote.

Proposed:	Cllr Herring	Seconded:	Cllr Gathern
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

10.5. Bus Stop Shelter

The Parish Council resolved not to fund any improvements or additions to the bus stops in the Parish area as this should be the responsibility of KCC or Stagecoach.

Proposed:	Cllr Wiffen	Seconded:	Cllr Tate
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

10.6. Tree Maintenance

A quote has been obtained for necessary tree work on Parish Council land. The Parish Council resolved to approve the quotes for both pieces of work.

Proposed:	Cllr P Barker	Seconded:	Cllr Sullivan
Vote In Favour:	Vote Against: 0	Abstain: 0	MOTION CARRIED

11. Clerk's Report and Update on Issues not Listed Elsewhere on the Agenda

The Clerks [Report](#) can be found at Appendix Three.

12. Correspondence

None

13. Items for Information or Agenda for Next Meeting

None

14. Date and Venue of Next Meeting

The next scheduled Council Meeting will be held on Monday, **13th October 2025** at **Singleton Village Hall** starting at 7.00 pm.

Closed session

To Resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

It was moved by the Chair that in pursuance of the Local Government (Access to Information) Act 1985 the press and public be excluded from the meeting during the discussion of the following item on the grounds that it is exempt information as defined in the Act.

15. Staffing

15.1. Parish Stewards

The Staffing Committee reported that the Parish Steward had successfully completed his probation period and should continue with his full time role.

The Staffing Committee recommended that a permanent role of Assistant Steward be offered to the current ad hoc Steward 12 hours per week.

The national pay increase for all staff should be accepted and backdated to 1st April 2025.

The Parish Council resolved to accept all three recommendations.

Proposed:	Cllr Wiffen	Seconded:	Cllr P Barker
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

15.2. Community Engagement Officer

The Staffing Committee recommended that the best candidate should be appointed to the role of Community Engagement Officer. The Parish Council resolved to approve this recommendation.

Proposed:	Cllr Wiffen	Seconded:	Cllr Gathern
Vote In Favour: 8	Vote Against: 0	Abstain: 0	MOTION CARRIED

The meeting ended at 21:40pm.

Signed as a true record by:

Cllr Wiffen _____

Date: _____

Appendix One

Cllr Bill Barrett – Singleton East Ward

Firstly, a week ago I did a walkabout of the Oast Play area with David Hartley from Aspire and then continued around Singleton Lake. We identified that the trees adjacent to the play area need trimming back around 3 metres and David will speak to the tree officer at ABC to arrange this hopefully. We also put in motion a full weeding and cleaning of any play items that need it alongside some repairs to the floor. I have been contacted by Sally Gatherer who has enquired about monies for new play equipment, but I must admit my enquires on this line have indicated funds are tight with only around £100,000 set aside per year to maintain all of ABC's wide network of play areas.

After this we continued to the lake and realised a lot of trimming back was necessary. David has subsequently told me some of this work has occurred and more will occur once we enter the winter period. We also looked at the new tarmac walkway and bumped into a disabled user, who talked about the lack of a lip on the walkway. And asked could we consider one. David agreed to run a risk assessment on the walkway and come back to me in due course. A number of other actions were put in place like painting benches and trimming back around certain areas where the vegetation has made it difficult to see the lake from the path.

Thirdly, during a visit to the Singleton Environment Centre the week before last, John Alexander informed me that Greenman Solar would very shortly be installing and linking the batteries to enable the SEC to become more self sufficient from an electrical perspective. I want to thank any councillors present tonight who contributed from their Ward Members grants, alongside the Parish Council, and I hope once the work is done we can have a nice opening ceremony there to mark this event.

Finally it is great to see the Chilmington link road from the A28 round to Chilmington Green road is now operational. It was a long process and not without its hiccups, but a degree of safety in the car and bus transportation to the secondary school can now occur. It was a shame I was not given longer in the KCC Highways Cabinet role, for such issues were at the top of my in-tray to try to ease and make better. But I will still play a role from a back ground perspective with the contacts I made in those seven weeks.

Cllr Clive Hallett - Washford Ward

Not present. Report received.

I have spoken with Clerk regarding:

- PC plans for weeding and grass seeding at Cuckoo Park when weather permits;*
- Responsibilities and plans for the bank adjacent to Hoxton Close and the green space by the village hall. I recall Geoff seeded it last year and it has become overgrown again with weeds and also now some brambles.*
- Status of the Planning Permission / response to Petition for the SVH Car Park extension*
- Updates on the plans for the new Parish Office*
I know that a very hot topic will be Chilmington School / road status etc, which I am sure will be fully addressed by Sally and Jessamy.

Cllr Nick Wibberley – Ashford South

Chilmington Green School – *With the opening of the school soon, Cllr Dean Burns & Cllr Pam Williams met with the headteacher of the school and walked the route which children will use. It's disappointing to report that the route is totally unacceptable in several ways (narrow path, no lighting, busy main road etc.). I have had several correspondences with constituents who have children attending the new school this year. They will have a bus service provided for the first 6 weeks but that will then cease.*

Options are currently being explored to find the best solution and I will report back on these hopefully before the parish council meeting next week.

Community Grants – *I have sent out several funding application forms for residents under Stanhope Parish Council but haven't received any requirements from Singleton.*

I still haven't received a grant request form for the Singleton Environment Centre's solar panels/battery storage installation. Could Malcolm or someone from the Parish Council please

advise if they have completed a form and if so, I will chase this up with KCC. If they haven't yet or have had issues completing it, I will be more than happy to help.

I, along with fellow Reform councillors, will be contributing funds to a Kent charity working with school children around grooming, knife crime and drug misuse.

Council Meeting – *I will be attending the full council meeting on September 18th where I will be asking (if there is enough time for my question on the agenda), what KCC plan to do to support SEN pupils better & what funding provisions are in place. Although this question applies to Kent as a County, I am specifically looking to receive information regarding the new Kings Park School in Park Farm.*

If there is anybody who wants me to raise a question at the next council meeting, please feel free to email me and I will submit it to the KCC members desk (process for raising questions).

Planning Comments

July/August

[PA/2025/0945](#)

White Lodge, Sandy Lane, Great Chart, TN26 1JN

Proposed construction of detached garage with rooflights.

There were no planning related concerns, the committee resolved to support this application.

[PA/2025/1200](#)

13, Red Tree Orchard, Singleton, TN23 5PZ

Proposed two storey rear and side extension with pitched roof and roof lights to include ramped side and rear access.

It was noted that the back corner of the development will come right to the edge of the property boundary and will therefore negatively impact the street scene of Knoll Lane, makes the garden too small for the size of the property and is overdevelopment of the existing plot.

Planners would need to see plans from a disability contractor before approving the application. There are no hygiene facilities for the disabled person or the live in carer in the proposed new areas.

The committee supported the comments submitted by the neighbouring properties.

The committee resolved to object to the application for the reasons stated above, and request that the extension must remain as part of the original dwelling in the future.

[OTH/2025/1359](#)

Land at Chilmington Green, Ashford Road, Great Chart

Non-material amendment to 21/00839/AS for Active Travel Route to provide pedestrian access between Chilmington Avenue and the Secondary School Site entrance. The Active Travel Route comprises of a footpath and verge within land adjacent to Chilmington Green Road at Chilmington Green, Great Chart, Ashford, Kent; to allow for changes to the wording of condition 5 regarding existing hedges and hedgerows.

The committee still holds concerns about the contents of the plans referred to in this application, but there is no objection to the principal of this application.

[OTH/2025/1358](#)

Land at Chilmington Green, Ashford Road, Great Chart

Details submitted pursuant to conditions 9 (Landscaping Scheme), 10 (Soft Landscape) and 11 (Street Lighting) of Planning permission 21/00839/AS

The committee resolved to comment that suitable root barriers are installed to maintain the surface of the footpaths.

[OTH/2025/1360](#)

Land at Chilmington Green, Ashford Road, Great Chart

Details submitted pursuant to conditions 7 (Street Lights) & 8 (Landscaping Scheme) for planning permission 21/00840/AS

The committee resolved to comment that suitable root barriers are installed to maintain the surface of the footpaths.

[PA/2025/1305](#)

Land North of, 15 Cowslip Court, Chilmington Green

Erection of two dwellings with attached garages and ancillary development including landscape enhancements.

There were no planning related concerns and the committee resolved to support the application.

Planning Decisions

July/August

PA/2025/0755

Twysden, Chilmington Green Lane, Chilmington Green, TN23 3DP – Detached garage and new boundary wall

<https://ashfordboroughcouncil.my.site.com/pr/a0hTw0000026bq9IAA>

PC: Support ABC: Withdrawn

PA/2024/0429

The Rectory, Ashford Road, Great Chart, Ashford, Kent TN23 3AY – Two detached dwellings following demolition of existing garage.

<https://ashfordboroughcouncil.my.site.com/pr/a0hTw0000007hjNIAQ>

PC: Object ABC: Refuse Appeal: Dismissed

PA/2025/1051

Coach House, Ashford Road, Great Chart, TN26 1JL – Conversion of outbuilding to garden room

<https://ashfordboroughcouncil.my.site.com/pr/a0hTw000002NfZBIA0>

PC: Support ABC: Approve

Clerk's Report – September



Events:

The Big Park Takeover: Reviewing the feedback provided by residents in the survey, a common theme stood out—many people wanted more events. We decided that summer would be the perfect opportunity to make the most of both Cuckoo Park and Great Chart Play Park, which each offer a wide variety of equipment and generous space for play. This led to the idea of the Big Park Takeover, inspired by the concept of The Big Lunch event.

Both events were a success, with each park offering something unique to its visitors.

Considering it was our first time organising the event, attendance was very good. The event at Great Chart field was especially well attended, and the setting is ideal for similar activities in the future. Many families arrived with picnics and joined in the games we had prepared. We received a great deal of positive feedback.

Pop Up Café in August was held at the Chilmington Cabin, thank you goes to the councillors for the continued support of this event.

Safeguarding Children training: Thank you to all who attended last Tuesday's session. The training was valuable and underscored the council's role in maintaining a safe environment for the children in the parish. Starting in October, Safeguarding will be a regular agenda item so the council can address any issues. We will also review and update our Safeguarding policy, and propose forming a Policy Review Committee to ensure annual policy and procedure reviews are completed efficiently.

Digital Course: I recently had a productive meeting with the Ashford Adult Education team, who will be designing and delivering an eight-week digital course. They will provide all the necessary equipment, while the parish council will cover the venue hire costs. The first session will last one hour, and subsequent sessions will be an hour and a half each. By the end of the course, attendees should feel confident using the basic tools on a laptop. If this course proves popular, we will consider offering similar programmes for maths and English in the future.

Garden Competition awarding ceremony: The ceremony was held at Singleton Environment Centre a perfect fitting for the occasion. It was a nice event and was lovely to see all the winners in the same room celebrating.

Training:

Please regularly check the Kent Association of Local Councils website for updates on training. If there is anything you feel would improve your role as a councillor, please book a place using their Eventbrite website. When booking a place at an event, please do not forget to select payment by invoice and the invoice to be sent to the clerk. If you have issues with accessing

the website please email Laura Dyer at manager@kentalc.gov.uk and she will be able to assist you.

Tabling a motion for Parish council meetings: If you would like to request an agenda item, please send a motion at least seven clear days before the meeting via theclerk@greatchartsingleton-pc.gov.uk with the wording you would like to appear on the agenda. Please note, if the motion's wording is not clear, it could be rejected, or you could be requested to resubmit the motion with better wording.

Community Heroes:

I am pleased to say we have two new member signed up for the scheme. As always, if you can, please promote the scheme with your friends and family. More information can be found on the parish council's [website](#).

National Association of Local Councils: If you haven't already please subscribe to [NALC's newsletter](#). It has up to date information relating to the sector as well as news about the latest events.

Reporting: It is very important that if you see a fault, it is reported to the relevant authority immediately so works can be arranged. It is often confusing to know who to report to so if in doubt you can check the Parish Council [website](#) where all the information you need to know is available. Did you know you can use What3Words to pinpoint the exact location of a fault? You can either access it via [the website](#) or download the app to your smartphone.

Social Media: Please like and share our posts on social media so it can reach a wider audience. If you are on Facebook or Instagram ensure you give us a like and follow us 😊