



Parish Office,
Staplehurst Community Centre,
High Street,
Staplehurst,
TN12 0BJ
Parish Clerk Richard Griffiths
01580 891761
clerk@staplehurst-pc.gov.uk

To the members of Staplehurst Parish Council, you are summoned to attend a meeting of Staplehurst Parish Council to be held.

Monday 22nd June 2026, 7:30pm,

South Hall, Staplehurst Community Centre.

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.gov.uk by **4.00pm on the day of the meeting.**

Civility and Respect - All attendees are reminded that this meeting is to be conducted in a spirit of mutual respect and civility. Please ensure that all comments and contributions are made respectfully and considerately.

Kent County Councillor report – (Standing item)

- Hawkenbury Bridge – see item 10.1
- Cranbrook Rd crossing
- Cameras on Crossroads
- Replacement of Village Entrance Sign

Maidstone Borough Councillor's Report (Standing Item):

- EV charging in village
- School drop off / pick up parking

Cllr Surgery Saturday 10am– 12noon at Staplehurst Library

Next Cllr Surgery 27th June 2026

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 2478 - 2483 1st June 2026 available at [Full Council - Staplehurst Parish Council - Staplehurst Parish Council, Staplehurst, Tonbridge \(staplehurst-pc.gov.uk\)](http://Full Council - Staplehurst Parish Council - Staplehurst Parish Council, Staplehurst, Tonbridge (staplehurst-pc.gov.uk)) to be signed by the Chairman.

4. **FINANCE REPORTS & PROPOSALS**

4.1 **Payment list, previously authorised by Council or under delegated authority and paid for – for noting (1 minute)**

4.2 **Additional CCTV at Jubilee Field (5 minutes)**

Resolution: To consider the quotations for the installation of additional CCTV on the Jubilee Field once the 3G Multi-Sport pitch is installed as per **Appendix A** and **Appendix B** of this report.

4.3 **Social Media Training (5 minutes)**

Resolution: To approve the Communications Group recommendation to appoint Breakthrough Communications to do Social Media training for Staff and Councillors - £495 plus VAT.

4.4 **3G Multi-Sport pitch – payments (5 minutes)**

Resolution: To note payment process for the construction of the 3G pitch as set out in the report.

4.5 **3G Multi-Sport pitch – appointment of Solicitors (5 minutes)**

Resolution: To consider appointment of solicitors to act on our behalf for the Sport and Recreational Management Contract with SCL

4.6 **Contracts (5 minutes)**

Resolution: To approve the Employment, Finance and Strategy group recommendation, to be circulated and brought to the Council meeting.

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

6 **PROPOSALS FOR DISCUSSION and DECISION -**

6.1 **Devolution – standing item verbal update (1 minute)**

Await Government decision on final Structure of the new Councils – expected Summer 2026

6.2 **3G Multi Sport pitch Report Verbal update (5 minutes)**

6.3 Councillor Allowances 2026/27 (5 minutes)

Resolution: To note the Remuneration Report in **Appendix A** and consider the following

- i. Is it appropriate to pay a Basic Parish Allowance
- ii. If so Basic Parish Allowance is £633 and Chairmans Allowance is £993

6.4 Jubilee Field Working Group report (5 minutes)

Resolution: The Jubilee Field Working Group ask Council to note:

1. SMFC CIC Club status
2. To note pitch maintenance
3. To note new Smart TV
4. to note new Monarch Marquee

To approve use of draft dispenser on drinks table

7. Update report CORRESPONDENCE & PARISH ISSUES for decision or noting:

8 Chairman's Report (5 minutes)

8.1 Committee and working group minutes for noting (5 minutes)

- 8.1.1 Planning Committee minutes 8th June 2026
- 8.1.2 Road Safety Group, meetings minutes 10th June 2026
- 8.1.3 Jubilee Field Working Group minutes 11th June 2026
- 8.1.4 Employment, Finance and Strategy group meeting 18th June 2026 to follow
- 8.1.5 SCENic next meeting to be arranged
- 8.1.6 NDP Review Group next meeting to be arranged.
- 8.1.7 Communications Group meeting minutes 3rd June 2026
- 8.1.8 Greener Staplehurst Group meeting to be arranged

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

10 Confidential

10.1 Hawkenbury Bridge feedback (5minutes)

Resolution: To note the feedback and comment

10.2 HR update - RFO hours

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, 17/06/2026

Parish Council Saturday Surgeries with Borough Councillor Perry	
(Staplehurst Library 10.00am – 12.00pm)	
<u>Date</u>	<u>Councillor</u>
27 th June 2026	Borough Councillor John Perry / TBC
25 th July 2026	Borough Councillor John Perry / TBC
29 th August 2026	Borough Councillor John Perry / TBC
Future Parish Council meeting dates	
13 th July 2026	7:30pm South Hall Staplehurst Community Centre
3 rd August 2026	7:30pm South Hall Staplehurst Community Centre
24 th August 2026	7:30pm South Hall Staplehurst Community Centre

Minutes & Agenda Circulation List:

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