

The Minutes of the Annual Statutory Meeting of Thurnham Parish Council held on 19th May 2025.
Held at the Tudor Park Hotel, at 7:30pm.

Councillors present: **Duncan**
 Skinner
 Smith
 Stark
 Wise

Also: Sherrie Babington, Parish Clerk and members of the public.

The meeting was Chaired by Cllr Skinner.

1. To elect a chairman.

To receive and consider nominations for Chairman.

It was proposed by Cllr Smith and seconded by Cllr Stark that Cllr Skinner be elected Chairman for the forthcoming year.

Resolved: Agreed by all present.

2. To receive the Chairman's Declaration of Acceptance of Office.

Cllr Skinner signed the Declaration of Acceptance of Office and took the Chair.

3. To elect a vice-chairman.

To receive and consider nominations for Vice-Chairman.

It was proposed by Cllr Wise and seconded by Cllr Duncan that Cllr Smith be elected Vice Chairman.

Resolved: Agreed by all present.

4. Apologies.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, 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.

Apologies were received and accepted from Parish Councillors Dunlop (personal), Waters (work), and Shelley (work).

Apologies were also received from Borough Cllr Stephen Thompson.

5. To appoint Committees & Representatives to outside bodies.

Members reviewed and confirmed appointments to committees, representatives, and outside bodies.

Resolved: All appointments were agreed.

Planning

Cllr. Stark

Cllr. Wise

Cllr. Skinner (Chairman)

Cllr. Dunlop (reserve planning & TPO)

Finance

Cllr. Shelley

Representatives for Outside Bodies

Footpaths	Cllr. Duncan
Memorial Hall	Cllr Stark.
St Mary's Church	Cllr. Smith.
Police Liaison	All Councillors.
Tree Warden	Cllr. Waters.
Highways	Cllr. Smith & Cllr. Stark.
KALC	All Councillors
Kent Downs	Cllr. Wise.

Memberships

Kent Association of local Councils (KALC)
Society of Local Council Clerks (SLCC) (20% membership fee)
Campaign for the Protection of Rural England (CPRE)
ICO (information Commissioners Office)

Other Appointments

Internal Auditor - Martin Thomas and Co
External Auditor - Mazars
Bank - Cooperative

6. Parish Council Policy Review.

To review and adopt the PC Policies, Internal Controls and Risk Register for 2025.

The review of parish council policies was deferred until the next meeting.

7. Parish Councillor Vacancy.

To consider any applications for Co-option.

No applications to consider.

8. Declaration of Interest.

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.

No interests were declared.

To consider any Dispensation requests received by the Parish Clerk and not previously considered.

No dispensations were considered.

9. Minutes of the previous Meeting.

The Minutes of the previous meeting were circulated to all members.

It was proposed by Cllr Stark to accept these as a true record, these were seconded by Cllr Smith and agreed by all present.

The Minutes were then signed and dated by the Chairman of the meeting.

10. Matters arising from the Minutes.

There were no matters arising.

11. Public Participation.

To discuss any questions received by members of the public.

A member of the public raised concerns regarding the Junction 8 (Loc 8) planning application and highlighted issues with the dumping of sewage into a seasonal pond. It was noted that both Maidstone Borough Council and the Environment Agency were involved and that a Stop Notice had been issued pending a permit. Waste was now being removed from the site via tankers.

Resolved: The Parish Council to write to Maidstone Borough Council to request details on how the site is being monitored and to ensure compliance with the stop notice and proper waste disposal.

Action: Clerk to progress.

12. Clerks Report.

The Clerk's Report was received and noted.

13. Devolution and MBC Community Governance Review.

An update was given on the ongoing devolution discussions affecting local government structure.

14. External Reports:***a. To receive the MBC Ward Councillor's Report.***

A written update from Borough Cllr Stephen Thompson was received and noted.

b. To receive the KCC Councillor's Report.

No report was received.

c. To receive the Police Report.

No police attended the meeting and no report was submitted.

d. To receive Parish Councillors Reports.

Cllr Stark reported on King George V Memorial Hall, he stated that roof repairs were required, and quotes were being sought. He confirmed that the hall's finances remain in a healthy position.

15. St Marys Church.

To receive a report on St Marys Church.

Cllr Smith reported that St Mary's Church was in the process of appointing a new vicar.

16. Financial Matters:***a. Financial Statement.***

To receive and approve the financial statement and payments.

The financial statement was circulated to all members and was proposed by Cllr Stark, seconded by Cllr Duncan, and agreed by all present.

b. 2024/2025 Accounts and AGAR.

The Clerk advised that the accounts are currently with the internal auditor and would be presented to the council for formal approval at the next meeting.

17. **Planning Matters:**

a. Planning Application Received

No applications to consider.

b. MBC Planning Decisions

25/500754/FULL

Bearsted Golf Club Ware Street Bearsted Kent ME14 4PQ

Removal of the existing railings from the outdoor balcony (first floor), installation of a new conservatory/orangery on top of the existing balcony, installation of a new balcony, and associated works including the removal and replacement of the existing external stairs.

Application Permitted

25/500842/LDCEX

Silverhill Caring Lane Bearsted Kent ME14 4NJ

Lawful Development Certificate for existing use of the building known as Hut 1 as a dwellinghouse (use class C3).

Application Permitted

c. Other Planning Matters.

Town and Country Planning Act 1990

Proposal: Proposed engineering operations for excavation of soils and deposited materials, and regrading and restoration of land (resubmission 22/502512/FULL).

Location: Land Northeast of the M20 And Southeast of Water Lane Thurnham Kent

Head of Development Management Recommendation: Application Permitted

The above application will be reported to the meeting of the Planning Committee to be held at 6.00 pm on 22 May 2025 at the Town Hall, High Street, Maidstone, Kent ME14 1TF.

The order in which items are taken at the meeting may be subject to change. The committee meeting could potentially last until 11:00 pm. If it is not possible to complete all the items on the agenda on that night then all unheard items will be rolled over to the adjourned committee meeting on 29 May 2025.

The Committee is keen to know the views of people who have an interest in the application and will hear the views of

A) In areas where there is a Parish Council.

A representative of the appropriate Parish Council. Where a representative of the Parish Council does not register to speak a concerned resident may speak with the Chairman's discretion.

The slots for speakers to address the meeting will be filled on a first come first served basis, speakers may address the meeting for up to 3 minutes and the attached advice is to assist you in making the most effective use of your time.

If you or your representative would like to speak at the meeting, please let the Democratic Services Team know **NO LATER THAN 4PM ON THE WORKING DAY BEFORE THE MEETING.**

Cllr Smith updated members on the application and raised concerns over Maidstone Borough Council's capacity to manage and enforce planning conditions if approved. As the parish council

could not attend the committee meeting, it was agreed to request that Ward Cllr Stephen Thompson present the parish council's views on its behalf.

Action: Clerk to email Cllr Thompson.

18. Parish Council Annual Report.

It was agreed that the annual report given at the Annual Parish Meeting will be formatted and circulated to all residents.

Action: Clerk to progress.

19. Highway & PROW Matters.

a. To consider general highway and PROW matters.

No new matters were raised.

b. HIP (Highways Improvement Plan).

Cllr Smith reported on a virtual meeting with KCC Highways Officer Greg McNicol to discuss the PC Highways Improvement Plan.

Signage for Water Lane and Thurnham Lane was discussed, and Cllr Smith stated that he had suggested more visible locations than those proposed by KCC.

20. Future Agenda Items.

No matters were raised.

21. Date next Meeting

The date of the next meeting - Monday 16th June 2025.

At the close of the meeting, the Chairman presented the KALC Community Award to John Horne, former Parish Councillor, in recognition of his long-standing dedication and over 50 years of service to the Parish Council and local community.

There being no further business to discuss the meeting was closed to the press and public at 8.39pm.

Signed.....

Dated.....