



**Meeting of the Parish Council held on
Monday, 13th April 2026
at Chilmington Cabin at 7.30pm
MINUTES**

Councillors Present:	Cllrs P Barker, Y Barker, Gathern, Herring, McClintock, Mercer, Sullivan, Tate, Wiffen
Number of Seats	11 (1 vacancy)
Number of Cllrs Present	9
Number of Cllrs Absent	1
Also Present:	Aniko Szocs (Clerk), Paula Cowperthwaite (Deputy Clerk), Catherine Stevens (CEO), Cllr Barrett (ABC), Cllr S Gathern (ABC), Cllr Hallett (ABC), Cllr Wibberley (KCC), and two members of public.

1. Welcome

The Chair opened the meeting and made appropriate announcements.

2. Apologies for Absence

Cllr Blanford (ABC)

Proposed:	Cllr Wiffen	Seconded:	Cllr Y Barker
Vote In Favour: 9	Vote Against: 0	Abstain: 0	MOTION CARRIED

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 McClintock – Items 6.2,6.5,6.6,6.7,6.8,10.2,10.3

Cllr Herring – Items 6.3,6.6

Cllr Mercer – Items 6.1,6.3

Cllr P Barker – Items 6.1,6.3,6.5,6.6,6.7

Cllr Wiffen – Items 6.2,6.3,6.4,6.5,6.6,6.7,6.8,10.2

Cllr Sullivan – Items 6.1,6.4,6.7,6.8

Cllr Tate – Items 6.1,6.5,10.3

Cllr Gathern – Items 6.2,6.3,6.8,10.3

Cllr Y Barker – Items 6.1,6.4,6.6,6.7,6.8

4. Minutes of the Previous Meeting

The council resolved to approve the minutes of the 9th March 2026 as a true record of the meeting.

Proposed:	Cllr Y Barker	Seconded:	Cllr Wiffen
Vote In Favour: 9	Vote Against: 0	Abstain: 0	MOTION CARRIED

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

A resident of Chilmington is trying to help build community and has been refused booking at the CMO. Cllr Wiffen suggested that the Parish Council would write to the CMO to find out why.

A28 wooden horse – a letter will be sent to KCC and ABC to let them know that the Parish Council intend to remove it by a given date for health and safety reasons.

Cllr Tate has received complaints from Great Chart residents regarding the slurry running down The Street. The Parish Council will contact KCC to point out that they are liable for collisions caused by reported slurry if it hasn't been cleared.

Cllr Y Barker reported that the Gormley Stones have been removed from outside County Hall, Maidstone, and allegedly sold back to the original artist, with no opportunity to purchase them locally.

5. Safeguarding

None

6. Reports from Committees/Groups

To receive reports from committees

6.1. Planning Committee

6.1.1. Planning Decisions received

No meeting held, and no applications or decisions made.

6.1.2. To receive information on modifications of definite map AW221

Photos of the old and new locations were shown. The new location does not make logical sense as there is grass verge, crossing over the road to nothing. The original diverted is from a semi-finished path that crosses to another existing footpath. The Parish Council will write to KCC to question this decision.

6.1.3. To receive information on modifications to Public Footpath AW240

This will resurface the path to improve drainage.

6.1.4. To consider and comment on proposed 20 mph speed limit along Chilmington Green Lane.

The Parish Council resolved to comment in favour of the 20mph speed limit, but to also request that the speed signs when entering or exiting the lane are replaced to be consistent with other new speed limits in the area.

Proposed:	Cllr Y Barker	Seconded:	Cllr Wiffen
Vote In Favour: 9	Vote Against: 0	Abstain: 0	MOTION CARRIED

6.2. Singleton Spaces

No meeting held.

6.3. Environment Committee

A meeting was held last week, and the minutes are available on the website.

6.4. Stronger Communities

No meeting held.

6.5. Finance Committee

A meeting is due to be held on 20th April.

6.6. Devolution Working Group

6.6.1. To accept proposed Terms of Reference

The Parish Council resolved to accept the proposed Terms of Reference.

Proposed:	Cllr P Barker	Seconded:	Cllr Wiffen
Vote In Favour: 7	Vote Against: 0	Abstain: 2	MOTION CARRIED

6.7. Parish Building

No meeting held.

A decision is needed from Singleton Village Hall trustees as to whether permission will be given to build or not.

6.8. Staffing Committee

No meeting held. The new apprentice is settling in well.

6.9. Community Engagement Officer

The CEO report was shown to the room and can be seen at Appendix One.

7. Grant Applications

None

8. Review of Policies

To approve policies and procedures (if applicable)

8.1. Expense Claim Policy

Once administrative corrections have been made, the Parish Council resolved to accept the policy.

Proposed:	Cllr Sullivan	Seconded:	Cllr Y Barker
Vote In Favour: 9	Vote Against: 0	Abstain: 0	MOTION CARRIED

8.2. Biodiversity Policy

Once administrative corrections have been made, and an addition to expect applications to meet Biodiversity Net Gain, the Parish Council resolved to accept the policy.

Proposed:	Cllr P Barker	Seconded:	Cllr Tate
Vote In Favour: 9	Vote Against: 0	Abstain: 0	MOTION CARRIED

8.3. Policy and Procedure for Handling Complaints

Once administrative corrections have been made, the Parish Council resolved to accept the policy.

Proposed:	Cllr P Barker	Seconded:	Cllr Gathern
Vote In Favour: 8	Vote Against: 0	Abstain: 1	MOTION CARRIED

9. Highways Improvement Plan

Funding has been identified for a footpath from Ashford School to the junction with A28.

This is along the safe walking route to Chilmington Green Secondary School.

The potential partial closure of Mock Lane is still under discussion.

The proposal to install speed bumps along Tithe Barn Lane and Knoll Lane has been rejected.

10. Finance

10.1. Items for Payment

Thanks were given to the Deputy Clerk for her work on the printed newsletter as the invoice will now be paid for the last hard copy issue

A duplicated payment will be removed.

The Parish Council then resolved to agree the items for payment in April.

Proposed:	Cllr Herring	Seconded:	Cllr McClintock
Vote In Favour: 9	Vote Against: 0	Abstain: 0	MOTION CARRIED

The Parish Council resolved to acknowledge the bank reconciliation and ear marked reserves, along with the credit card payments in March.

Proposed:	Cllr P Barker	Seconded:	Cllr Wiffen
Vote In Favour: 9	Vote Against: 0	Abstain: 0	MOTION CARRIED

Method	Items for Approval for Payment	Description	VAT	Total payable
Bacs	Kent Pension	Pension Contribution		£3,780.77
Bacs	HMRC	Employer		£4,523.15
Bacs	Salaries	April Salaries		£11,745.04
Bacs	Lister Wilder	Saw and WD40	£27.51	£165.03
Bacs	Debt Management Office	Singleton Village Hall repayment		£2,726.25
Bacs	Lister Wilder	Gloves, jerry can and harness	£11.47	£68.77
Bacs	Kalkkwik	Newsletter printing		£1,150.00
Bacs	Singleton Village Hall	Hall Hire-Fraud talk event		£32.00
Bacs	ADM	Support contract - monthly payment	£58.23	£349.37
Bacs	Tylers	Uniform order		£241.96
Bacs	Lister Wilder	Pruning shears	£20.50	£123.00
Bacs	RosPA	RoSPA safety course	£65.00	£530.00
Bacs	Lister Wilder	Brush, suction hose, power wash	£96.57	£579.40
Bacs	University of Birmingham	Module		£1,165.00
Bacs	Singleton Environment Centre	Education Activities sponsored by Parish Council		£1,500.00
Bacs	Kent Association of Local Councils	Annual Subscription	£400.00	£2,400.00
Bacs	Lister Wilder	HP Super one shot, green and visor	£10.57	£63.41
Bacs	East Kent Distribution	Newsletter distribution	£133.00	£798.00
Bacs	Procurement Services	Photocopier rental	£21.25	£127.51
Bacs	Rialtas	Annual Licence	£125.60	£753.60
Bacs	Singleton Village Hall	Venue Hire- 28th May BBQ		£72.00
Bacs	Uprising	Churchyard maintenance		£360.00
DD	RAC	Roadside insurance		£21.33
DD	Three	Broadband and mobile phones	£12.96	£77.76
Comments:		SUBTOTAL	£955.15	
		TOTAL		£ 33,353.35

PREVIOUS PAYMENT FOR INFORMATION

DATE OF PAYMENT	PAYMENT METHOD	AMOUNT	DESCRIPTION
08/04/26	Bacs	243.36	Branded water bottle

Credit card payment items for Information	Description	VAT	Total Paid
Account Numbers:19079376 & 55882568			
Sainsbury's	Diesel	£8.33	£50.00
B&Q	Watering Can	£1.67	£10.00
Sainsbury's	Diesel	£17.50	£105.00
Longacres	Plants	£2.37	£14.19
Morrisons	Refreshments		£6.80
Riverside	Refreshments		£9.85
Riverside	Refreshments		£10.35
B&Q	Cabin hook	£0.76	£4.55
Chart Fencing	Knee rail	£28.34	£170.01

Google Play	What3Words subscription	£0.58	£3.49
Fixing Warehouse	Drill pk.	£0.80	£3.98
Sainsbury's	Diesel	£8.33	£10.00
Thanet Tool Supplies	Holster trousers x 3	£27.59	£165.49
Singleton Environment Centre	Refreshments	£0.99	£5.95
Longacres	Pansy flowers	£12.58	£75.50
Sainsbury's	Unleaded petrol	£4.60	£27.58
Asda	Biscuits- refund		£0.27
Three	Telephone and broadband	£12.96	£77.76
Asda	Biscuits and gf cake		£3.61
Morrisons	Refreshments		£0.95
Chart Fencing	Bird mouth straps to repair knee rail fencing	£0.90	£5.40
Lidl	Strawberry jam, clotted cream, scones		£32.21
Voipfone	Telephone line	£3.00	£18.00
DBS	DBS renewal Caretaker		£16.00
Chart Fencing	Four way rounded posts	£27.54	£165.24
Total:		£158.84	£992.18

Great Chart with Singleton Parish NEW

Bank - Cash and Investment Reconciliation as at 28 February 2026

<u>Confirmed Bank & Investment Balances</u>			
<u>Bank Statement Balances</u>			
28/02/2026	Metro Bank Current Account	3,729.21	
28/02/2026	Metro Bank Instant Access	7,367.99	
28/02/2026	Metro Bank Credit Card 6934	-42.18	
28/02/2026	Metro Bank Credit Card 8589	-234.39	
28/02/2026	NatWest Current	100.00	
28/02/2026	NatWest Reserve Account	97,959.32	
28/02/2026	Nationwide Business 1 Yr Fixed	197,393.67	
28/02/2026	Dudley	117,252.33	
28/02/2026	Barclays	30,887.69	
28/02/2026		100,000.00	
28/02/2026		135,512.17	
			689,925.81
<u>Receipts not on Bank Statement</u>			
			0.00
Closing Balance			689,925.81
<u>All Cash & Bank Accounts</u>			
1	Metro Bank Current Account	3,729.21	
2	Metro Bank Instant Access	7,367.99	
3	Metro Bank Credit Card	-276.57	
4	NatWest Current Account	100.00	
5	NatWest Reserve Account	97,959.32	
6	Nationwide Business 95 Day	197,393.67	
7	Dudley Building Society	117,252.33	
8	Barclays	30,887.69	
9	RedWood Bank	100,000.00	
10	Barclays Saver Account	135,512.17	
	Other Cash & Bank Balances		0.00
	Total Cash & Bank Balances		689,925.81

10.2. Aspire

The Parish Council resolved to approve the proposed cost of grounds maintenance work by Aspire.

Proposed:	Cllr Y Barker	Seconded:	Cllr Wiffen
Vote In Favour: 9	Vote Against: 0	Abstain: 0	MOTION CARRIED

10.3. Great Chart Village Hall

The Parish Council resolved not to purchase the replacement chairs for Great Chart Village Hall as this would be against VAT regulations.

Proposed:	Cllr P Barker	Seconded:	Cllr Wiffen
Vote In Favour: 8	Vote Against: 1	Abstain: 0	MOTION CARRIED

11. Reports from Borough Councillors and other organisations

11.1. Cllr Bill Barrett – Singleton East Ward

Cllr Barrett has attended a meeting with the Parish Council and ABC staff to discuss in depth the workings of Singleton Lake. He has asked for a newer, less costly plan for the lake car park. He will also look at the conditions of the swims, and the path past the fallen tree as it is not currently passable on wheels.

Cllr Barrett has been working on improving the solar battery power system at SEC, ABC hope to be able to provide new ideas in the coming months.

11.2. Cllrs Jessamy Blanford – Weald Central Ward

Not present. Report below.

Chilmington: As you will all know, Hodson Development has gone into administration pushed by Grant Thornton who have appointed Brookbanks to hold the fort in the meantime. We know that they have taken over a number of Hodson's developments but not all. Possingham Farm, I understand, is not included. We have not heard a definite decision on whether Brookbanks will go ahead with the legal challenge against the appeal decision on Hodson's S106 commitments. Noel Ovenden, ABC's Leader, told me that Brookbanks were already negotiating with the KCC regarding Highways improvements to the A28. This is a period of hiatus while all concerned try to find the best way to manage the situation.

I spoke to Simon Cole this morning about the road issues. I pointed out the problems with Mock Lane, for instance. He said that road improvements would be brought in as building took place. Unfortunately, as Hodson's have fallen behind the original plans but schools are still needed in Ashford the roads have not kept up with traffic demand. Hopefully, if further building does take place, then road improvements, funded by S106 grants, will come forward. But it is all a lengthy business.

WwTP: We are getting closer to the 700 houses (provided by all four developers) from which time Chilmington must provide its own sewage treatment plant and not use the Bybrook plant. Again, I asked Simon Cole whether there was any more news on the result of the appeal regarding the WwTP. He said that he had not heard of anything and that Severn Trent Water, the Environment Agency and other bodies had not yet responded.

11.3. Cllr Sally Gathern- Singleton West Ward

A burglary recently occurred in Hoppers Way.

Holt Close properties were contacted regarding a solution for the fencing along the strip of land but only one household has responded.

Cllr S Gathern has campaigned for an air quality monitoring station in Ashford for a number of years and has finally had it confirmed that Defra will install one.

11.4. Cllr Clive Hallett - Washford Ward

Cllr Hallett is also involved with looking at the SEC battery storage project. He has reviewed the data available but it was monthly only so it was not suitable for analysis. This will be looked at again when more data is available.

12. Reports from County Councillors

12.1. Cllr Jeremy Eustace – Ashford Rural West

Not present. No report given.

12.2. Cllr Nick Wibberley – Ashford South

Cllr Wibberley is currently considering a grant application from Great Chart Cricket Club.

KCC have spent £70K on highways work in the first quarter of 2026.

Cllr Wibberley has reported the Old Orchard pot holes twice, and is still being told that they are not bad enough.

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

The report was shown to the room and can be seen at Appendix Two.

14. Correspondence

None

15. Items for Information or Agenda for Next Meeting

None

16. Date and Venue of Next Meeting

The next scheduled Council Meeting will be held on Monday, **11th May 2026** at **Great Chart Village Hall** starting at **7.30 pm**.

The meeting ended at 21:30pm.

Signed as a true record by:

Cllr Wiffen _____

Date: _____

Appendix One

COMMUNITY ENGAGEMENT OFFICER REPORT



APRIL 2026

Overview

March was another busy and positive month, building on the good momentum of recent weeks. The focus remained on bringing people together through welcoming community events, strengthening partnerships with local organisations, and supporting residents with wellbeing, safety and engagement activities. Alongside events, time was spent promoting activities, keeping in touch with residents and planning future work.

Work Undertaken in March 2026

Celebrating Mothers Event - I delivered a well-attended Celebrating Mothers event featuring live music, creative activities and a community cream tea. The event created a warm, relaxed atmosphere where families could spend time together, and the feedback received was very encouraging.

Fraud Awareness - “Fraud Detectives: Can You Spot the Scam?” - An interactive fraud awareness event was held at Singleton Village Hall in partnership with Kent Police. The session included a fun, escape-room style activity alongside a practical talk from a Kent Police Fraud Prevention Co-ordinator. The event helped residents feel more confident about recognising scams and knowing what to do if they are targeted.

I also took part in professional development sessions, including adult and child suicide prevention training delivered by Mid Kent Mind. This training has strengthened my understanding of how to recognise warning signs and respond appropriately when supporting residents.

I continue partnering with Ashford Borough Council, Kent Police, Friends of Singleton Lake, Cllr Bill Barrett, and Aspire to address issues at the lake. Aspire was meeting with Ashford Angling Society to clarify their involvement, and I await an update. We plan to hold a community event at Singleton Lake at the end of July, engaging all partners and groups such as Kent Fire and Rescue Service, Environment Agency, RSPCA, and Kent Wildlife Trust, aiming to foster community among lake users and residents.

Going forward....

Over the coming weeks and months, work will continue to focus on delivering inclusive community events, such as the Music workshop in partnership with da BASE, and encouraging further participation by young people.

I've been invited to the Ashford Dementia Forum to support ongoing dementia work. With this in mind, we are hosting an event on 20th May at Grow 19 café, Singleton Village Hall, during Dementia Awareness Week, featuring forget-me-not crafts. All donations given on the day will be donated to Age UK, to help support the work they do for those living with Dementia in Ashford.

I have also been invited to attend the next Leadership meeting of the Singleton Community Church to explore possible collaboration to support residents.

On 28th-29th May, we're hosting 'Our Community – From the Heart' for National Creativity Day. Residents can decorate wooden hearts to hang on our community tree as a symbol of unity.

On 13th June – the date of the basketball tournament – we will be also holding a Father's Day Event at Cuckoo Park, details to follow.

The resident questionnaire will remain open, and the feedback we receive will help to shape future engagement priorities. We have already received a good response thus far.

Summary

Overall, March was a rewarding month with strong attendance at events, positive feedback from residents and continued progress through partnership working. This work is helping to build connections across the parish and will inform and strengthen future activities.

I would love to see Parish Councillors supporting the above events. Please do come along as this is a good opportunity to speak with our residents.

As always, residents and parish councillors are encouraged to get in touch with thoughts, ideas or questions – community input remains at the heart of everything we do.

Appendix Two

Clerk's Report – April



Welcome to the April meeting.

Apprentice

Bea has settled well into her role and has attended several online learning events, which outline the expectations required to complete the course. One of the assessments will focus on plant identification, where she will need to identify 25 plants. To help achieve this learning outcome, more planting will be undertaken in the parish.

Upcoming Events:

We have several events coming up over the next few months. These are advertised on our social media channels. Please share and like our posts to help us reach a wider audience. If you would like to help at any of these events just let us know.

- Basketball training and end of tournament day (April)
- DaBase Track and Video production for the parish
- On 28th & 29 May we will be celebrating creativity.

Printer: I am pleased to report it that The new Sharp printer with modern features will be installed on April 20th.

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:

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, Instagram or Tik Tok ensure you give us a like and follow us 😊