

ORLESTONE PARISH COUNCIL

Minutes of Orlestone Parish Council's Meeting held on Monday 8th December 2025 at 6.30pm in Hamstreet Sports Pavilion, Pound Lees, Hamstreet.

Present: Parish Councillors: Andy Othen (Chairman), Mike Wady (Vice-Chairman), Dave Farrell, Sid Gittens, Sadie Michell, Basil Smith, Mags Wellsted-Boorman, David White and the Parish Clerk (Sue Stiffell).

Also Present: Kent County Councillor Bill Barrett, Borough Councillor David Ledger,

Public Comments & Observations: None brought forward.

1. **Apologies:** Apologies were received from Steve Newton (prior engagement). Those present agreed these apologies be accepted. Apologies were also received from Borough Councillor Hicks.

2. **Declarations of Interest:**

Declarations of Pecuniary Interest (relating to items on this agenda made in order to comply with the Kent Code of Conduct): None were made at this point from Councillors present.

Declarations of Significant Interest (relating to items on this agenda made in order to comply with the Kent Code of Conduct): None were made at this point from Councillors present.

3. **Minutes From OPC's Meeting Held On 3rd November 2025: To Be Authorised as Being A Correct Record:** Mags Wellsted-Boorman proposed that the minutes from the meeting held on 3rd November 2025 be accepted as a correct record of the meeting and signed/authorised by the chairman. Sid Gittens seconded this proposal which was agreed by those present.

4. **Matters Arising From Minutes of The Meeting Held on 3rd November 2025:**

Football Pitch at The Nightingales: Following enquiries, an informal meeting is to be set up with the 'owners' of the site and representatives from Hamstreet Junior football club who are hoping to enter an agreement to use it regularly. Information had been provided to members via email chain.

5. **Reports/Updates/Correspondence:** Paper copies were made available of all reports provided; these had been circulated prior the meeting and are included at the end of these minutes. Various circulars, bulletins and fraud notices had been circulated to members via email.

Sid highlighted that he had received a quotation for a Waymarker for Greensand Way which will be located at Forge Gardens. He showed those present the diagram of the proposal. During a brief discussion it was agreed that the project continue with Sid leading and that he have delegated authority to agree a quotation for the work.

During a brief discussion regarding various highway concerns, Cllr Bill Barret requested that he be copied into emails relating to highway issues.

6. **Planning: Applications Received & Updates:**

| | |
|---------------|--|
| No: 2025/2028 | 6 Willow Drive, TN26 2HY |
| Proposal | Retrospective: Installation of garden timber decking, timber pergola, hot tub, retaining timber wall and regrading/levelling rear section of the garden Proposed: Erection of timber screening to pergola & side boundary fence |
| Comments: | No visible comments on ABC's website: A neighbour had contacted the Clerk highlighting concerns regarding its size. |
| OPC Comment: | During discussion it was agreed that the parish council would comment highlighting concerns received. |

| | |
|---------------|---|
| No: 2025/2106 | 8 Romney Road, TN26 2JB |
| Proposal: | Two storey side and rear extension with fenestration changes to front porch including relocation of front door following demolition of existing garage. |

Comments: Two objections have been noted on ABC’s website which related to the size of the proposal and the effect this would have relating to light and view.

OPC Comment: During discussion it was agreed that the concerns raised be highlighted.

UPDATE:
 Ref Planning Application No 2024/2382: Orlestone Grange, Church Lane

Agreed: Certificate of lawful development for detached single storey garden room incidental to the enjoyment of the dwelling

Developed: Large building with a purpose built car park and new entrance.

Ref ENF/2025/0359 This breach of agreed planning permission had been reported to ABC and was currently being investigated. No updates had been received to date.

No: 2025/0600 Land north by northwest of 2 Brimstone Road (The Nightingales)
 Proposal Erection of 8 dwellings with associated access, car ports, landscaping and biodiversity enhancements. Ref: application replacing proposed nursing home originally suggested for area.

Decision Approved by ABC 3rd December 2025

7.Finance:

Budget Review/Update: had been circulated to members prior the meeting. Paper copies were made available to those present. No questions were raised.

Precept Review & Set New Precept for New Financial Year: 1st April 2026 to 31st March 2027

The Clerk had circulated a forecast of expected expenditure for the new financial year which could be covered by the existing Precept of £32,272. During discussion it was unanimously agreed that the Precept be kept at £32,272.

Authorisation of Payments: The following payments were noted. It was agreed that the Chairman had delegated authority to approve payments if required before the next meeting. An up-to-date bank statement was made available to those present.

| To | For | £ Amount | Pay Details |
|---|--|----------|-------------|
| Parish Clerk | Salary for December | 589.33 | SO |
| Parish Clerk | Use of Home as Office Expenses (Dec) | 120.00 | SO |
| Reimburse Clerk | Christmas Light Competition | 100.00 | FPO |
| Sid Gittens | Reimburse Costs for Forge Gardens | 16.98 | FPO |
| Mike Wady | Reimburse Costs Refreshments/Xmas Tree | 105.25 | FPO |
| HDSL A | Refreshments Xmas Meeting | 142.80 | FPO |
| C James | Bar Steward at Xmas Meeting | 48.00 | FPO |
| Bank | Service Charge | 4.75 | PAY |
| Cosy Kettle | Refreshments: Xmas Meeting | 159.00 | FPO |
| <i>The following payments were made in January 2026</i> | | | |
| Parish Clerk | Salary for January | 589.33 | SO |
| Parish Clerk | Use of Home as Office Expenses (Jan) | 120.00 | SO |
| Bank | Service Charge | 4.25 | PAY |
| Sid Gittens | Reimburse Costs Ref Forge Gardens | 30.46 | FPO |
| Forvis Mazars LLP | External Audit Fee | 804.00 | FPO |

NB: SO (Standing Order); FPO (Faster Payment Order); PAY (Direct Payment)

12. Items for Next Agenda/Any Other Business: None brought forward

13. Date & Time of Next Meeting: Monday 2nd February 2025 at 7pm

Meeting Concluded at 7.10pm

Chairman’s Signature:

Tabled Reports Provided At Meeting & Circulated Via Email Prior Meeting

Highways – Update 4th December 2025

Highways Improvement Plan has been Updated.

An informal site meeting was held with Kent County Councillor Bill Barrett, Kieran Doble KCC Community Liaison Officer: Highways & Transport and Parish Councillors Mike Wady and Sid Gittens on 12th November 2025.

The following issues were raised:

Parking in Main Highstreet: Kieran Doble is looking into the possibility of installing higher kerbs to help prevent vehicles parking on the footpaths, but notes that this may create flooding issues to properties in the area. He is looking for agreement to install a loading bay and has contacted Morrisons regarding this idea.

Road Surface by Dukes Meadow: It was asked that the road be assessed and noted that there is a permanent wave in the road. James Cuningham: Ashford Highways Manager reported ' We would not currently prioritise this for works this financial year. We would look to do something here in the new financial year. At present we are carrying out essential works only as we move into the winter months, we only have minimal budget remaining for the year to carryout safety critical works. This area has not been assessed as safety critical and I would agree with that assessment as it currently stands.' Ref No/ Report No 911527 Risk Assessed no action required.

Water Leak: Leaking Pipe From 36 Carter Wood: Causing Localised Flooding: Rebecca Smith: ABC Service Lead Income and Neighbourhoods has reported that 'Water Link has identified the cause of the leak, this has now been resolved and the next steps is for ABC's drainage contractor to complete works and dispersed soiled will be back filled'.

Pavements: The need to repair uneven pavement in the centre of the village: Ref No/Report No 911519 – Under investigation

Damaged Street Signs: Ref street signs in The Street: Ref No/Report No 911539 – Works Completed

Overgrown Hedges: Overgrown hedges by crossroads in village centre; obstruction to footpath. Ref No/Report No: 911547 – under investigation

Overgrown Hedge Near Ruckinge Road Junction: Ref No/Report No 911549 – Risk Assessed: No action required

Dropped Kerb Outside Cotton Hill House: The need for a dropped kerb to be reduced; this is directly outside Cotton Hill House and is far too raised off the road to be safely used by wheel chair users exiting the home. The local highways steward is to inspect.

On KCC's Highways Portal:

Potholes: Ruckinge Road – Need more work

Street Lights Not Working: Require more work - Fairfield Terrace; Ruckinge Road Opposite Junction to Cock Lane; Village Way, The Street (Opposite Fern Cottage), The Street Outside Methodist Church, Warehorne Road Junction with Ashford Road

Damaged Manhole Cover By Entrance to Lancaster Close: Works being programmed

Dirty/Damaged Street Sign Opposite St Mary's Close: Works being programmed

Alleyway By Bowls Club Leading From Bunkley Meadow to Ruckinge Road: The street light that is not working, the need for the surface to be repaired and over grown hedge have been reported. No feedback received to date.

Alleyway Leading from The Street to Bunkley Meadow: The uneven surface and potential tripping hazard has been reported to the PROW: reply they will investigate.

Noisy Empty Lorries Travelling Along Ashford Road: An email was sent to Mark Luck Ltd regarding their lorries that were travelling along Ashford Road with a request that the drivers be asked to slow down. No response received.

Pound Leas Recreation Ground:

The parish council's solicitor was drawing up an agreement between OPC and HDSL A for the bottom field (new field). An estimate for this service being £650. Once completed a new agreement will be drawn up for the top field between both parties.

Christmas Celebrations: The parish council are to provide three prizes of vouchers to the 'Best Christmas Light Display'. Winner and two runners up. Sid, Mike and Dave had put up a Christmas Tree at Forge Gardens.