

High Halden Parish Council



ALL COUNCILLORS ARE HEREBY SUMMONED to the **Parish Council Meeting due to take place on Monday 13 October 2025 at 7pm** in the Memorial Hall where it is proposed to transact the business shown in the agenda below. The Meeting will be open to the press and public - Public Bodies (Admission to Meetings) Act 1960)

Louise Goldsmith

Louise Goldsmith, Clerk to High Halden Parish Council

AGENDA

123/25	ADMINISTRATION: Fire Exits, Fire Meeting Point, Mobile Phones, Intention to Record.
124/25	Co-Option: To consider any applications to be co-opted.
125/25	PRESENT AND APOLOGIES: To receive and accept apologies for absence (LGA 1972 s85 (1)).
126/25	DECLARATIONS OF PECUNIARY INTERESTS ON ITEMS ON THE AGENDA
127/25	MINUTES OF THE LAST MEETING: To consider the minutes of the Parish Council meeting held on the 8 September 2025 and if in order to authorise the Chair to sign as a true and accurate record ²
128/25	Clerks Report/Past Matters (Information purposes only)
129/25	County Councillor/Ward Member Report To receive any report.
130/25	Open Session: No decision can be taken during this session but the Chair may decide to refer any matters raised for further consideration. Councils cannot lawfully decide any business not specified on the agenda ³ a) To comment on Agenda items other than Planning Applications b) To raise new issues with the Parish Council c) To comment on Planning Applications

1. LGA 1972 s85 (1)

2. LGA 1972 sch.12, para. 41 (1)

3. LGA 1972, sch. 12 para. 10 (2) (b)

131/25	PLANNING Planning Applications PA/2025/1572: Land southeast of Hatchentan, Plurenden Road, High Halden Material change of use of land for the stationing of two residential caravans (mobile homes) and two touring caravans for Gypsy / Travellers; the erection of a building and the creation of an access (part retrospective) PA/2025/1590: Land to the west of 1 Durrant Green, Ashford Road, High Halden Two storey self-build detached dwelling with associated parking area. PA/2025/1702: Storage Land at Homestall Farm, Ashford Road, High Halden Change of use of land to a commercial vehicle depot and storage yard (Retrospective). Proposed new building for vehicle and material storage and associated landscaping. PA/2025/1715: Potkiln Farm, High Halden Listed Building Consent to remove window and brick infill below and to the right of and insert timber double glazed french doors to North East elevation. PA/2025/1595: Coach House, Hookstead, High Halden Proposed single-storey side extension. NOT/2025/1614: Certified Location at Potteries Farm, Pot Kiln Lane Prior Approval for the change of use of an agricultural building and land within its curtilage to a two-storey dwelling and associated operational development. PA/2025/1545: The Granary, 1 Beulah Cottages, Harris Lane, High Halden Change of use of land to residential plus construction of proposed single storey side extension. NOT/2025/1710: 1 Little Robhurst, High Halden T1, 2 & 3 Ash trees – Fell due to Ash dieback. T7 Apple tree: Fell damaged tree. T4 Northern White Cedar, T5 Paperbark Maple, T6 Japanese Maple: Fell smaller trees growing in the middle of the garden. PA/2025/1654: Wrens Nest, Wrens Nest Lane, High Halden Proposed detached dwelling, together with landscape enhancements including the provision of a woodland copse, new pond, hedgerows, tree line and replacement of existing manege with grassland. NOT/2025/1648: Church House, Church Hill, High Halden A, B, C - Cupressus Leylandii- Remove a clump of 3 trees on the boundary between Church House and Greenside. These will be replaced with a hedge of native English species. D - Cupressus Leylandii - Fell E - Conifer - Fell F - Oak - remove the lower limbs back to between 1m and 2m from the trunk to allow more light to pond. Furthermore, the higher branches will need to be trimmed to protect the BT cable that runs through the tree canopy - clear around utility cable by 500mm all smaller diameter branches (<50mm diameter) that may damage it. Decisions from ABC: Response from HHPC in italics Approvals: PA/2025/1323: Moat Farm House, Oak Grove Lane, High Halden Variation of condition 2 (approved plans) of planning permission PA/2024/1942 for Proposed self - build dwelling following demolition of existing garage to allow for re-location of position of dwelling. <i>Support.</i> NOT/2025/1433: High Halden Primary School, High Halden Notification of proposed works to trees in a conservation area. Refusals: None to consider.
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	Withdrawn: PA/2025/1427: Kippington, Redbrook Street, High Halden Lawful Development Certificate: Proposed – Addition of balustrade to flat roof for safety purposes. <i>Support.</i> Other Planning Matters: Enforcement Cases: To receive any update and to discuss any action ENF/2025/0310: Hatchentan, alleged stationing of mobile homes for residential purposes and illegal dumping of waste. ENF/2025/0107: Field west of Oak Tree Cottage known as Oak Tree Field, Woodchurch Road, alleged stationing of mobile homes for residential purposes. ENF/2025/0286: Coombewood Fishery, Redbrook Street, alleged erection of tepee.
132/25	PARISH MATTERS 1. Community Warden/Kent Police/Anti-Social Behaviour a) To discuss any recent ASB incidents 2. Review of provision/facilities for young people a) To consider the purchase of ramps/jumps for young people b) To consider a proposal to explore the provision of youth services 3. Highways: a) Outstanding Faults b) New Faults to be reported c) Highways Transportation Seminar 4. Highways Improvement Plan: a) To consider a proposal for signage amendments on the A28 5. Local Plan: To ratify the wording of a response to the consultation, in particular the proposed area for development north of St. Michaels 6. High Halden Infrastructure Needs/S106 Considerations To discuss a draft document. 7. KALC Community Awards Scheme 2025 To agree to adopt the scheme and put forward a nomination 8. Remembrance Service To discuss the arrangements and results of the consultation. 9. Councillor Surgeries/Meet your Councillor Events To discuss. 10. Ransley Field: To discuss the landscaping.
133/25	RESOLUTIONS 1. Sports Pavilion a) Fire Risk Assessment Report: To discuss the report and quotations for suggested works. 2. Policies/Administration a) Staff, Office and Administration Committee To agree the membership. 3. Jubilee Park a) To consider the RoSPA inspection reports for Jubilee Park and Hookstead and accept a quote for the remedial works

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	4. Grounds Maintenance Contract 2026-2028 To review the current specification and consider the next steps. 5. Finances a) Unity Corporate Purchasing Card for the Parish Council b) To receive the updated accounts c) Budget Review: To review expenditure against the budget. d) To receive a bank reconciliation as at the 30 September 2025 e) To agree payments in accordance with the Budget
134/25	REPRESENTATION AT MEETINGS/TRAINING a) KALC Area Committee b) KALC Extraordinary General Meeting c) KALC Planning Conference d) HHVEC
135/25	CORRESPONDENCE/CONSULTATIONS KALC 78th Annual General Meeting: Saturday 22 November 2025
136/25	ITEMS FOR THE NEXT MEETING
137/25	DATE OF NEXT MEETING Monday 10 November 2025 at 7pm
138/25	CONFIDENTIAL ITEMS

Louise Goldsmith (Clerk): (8 October 2025)

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