

## **AGENDA**

### **COLLIER STREET PARISH COUNCIL**

To All members of the Parish Council. You are hereby summoned to attend the **meeting of COLLIER STREET PARISH COUNCIL** at the Orchard Room of St MARGARETS SCHOOL, COLLIER STREET on Monday 5<sup>th</sup> JANUARY 2026 commencing at 19.00PM

Signed: Mrs. M Rumble  
Clerk of Collier Street Parish Council  
Date: 29<sup>TH</sup> DECEMBER 2025

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk. Details of our full recording policy can be found on our website.

**All members of the public are welcome to attend and are reminded that this is a Parish Council meeting held in public, not a public meeting.**

The meeting will be adjourned to allow members of the public to ask questions. Anyone wishing to address the Council on any subject, should note the following details:

**Any question must be sent as a transcript, at least seven days prior to the meeting, (29<sup>TH</sup> DECEMBER 2025) to the Clerk - [clerk@collierstreetparishcouncil.gov.uk](mailto:clerk@collierstreetparishcouncil.gov.uk)**

- **If more than one person wishes to speak about the same item, a spokesperson must be nominated**
- All questions should be courteous, and the speaker must not deviate from the subject
- This is an opportunity to ask questions, not to raise complaints against the Council or any Councillor
- Councillors may decide to answer the question at the meeting or add any item to the agenda of a later Parish Council meeting

**It is proposed to transact the following business:**

**26.01.01. To receive apologies and reasons for absence**

**26.01.02 To receive declarations of personal, prejudicial, and disclosable pecuniary interests on items on the agenda and updates to members' register of interests**

**26.01.03 ELECTION OF CHAIRMAN – To sign the Acceptance of Office**

**26.01.04 ELECTION OF VICE – CHAIRMAN (if required)**

**26.01.05 Public Forum – time limit 15 minutes (three minutes per person)**  
This is a concessionary short session and will be limited to 15 minutes. Three minutes per person will be allowed and only if time permits will further comments be heard. This is a for information session only and no action can be taken upon those items raised.

**26.01.06 County Councillor and Borough Councillor Reports**

**26.01.07 Approval of Minutes.**  
To approve the minutes of the parish council meeting held on 3<sup>RD</sup> OF NOVEMBER 2025 as a true and accurate record (Chairman to sign the minutes)

**26.01.08 Planning. (Chair: Cllr Highwood)**

**26.01.08.01** New applications

25/504308/FULL	<b>ADDRESS:</b> Land Adj Moors Cottages Spenny Lane Marden Kent TN12 9PR <b>PROPOSAL:</b> Erection of 2x 3 bed semi-detached dwellings with parking and access. <b>COMMENTS DUE BY</b> 20 <sup>th</sup> January 2026
25/504601/FULL	<b>ADDRESS:</b> 1 Kings Lane Cottages Kings Lane Marden Kent TN12 9PP <b>Proposal:</b> Change of use of 15m of paddock land along northern boundary to residential use to extend the existing residential garden.
25/504701/FULL	<b>ADDRESS:</b> Land Adjacent to Churston Burtons Lane Marden Kent TN12 9PN <b>PROPOSAL:</b> Erection of freestanding array of 144 solar PV panels

**26.01.08.02** Planning Decisions made by Maidstone Borough Council

25/503026/SUB	<b>PROPOSAL:</b> Erection of a self-build detached annexe with associated parking (resubmission of 24/503273/FULL). <b>ADDRESS:</b> The Stable Crow Plain Collier Street Tonbridge Kent <b>APPLIED REFUSED</b>
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**26.01.09 Correspondence List – Circulated prior to the meeting.**  
None

**26.01.10 Finance Items – Resolution to approve all the following items.**

**26.01.10.01** RBS Bank Reconciliation  
Community Account – November 2025  
Money Manager – November 2025

**26.01.10.02** HSBC Bank Statement  
Community Account – November 2025  
Money Manager – November 2025

**26.01.10.03** RBS Trial Balance YTD

**26.01.10.04** RBS Budget Report YTD

**26.01.10.05** To note any income since the last meeting.  
None

**26.01.10.06** Payments made outside of the meeting to be authorised at this meeting.  
Payments for January 2026 to be authorised at this meeting and paid by ONLINE BANKING following approval at this meeting.

**26.01.10.07** **RESOLUTION** TO approve the Budget for 2026/2027 (circulated prior to the meeting) and to set the Precept for 2026/2027

1. Maintaining the current Band D charge:  
The current band D charge of £ 56.04 will generate a precept of £23,995 from the tax base for 2026/27.  
There would be increase of £ 195.00 in total funding.  
There would be no change in the parish element of the council tax for each resident.

2. Maintaining the current precept:  
The 2025/26 precept of £ 23,800.00 could be maintained by a £ 55.58 band D.  
This would decrease the charge to each band D taxpayer in 2026/27 by £ 0.46.

**26.01.10.08** **RESOLUTION** to approve the Clerks working hours an increase of 10 hours per week to 12 hours per week from April 2026 and include in the Budget.

**26.01.11** **CIL MONIES (Cllr D Papas)**  
No spend since last meeting.

**26.01.12** **Highways and Footpaths**

**26.01.12.01** HIP - any further updates

**26.01.12.02** Highways – outstanding items

**26.01.13** **Recreation Ground and Car park**

**26.01.13.01** Village Green Electrical connection (Cllr Ben Ward)

**26.01.13.02** Bollard Lighting – To approve the quote from Oast Fencing for the Labour (already circulated)

**26.01.13.03** CCTV – Update on this since the last meeting.

**26.01.13.04** **RESOLUTION** – To approve the Grounds Maintenance contract from Paul Waring for the season 2026/2027 and accept the quote (to follow)

**26.01.13.05** **RESOLUTION** – To agree a formation of a working group for the New Play Area including members of the public

**26.01.13.06** **RESOLUTION** if agreed, to approve the Terms of Reference for the Working Group (as pre-circulated)

**26.01.14** **Flooding (Cllr Jack Highwood)**

**26.01.15** **DATE OF THE NEXT PARISH COUNCIL MEETING**  
The next Parish Council meeting will be held on Monday 2<sup>nd</sup> February 2026, commencing at 19.00pm - Orchard Room of St MARGARETS SCHOOL, COLLIER STREET.

*Michelle Rumble - 29<sup>th</sup> December 2025 - Date of Notice*