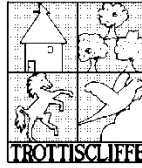


TROTTISCLIFFE PARISH COUNCIL

Miss C Gavin
38 McArthur Drive, Kings Hill, ME19 4GW
Tel: 07506 414549 Email: clerk@trottiscliffeparishcouncil.org



27 September 2025

Dear Sir/Madam

ALL COUNCILLORS ARE HEREBY SUMMONED TO
THE PARISH COUNCIL MEETING OF
TROTTISCLIFFE PARISH COUNCIL

To take place on **Thursday 2 October** in Trottiscliffe Village Hall at 7.30pm
where it is proposed to transact the business as shown in the agenda below
The meeting will be open to the press and public (Admission to Meetings Act 1960)

Charlie Gavin

Charlie Gavin
Clerk to Trottiscliffe Parish Council

AGENDA

ADMINISTRATION: Fire Exits, Fire Meeting Points, Mobile Phones.

82/25] APOLOGIES FOR ABSENCE

83/25] DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATIONS

84/25] INTENTION TO RECORD THE MEETING

85/25] APPROVAL OF MINUTES

To consider the minutes of the Parish Council Meeting held on the 4 September 2025
and if in order to authorise the Chair to sign as a true and accurate record¹.

86/25] OPEN SESSION

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chair) to participate raising any concerns or making comments on matters affecting Trottiscliffe. No decision can be taken during this session but the Chair may decide to refer any matters raised for further consideration. (*Councils cannot lawfully decide any business not specified in the agenda*²).

87/25] REPORTS:

a) County Councillor b) Borough Councillor's c) Crime Report

88/25] CLERKS REPORT/PAST MATTERS (Information purposes only)

89/25] PLANNING

a) Applications:

25/01494/PA – Elpatos, Pilgrms Way, Trottiscliffe

Proposed roof alterations incorporating hip to gable, new rear dormer and extension to existing chimney stack (Resubmission of 24/01543/PA)

b) Approvals:

25/0177/PA – Rose Cottage, Pinsfield Lane, Trottiscliffe

Proposed construction of a single storey side/rear extension to the main dwellinghouse and annexe

25/0023/PA – Land North of Allotments, Green Lane, Trottiscliffe

The proposed development is to erect a weatherproof timber barn for the purposes of education use for the community farm

- c) Refusals: none to consider
- d) Withdrawn applications: none to consider
- e) Other Planning Issues:

25/00436/PA - Rouses Farm, Trottiscliffe

Encroachment onto Trottiscliffe Parish Council owned land

90/25] RESOLUTIONS

1. Financial

- a) To receive an update on .gov.uk domain
- b) To receive the accounts
- c) To receive a bank reconciliation as at the 30 September 2025
- d) To receive and authorise the payment list

2. Allotments

- a) To discuss and make an decision on implementing an incentive to allotment holders
- b) To discuss the recent feedback following an allotment inspection

3. KALC Community Award

To discuss a nomination for the KALC Community Award

91/25] PARISH MATTERS:

1. Highways:

- a) Outstanding Faults
- b) New Faults to be reported
- c) Highways Improvement Plan: To receive an update
- d) Drainage issues: To receive an update
- e) Vigo Hill road closures: To receive an update
- f) Extending the 20mph zone in Trottiscliffe: To receive an update

2. Recreation and Playground: To receive an update

3. Allotments: To receive an update

4. Community Farm: To receive an update

5. Trottiscliffe School: To receive an update

6. Ferns exploration works: To receive an update

7. Ownership of Green Lane: To receive an update

92/25] REPRESENTATION AT MEETINGS:

- a) Village Hall Committee
- b) Parish Partnership Panel
- c) Standards Committee
- d) KALC Area Committee
- e) Trosley Liaison Group

93/25] CORRESPONDENCE/CONSULTATIONS

a) For Information

- 1] Joint Transportation Board: 1 December 2025
- 2] Parish Partnership Panel: 20 November 2025
- 3] Joint Standards Committee: 19 January 2026
- 4] KALC: 22 November 2025
- 5] Trosley Liaison Group: 8 October 2025

94/25] ITEMS FOR THE NEXT MEETING

95/25] ANY CONFIDENTIAL MATTERS

96/25] DATE OF THE NEXT MEETING: 6 November 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 ahead of the meeting.