



WATERINGBURY PARISH COUNCIL

c/o Suzanne Parr, 9 Warden Mill Close, Wateringbury, Kent, ME18 5DJ

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TO: All members of the Parish Council

In accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend a meeting of Wateringbury Parish Council on Tuesday 01 July 2025 at 7.30 p.m. The meeting will be held in the Wateringbury Village Hall.

Suzanne Parr, Clerk and RFO

25 June 2025

NOTICE OF MEETING

Public Notices of the meeting has been given in accordance with Schedule 12, Para 10 (2) of the Local Government Act 1972. The meeting is open to the press and public.

Public Participation: A period of time has been set aside during with the Parish Council invites Questions from Parishioners present (15 minutes is allowed for this part of the meeting, the minute book is closed for this part of the meeting).

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

Members of the public attending this meeting are advised that it may be filmed and recorded. Members of the public are allowed to record the Parish Councillors 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 recoded 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.

MOBILE PHONES: Members of the public are reminded that the use of mobile phones (other than silent) is prohibited at Parish Council and Committee Meetings.

AGENDA

25/34 Apologies for Absence and Absentees

Cllrs to consider if apologies are acceptable.

25/35 Declarations of Interest and/or lobbying and intention to record

Cllrs to declare any pecuniary or non-pecuniary interests in matters to be considered on this agenda.

25/36 Councillor Correspondence

25/37 Chairman / Clerks Report

Relevant matters to Wateringbury Parish Council

25/38 Reports from County Councillor, Borough Councillors & Police Representatives

25/39 ADJOURNMENT FOR A SHORT PUBLIC OPEN SESSION

25/40	Minutes	
25/40.1		To confirm the minutes from the meeting held on 03.06.25 (Attached)
25/40.2		Matters Arising from the minutes not otherwise on the agenda (For information only)
25/41	Reports from Representatives on other bodies.	
25/41.1		Highways & Speedwatch
25/41.2		Wateringbury Sports & Recreational Association
25/41.3		T&M Area Committee of KALC
25/41.4		Parish Partnership Panel
25/41.5		Cemetery <ul style="list-style-type: none"> • Insurance Claim • R L Surveys Ltd • Topple Test • Scribe Cemetery Package • Spectrum Graphics (Headstone Notice & Rules Signage) • Day Tree Fellers • Forge Engineering • Volunteers
25/41.6		Allotments
25/41.7		Wardens Report
25/42	Matters for Noting	
25/42.1		Planning Committee: Draft minutes from the meeting held on 03.06.25
25/42.2		TMBC – Parking Patrol Team
25/42.3		In Post U
25/42.4		Castle Water – Refund Update
25/42.5		Lorry Watch Scheme
25/42.6		Cold Calling Scheme
25/42.7		Resident Request to address overgrown hedging at Hotel
25/43	Finance	
25/43.1		Bank Statement Reconciliation at 25.06.25
25/43.2		Payments for Approval <ul style="list-style-type: none"> • Clerk • Warden • HMRC • Netwise (Website Annual Fee) • PC Matters • Playdale Payments • R L Surveys Ltd • Viking Office UK Ltd • S Cockburn • Gill Turner Tucker
25/43.3		Receipts for Noting <ul style="list-style-type: none"> ▪ Drayhouse Meadows ▪ Wateringbury Pear Orchards Ltd
25/43.4		Update on Scribe Finance Package
25/43.5		Creed Tax – End of Year Reconciliation
25/43.6		Update on Parish Infrastructure Monies
25/43.7		Agreement to August Payment Approval Process

- 25/44 Village Maintenance Updates:** To receive any new information in respect of the following
- 25/44.1 Village Lock-up
 - 25/44.2 Glebe Meadow
 - 25/44.3 Solar CCTV Upgrade to Asset Sites
 - 25/44.4 Anti-Social Behaviour Enforcement Team
 - 25/44.5 RoSPA Play Safety Annual Inspection of Senior Play Area
 - 25/44.6 Purchase of Community Benches
- 25/45 Leases and Contracts:** To receive information and consider WPC actions in respect of the following
- 25/45.1 Wateringbury Car Park – Proposed Lease
 - Gill Turner Tucker
 - RBLI Signs
 - TMBC
 - 25/45.2 QE II Fields
- 25/46 Correspondence**
None to Consider.
- 25/47 Public Discussion Review:** To review any comments from residents in the audience.
- 25/48 Date & Time of Next Meeting:** To confirm as 2nd September 2025
- 25/49 Consideration in Private - Exclusion of Press and Public:** There are only a few reasons why, legally the public and press can be excluded from a meeting. The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states “A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest or because of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.” It is generally considered acceptable to exclude the press and public if the agenda item relates to the consideration of tenders, leases or purchases of assets, for matters relating to staffing covered by the Data Protection Act and to consider complaints against the council or a Code of Conduct Complaint.
- 25/49.1 Staffing Matters
 - 25/49.2 Code of Conduct Matters