



# DETLING PARISH COUNCIL

Parish Clerk: Mrs Wendy Licence  
14 Trapfield Close, Bearsted,  
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## ***To all Members of the Parish Council, members of the public and press.***

Members are hereby summoned and notice is given that the **Annual Parish Council Meeting** will be held on **Tuesday 6 May 2025** in the Committee Room, Detling Village Hall, following the Annual Parish Meeting which starts at 7pm.

**Public Time:** To discuss, for a maximum of thirty minutes, (three minutes per person) any questions received from members of the public on agenda items. The minute book will be closed during this item.

### **1. Election of Chairman**

To elect a Chairman and receive their Declaration of Office

### **2. Election of Vice Chairman**

To elect a Vice Chairman and receive their Declaration of Office

### **3. Apologies.**

To receive apologies for absence.

### **4. Declaration of Interest. or Lobbying**

Members are invited to declare disclosable pecuniary interests and other interests in respect of items on the agenda as required by the Detling Parish Council Code of Conduct for Members and by the Localism Act 2011.

### **5. Dispensations**

To consider any dispensation request received by the Clerk and not previously considered.

### **6. Items to be taken in closed session**

To determine which items, if any, of the agenda should be taken with the public exclusion of the Press and the Public: To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting

### **7. Committees and Working Groups**

- a) To Appoint Committees, Committee Chairman and Vice Chairman
- b) To Appoint Members to the Highways and Transportation Working Group
- c) To Appoint Members to the Open Spaces Working Group

### **8. To Appoint Representatives to External Bodies**

- a) To confirm KALC representatives
- b) To confirm Village Hall representative
- c) To confirm Co-ordinated Parishes Traffic Group representative
- d) To confirm and update Councillors areas of Interest

### **9. To Adopt the Scheme of Delegation**

**10. Approval of the minutes of the meeting held on 1 April 2025**

- a) To consider the minutes of the previous meetings and if in order sign as a true record.
- b) Matters arising from the minutes (except those issues appearing under specific headings)

**11. Visitors**

- a) Borough Councillor
- b) County Councillor

**12. Correspondence****13. Planning**

- a) To receive an update
- b) Ref: 25/501241/FULL  
Address: Mount House Scragged Oak Road Detling Kent ME14 3HB  
Proposal: Conversion of an existing garage into an ancillary habitable space.
- c) Ref: 25/501420/FULL  
Address: Tawanda Pilgrims Way Detling Kent ME14 3JY  
Proposal: Conversion of an outbuilding to a holiday let including alterations to fenestration and associated parking.

**14. Financial Matters:**

- a) Finance report
- b) Invoices for payment
- c) Review of Financial Regulations

**15. Highways**

- a) To receive an update
- b) To consider quotation for Speed Indicator Device
- c) To consider design fee for 20mph speed limit

**16. Open Spaces**

- a) Monks Meadow and Horish Woods -To receive an update
- b) Play area- to receive an update

**17. To consider Assets of Value to the Community****18. Date of Next Meeting – Tuesday 3 June 2025**

Wendy Licence (Mrs)  
Clerk to Detling Parish Council

Date: 30 April 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.