YOU ARE SUMMONED TO ATTEND THE MEETING OF THE **FULL HARTLIP PARISH COUNCIL** ON **WEDNESDAY 14 JANUARY 2026** AT 19:00PM IN THE HARTLIP VILLAGE HALL MEETING ROOM

Members of the Public and Press are welcome to attend

Signed: Mr C Henley
Clerk and Proper Officer
2 Alfriston Grove, West Malling, ME194SR

Date of Issue: 8 Jan 2026

Members: Cllr K Fisher (Chair), Cllr S Black, Cllr D Harper, Cllr G Maleed, Cllr D Wellard, Cllr J Olver. Cllr J Podolsky

PUBLIC PARTICIPATION IN GENERAL

Members of the public may also be allowed to speak during the meeting, on agenda items only and with express permission from the Chair. Anyone wishing to attend and/or speak on the agenda item during Public Participation should book in prior to the meeting. Please contact clerk@hartlippc.gov.uk

RECORDING (AUDIO AND /OR VIDEO OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During the meeting the public are allowed to record the Committee and Officers from the front of the public seating area only, providing it does not disrupt the meeting. Any items in the exempt part of the agenda cannot be recorded and no recording device is to be left behind. If another member of the public objects to being recorded, the person(s) recording must stop doing so until the member of the public has finished speaking. The use of social media is permitted, but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

MOBILE PHONES

Members of the public are reminded that the use of mobile phones (other than silent) is prohibited at all Parish Council meetings.

Agenda

473.FCA/01/26 **To receive apologies for absence**
Relevant Legislation: Local Government Act 1972, s85
Members not in attendance must tender their apologies to the clerk and reason for absence to the clerk on the summons prior to the meeting
Agree any action

474.FCA/01/26 **To receive declarations of interests and lobbying**
Relevant Legislation: Localism Act 2011, s31
In accordance with the Localism Act 2011, members are to disclose pecuniary or any other interests in any item on the agenda. The members are individually responsible for declaring their position.

475.FCA/01/26 **Minutes**
Relevant Legislation: Local Government Act 1972, sch 12, p 41
To receive as correct and approve for signature the minutes of the Full Council Meeting held on 10 December 2025.

476.FCA/01/26 **External Reports and Updates**
To receive any external reports from County and Borough and Police Liaison.

477.FCA/01/26 **Public Participation**

Relevant Legislation: Local Government Act, s100

In accordance with LGA 1972 S100, the meeting will be adjourned for this item to take place. Will then resume for the remainder of the meeting. The council is keen to encourage public attendance at meetings and will therefore provide an opportunity to parish registered electors, to participate in meetings. Residents are permitted 3 minutes to speak and the public session is restricted to 15 minutes, unless extended by the Chair.

478.FCA/01/26 **Correspondence**

I. Email from HVHMC regarding maintenance work at Village Hall.
II. Email from SBC regarding Precept submission.
III. Submissions in Dec towards the Highways Public Consultation.
IV. Email from HPC mail provider regarding renewal.
V. Email from ILOS Energy regarding a planning application in Old House Lane.
VI. Email communication from Jigsaw Project *requiring permission and resolution to publish.*

479.FCA/01/26 **Planning – https://pa.midkent.gov.uk/**

Relevant Legislation: Town and Planning Act 1990

To receive urgent updates on planning matters.

I. 25/505118/FULL17/12/2025 35 Hartlip Hill, ME9 7NZ. Erection of two story front extension and entrance canopy.
II. 25/505091/SUB12/12/2025 The Barn, Dane Lane ME97TE Conversion of agricultural building and water tank. Erection of garage and hardstanding
III. 25/505027/TCA Adelante, The Street, ME97TH. Conservation area notification to reduce one Magnolia.
IV. 25/504796/FULL01/12/2025 Hartlip Endowed Church of England Primary School. Retrospective demolition of open-sided structure store/shelter/garage
V. Any additional urgent planning matters

480.FCA/01/26 **Hartlip Parish Council Reporting** – Agree any actions

I. Recreational Ground – to receive update
   (a) Working Group update if available.
   (b) Members to receive update regarding accident and fencing damage at Munns Lane Recreation Ground.
II. Parkland – to receive update
   (a) Members to receive any updates regarding the facility following December inspection.
III. Highways Footpaths and Environment – to receive update
   (a) Signage Working Group update
   (b) Highways Improvement Plan Meeting 19 Jan 2026.
   (c) Public consultation completion results. Members to consider action going forward.
IV. Allotments – to receive update
   (a) Working Group update if available.
   (b) Members to receive an update regarding plot availability and new tenant applications.
   (c) Community Chat Garden update.

481.FCA/01/26 **Finance Reporting**

Relevant Legislation: Acts and Audit Reg 2015, Lcl Audit and Ac'bility Act 2014

I. Financial review bank statements and bank reconciliation - Councillors to view and sign.
II. Payments received: Detailed in papers
III. Payments for approval: Detailed in papers for member approval

482.FCA/01/26 **Clerk Updates** – Agree any actions

I. Public Consultation Report.
II. Any other urgent updates.

483.FCA/01/26 **Budget Preparations 2026/27** – Agree any actions

I. Working Group update.
II. Members to consider approval of final draft proposed budget for the period.
III. Members to consider the setting of precept. Deadline set by SBC 16 January 2026.

484.FCA/01/26 **Parish Communications** – Agree any actions

I. Cllr Podolsky to present on current methods of communication.
II. Cllr Podolsky to present on proposal for any improvements. Members to consider the amendments to community engagement.

485.FCA/01/26 **KALC Community Awards** – Agree any actions

I. Members to receive nominations for the annual award.
II. Members to resolve a nomination to forward from HPC for the award.

486.FCA/01/26 **Items to be considered for inclusion on the next Full Council agenda**

To receive any additions, for noting only, no discussion at this meeting.

487.FCA/01/26 **Date of next meeting**

11 February 2026

488.FCA/01/26 **Close of Meeting**

If you would like any further information on any item on the agenda, please contact the clerk clerk@hartlippc.gov.uk