



Parish Office
Staplehurst Community Centre
High Street, Staplehurst, Kent
TN12 0BJ

Parish Clerk
Richard Griffiths

Tel **01580 891761**

Email clerk@staplehurst-pc.uk

Website www.staplehurst-pc.uk

To the members of Staplehurst Parish Council You are summoned to attend a meeting of Staplehurst Parish Council to be held

Tuesday 22nd April 2025, 7.30pm.

**Infant Hall, Staplehurst Primary School,
via Gybbon Rise entrance**

PUBLIC FORUM – Before and after the meeting the Chairman will invite members of the public to speak for a maximum of 3 minutes each, relating to issues on the agenda or about planning issues of local concern. Please state name and address prior to speaking. Attendees are requested to notify the Chairman of any intention to film, photograph or record during the meeting / part of the meeting.

Comments about items on the agenda may be sent to clerk@staplehurst-pc.uk by **4.00pm on the day of the meeting.**

Maidstone Borough Councillor's Report (Standing Item):

AGENDA

1. APOLOGIES:

2. COUNCILLOR DECLARATIONS regarding items on the Agenda:

- 2.1.** Declarations of Lobbying
- 2.2.** Changes to the Register of Interests.
- 2.3.** Interests in Items on the Agenda
- 2.4.** Requests for Dispensation

3. APPROVAL OF FULL COUNCIL MINUTES: (5 minutes)

Pages 2335 – 2344 31st March 2025 available at [Full Council - Staplehurst Parish Council - Staplehurst Parish Council, Staplehurst, Tonbridge \(staplehurst-pc.uk\)](#) to be signed by the Chairman.

4. FINANCE REPORTS & PROPOSALS

4.1 Payment list, Summation and Balance sheet (5 minutes)

4.2 SMFC CIC Youth request for refund of pitch hire fees (5 minutes)

Resolution: To consider a refund of Youth pitch hire fee due to inclement weather and the club booking alternative pitches in 2024/25

4.3 Review of SMFC CIC ground hire fees 1st August 2025 – 31st July 2026 (5 minutes)

Resolution: To consider a request by SMFC CIC to reduce the SMFC CIC ground hire fees by £600 for 1st August 2025 – 31st July 2026

4.4 SMFC CIC request for a refund (5 minutes)

Resolution – To consider a request by SMFC CIC for a refund

4.5 Venue for Parish Council and Planning Committee meetings (5 minutes)

Resolution: To consider venue for Parish Council and Planning Committee meetings from 12th May 2026.

5 CLERKS REPORT ON OUTSTANDING MATTERS – attached (5 minutes)

6 PROPOSALS FOR DISCUSSION and DECISION -

7. CORRESPONDENCE & PARISH ISSUES for decision or noting:

8. Chairman's Report

8.1 Committee and working group minutes for noting

8.1.1 Planning Committee minutes of 7th April 2025

8.1.2 Road Safety Group next meeting 28th April 2025

8.1.3 Jubilee Field Working Group next meeting 29th April 2025

8.1.4 SCEnic next meeting 24th April 2025

8.1.5 3G Multi-Sports pitch working group meeting – to be arranged

8.1.6 Employment, Finance and Strategy Group meeting minutes 17th April 2025 to follow

8.1.7 NDP Review Group meeting to be arranged

8.1.8 Communications Group meeting minutes 9th April 2025

8.1.9 Greener Staplehurst Group meeting - to be arranged

9 REPORTS FROM LOCAL COMMUNITY GROUPS (written reports for noting)

10 Confidential

Pursuant to Section 1 of the Public Bodies [Admission to Meetings] Act 1960 the Parish Council will be asked to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted'.

Councillors are respectfully reminded that should they be unable to attend any Parish Council Meeting, of which this Agenda is a formal summons, they should notify the Parish Clerk with their apology and reason for non-attendance. Failure to do so for a continuous period of six months will result in automatic disqualification from the Council.

Deadline for such notification to the Parish Clerk is by 4.00pm on the meeting day.

RJ Griffiths

Richard Griffiths Parish Clerk

16/4/25

Parish Council Saturday Surgeries with Borough Councillor Perry (Staplehurst Library 10.00am – 12.00pm)	
<u>Date</u>	<u>Councillor</u>
26 th April 2025	Borough Councillor John Perry / TBC
31 st May 2025	Borough Councillor John Perry / TBC
28 th June 2025	Borough Councillor John Perry / TBC
Future Parish Council meeting dates	
12 th May 2025 -AGM	7:30pm Infant Hall Staplehurst Primary School
2 nd June 2025	7:00pm Infant Hall Staplehurst Primary School
23 rd June 2025	7:30pm Infant Hall Staplehurst Primary School

Minutes & Agenda Circulation List:

Chairman	Paddy Riordan	Vice Chairman	John Perry
Mel Alesi	Margaret Arger	Jose Castro	Richard Ash
Adele Sharp	Eric Hotson	Bill McLaughlin	Alan Pett
Ani Martin	Catherine Farragher	Mike Wakeford	Chris Rhodes
Josh Melville		County Councillor	Lottie Parfit