



WATERINGBURY PARISH COUNCIL

MINUTES OF A FULL MEETING OF WATERINGBURY PARISH COUNCIL HELD ON TUESDAY 03 JUNE 2025 AT 7.30 P.M. IN WATERINGBURY VILLAGE HALL

PRESENT: Cllrs. Hudson (Chairman), Chitty, Edmonds, Edwards, Mathieson, Packham, Young.

ALSO PRESENT: Suzanne Parr Clerk and Residents of the Village - **8 Public Members**

The Chairman opened the meeting and welcomed all present.

25/18	Apologies for Absence and Absentees Cllr Hutchinson on Holiday	Noted
25/19	Declarations of Interest and/or lobbying and intention to record There were none.	Noted
25/20	Election of Planning Chairman and Planning Vice Chairman Cllr Mathieson – Chairman Cllr Young – Vice Chairman	Unanimous Unanimous
25/21	Chairman / Clerks Report Various actions carried out by Clerk/Chairman Noted Below	Noted
25/22	Reports from County Councillor, Borough Councillors & Police Representatives Cllr M Boughton attended the Local Government Reorganisation Parish Partnership Panel meeting at the end of May. Discussions continuing. Separately, new Housing Developments will have to be considered in all Boroughs wherever possible.	Noted
25/23	ADJOURNMENT FOR A SHORT PUBLIC OPEN SESSION Cllr Hudson advised Croudace Homes have still not submitted any Planning Application for Fields Lane Development. Bow Road Garage moved cars on to pathway to undertake debris removal/maintenance of their court yard and Resident was inconvenienced. Fields Lane – Overgrown hedging, sited in the Village Hotel Car Park, causing a nuisance to residents walking on pathway the other side. Cllr Hudson to action. WPC agreed to investigate Cold Calling to elderly Wateringbury Resident. What can be done to deter cold callers? Cllr Hudson/Clerk to action.	Noted Noted Noted Noted

These minutes are not a verbatim record of the meeting but a summary of discussions and decisions made at the meeting.

Vice Chairman:

Date: 01 July 2025

Cllr Hudson advised clear images of young offenders causing disturbances in the Village have been captured on CCTV and given to Kent Police. **Noted**

Cllr Hudson advised CCTV in the Village also present in Hand Stores, Post Office, Hotel and Petrol Station Garage for Police to access. **Noted**

Disappointment no Police presence at the Meetings **Noted**

25/24 Minutes

25/24.1 **Minutes from the meeting held on 06 May 2025.**
It was proposed, seconded and:
RESOLVED: That the minutes be approved as a true record of the proceedings. **Unanimous**

25/24.2 **Matters Arising from the minutes not otherwise on the agenda**
None Noted. **Noted**

25/25 Reports from Representatives on other bodies.

25/25.1 **Highways & Speedwatch**

175 Observations of speeding vehicles
15 Letters sent to repeat (twice or more) offenders.
1 Letter sent to high end offenders (45+ mph in 30 mph zone).
0 Vehicle's details have been passed to officers for active Enforcement **Noted**

Speedwatch Report to be sent by Clerk to all Cllrs once received. **Noted**

Belicia Beacon Installation – Cllr Hudston monitoring. **Noted**

25/25.2 **Wateringbury Sports & Recreational Association**

Clerk still to action Tenders for Tree/Hedge Cutting at Bottom Field. **Noted**

25/25.3 **T&M Area Committee of KALC**

No Meeting **Noted**

25/25.4 **Parish Partnership Panel**

Social Housing Demand (exceeds supply)
Alternations to the TMBC Planning Portal to help support Parish Councils with better information. **Noted**

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Vice Chairman:

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25/25.5

Cemetery

R L Surveys

WPC Approved Quotation for Topographical Survey
- £1,595 +VAT.

Unanimous

Outstanding Services/Enquiries

- Burials – 1
- Cremations – 1
- Headstones – 12
- Reservation Enquiries – 5

Noted

Data Transfer from Ledgers to Excel – Not Started

Noted

Phase 1 of Tree Work Completed by Day Tree Fellers
Noted under Finance 25/27.2

Noted

Phase 2 – Estimate of Costs £1,850.00 + VAT –
Day Tree Fellers WPC Approved

Unanimous

Forge Engineering – Barrier Replacement - £1,850 + VAT
Plus 3 New Posts @ £225 + VAT each; hedge has been
cut by Day Tree Fellers to allow for work to begin.
WPC Approved.

Unanimous

Highways contacted to take over Verge Cutting to the
right of the main Cemetery entrance in front of Field.
Clerk to follow-up.

Noted

Set-in-Stone Maidstone – Appointment arranged for
10.06.25 at 11am with Clerk to do the 5 Year Topple
Headstone Testing Investigation

Noted

25/25.6

Allotments

Contractors invited to tender for Allotment Works

Noted

Chipping Delivery to the Allotment Site still to be
rearranged. Clerk to action

Noted

25/25.7

Wardens Report

All issues notified to the Clerk.

Outstanding:-

Wooden Post needs re-fitting which is acting as a “Barrier”
around Swing; Recreational Ground.

Fence Slat Repair at Fencing in top half of the
Recreational Ground.

Broken Safety Link on Swing Chain – Playdale to replace.

Clerk to action.

Noted

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Vice Chairman:

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25/26	Matters for Noting		
	25/26.1	Planning Committee: Draft minutes from the meeting held on 06.05.25 were noted.	Noted
	25/26.2	Annual WPC Asset Maintenance Contract Glebe Meadow - within 01.04.25 Minutes a charge of £90 extra to strim site was approved by WPC. Invoice noted in 25/27.2 shows fee has been reduced to £20. A slight discrepancy in same invoice against Dray Horse Meadows Charged £40.00 – Contractor Agreement states £38.50 RFO approved as presented.	Noted
	25/26.3	Malicious Intent Crime Registered with Kent Police against WPC Police and Insurers Recommendations Outstanding.	Noted
25/27	Finance		
	25/27.1	Bank Statement Reconciliation at 31.05.25 Current Account £12,954.37 Deposit Account £182,004.87	Noted
	25/27.2	Payments for Approval	
		• Clerk	Noted
		• Warden	Noted
		• HMRC	Noted
		• Imperative Training Ltd	Noted
		• Four Jays Group	Noted
		• TMBC (Anti-Social Behaviour Team)	Noted
		• D Bradford	Noted
		• Kings Hill Clerk T. Brockey	Noted
		• Kings Hill Clerk H. Usher	Noted
		• IT Solutions Kent Ltd	Noted
		• PC Matters	Noted
		• Day Tree Fellers (Cemetery)	Noted
		• Day Tree Fellers (Recreational Ground)	Noted
		• Viking Payments	Noted
		• Three Counties Contracting	Noted
		• Starboard Systems Ltd	Noted
	25/27.3	Receipts for Noting	
		▪ Drayhouse Meadows £521.00	Noted
		▪ Allotments £85.00	Noted

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Vice Chairman:

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25/27.4	Update on Scribe Finance Package Clerk to provide additional information to complete Data Entry.	Noted
	<ul style="list-style-type: none"> ○ 23/24 AGAR Account Statements ○ Bank Reconciliation 31.03.24 ○ Bank Statements 01.04.24 to 31.03.25 for Both Accounts 	
25/27.5	Update on Parish Infrastructure Monies Clerk negotiated an extension to Deadline – All Information must be returned by 01.07.25	Noted
	Clerk to send quotes for MUGA to all Cllrs for consideration.	Noted
25/28	Village Maintenance Updates:	
25/28.1	Village Lock-up Chair and Clerk to Meet Landlord of Connecting Property 05.06.25 to discuss Tree Felling and Guttering	Noted
	Clerk to Secure Quotations for Excavation Work; Southern Stone provided Scope of Works Required.	Noted
	TMBC confirmed ownership of Land and works will include returning area back into a grass bank once completed.	
	TMBC Investigating Redirection of Cabling feeding Street Lights prior to Excavation Work starting.	Noted
25/28.2	Glebe Meadow 03.06.25 Clerk emailed Clarion again to resolve removal of Plastic Fencing and vegetation spilling from their Properties into Glebe Meadow Playground.	Noted
25/28.3	CCTV Upgrade – Village Hall Car Park Consultant has still to provide costings. However, the work can only be done once WPC have taken over the Lease Agreement from TMBC; unless WPC seek their approval in the meantime.	Noted
25/29	Leases and Contracts: To receive information and consider WPC actions in respect of the following	
25/29.1	Play Inspection Reports Playdale to visit W/C 16.06.25 to action urgent repairs to swing set (approved at FC Meeting on 06.05.25 under 25/12.1)	Noted
25/29.2	Wateringbury Car Park – Proposed Lease Gill Turner Tucker Acting – Costs/Timeframe to be advised. TMBC still to provide costs to replace Street Lamps	Noted

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