

DARENTH PARISH COUNCIL

Minutes of the Council Meeting
held on Wednesday 21 May 2025
Jubilee Hall, Waller Park Pavilion, Wood Lane, Darenth, Kent DA2 7LR

Councillors Present: T Hicks, K Holmes, S Holmes T Prentice, D Risely and N Weavis

In Attendance: E Mote, Parish Clerk

Visitors: Councillor Michael Brown, Kent County Councillor for Dartford Rural and one member of the public

The Chairman reminded the meeting of the protocol regarding the audio and visual recording of proceedings.

13/05/25: TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Parish Councillors I Armitt, G Manuel and K Webb. Borough Councillor P Denman also submitted apologies.

14/05/25: TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY OR PREJUDICIAL INTEREST

None received.

15/05/25: TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON WEDNESDAY 16 APRIL 2025

RESOLVED: To approve the Minutes of the Council Meeting held on Wednesday 16 April 2025 as a true record.

16/05/25: ITEMS FOR CONSIDERATION

The Chairman confirmed one item in respect of community events had been raised for Member consideration and moved that this be discussed under the Exclusion of Press & Public at the end of the meeting.

17/05/25: TO RECEIVE EXTERNAL REPORTS

(a) Kent County Councillor Report

The Chairman welcomed the recently elected KCC Councillor for Dartford Rural, Councillor Michael Brown. Councillor Brown reported that he was very pleased to be representing Darenth and looked forward to attending future meetings as well as inviting details of local issues for consideration in his capacity as KCC Councillor.

(b) Kent County Council Community Warden Report

Members, having previously received the May 2025 Report provided by Community Warden Joanne Appleton, duly noted its contents.

(c) Friends of Darenth Country Park Minutes from 3 April 2025

Members, having previously received minutes from the Friends of Darenth Country Park meeting held on 3 April 2025, duly noted their contents.

18/05/25: FINANCE

(a) **To adopt the Internal Audit Plan 2025**

(b) **To agree the Internal Control Policy 2025**

RESOLVED: That Plans and Policies be agreed and adopted for the ensuing year.

(c) **To approve Allocation of Reserves as at 31 March 2025**

RESOLVED: That Members considered and approved the proposed Allocation of Reserves as at 31 March 2025 as required by the annual audit.

(d) **To approve the accounts as at 31 March 2025**

RESOLVED: That the Accounts as at 31 March 2025 were approved for ratification as presented.

(e) **Annual Governance Statement**

To note Annual Return for Year End 31 March 2025

Members were asked to note Section 1 of the annual return, requested by External Auditor Mazars for the year end 31 March 2025 for signature by the Chairman.

(f) **Annual Accounting Statement**

To note Annual Return for Year End 31 March 2025

Members were asked to note Section 2 of the annual return, requested by External Auditor Mazars for the year end 31 March 2025 for signature by the Chairman.

(g) **To note receipt of Precept and Government Support Grant**

Members noted payment of the 1st instalment of the 2025-26 Precept payment of £45,283.00 including the Government Support Grant of £1,923.00 received on 30 April 2025.

(h) **To agree Monthly Bank Analysis as at 30 April 2025**

(i) **To note Budget Position as at 30 April 2025**

(j) **To note Community Infrastructure Levy for The Ship development of £1,243.43 received on 2 May 2025**

(k) **Members are asked to note the retrospective payment of £1,125.00 to DMC Electrical Services in respect of emergency installation of an intruder alarm at Darenth Hall**

(l) **Members are asked to note a 4% increase in costs to the Streetlights Maintenance Contract from April 2025. The rise is due to material costs, salaries, fuel and investment in vehicles.**

RESOLVED: To agree and note financial records and information as presented.

19/05/25: TO NOTE INSTRUCTION OF DEED OF EASEMENT IN RESPECT OF THE SHIP INN PUBLIC HOUSE

The road that abuts The Ship Inn is a private one under the ownership of the Parish Council. Despite the use of this road by The Ship Inn owners since the 16th Century, there has never been any deed entered into to formalise the right of way. This formalisation is required to enable the new owners to raise finance for the finalisation of the development. Members noted that all parties, including the Parish Council are working towards improvement of this area.

The draft deed and plan have now been signed to formalise the right of way. The deed requires all future owners on the development to contribute towards the upkeep and repair of the road in a fair and proportionate way, dependent on use. Members noted that any costs incurred for the instruction and approval of the deed will be covered by the current owners of The Ship Inn.

RESOLVED: That Members noted completion of instruction of Deed of Easement for roads under Parish Council ownership in respect of The Ship Inn Public House and verified that the deed would require all future owners on the development to contribute towards the upkeep and repair of the road in a fair and proportionate way.

20/05/25: TO NOTE DONATION OF TREES, SHRUBS AND PLANTING TO OUTER PERIMETER OF DARENTH HALL

An offer from Darenth based company Hammond Drysuits for tree and shrub planting was taken up by the Clerk and a meeting held on Tuesday 13 May 2025 to discuss proposals with the Chairman. Breached and manmade access points to the shrubbery border at Darenth Hall are being used for motorbike antisocial behaviour and the Clerk has been looking at ways to prevent unauthorised use.

To help meet Hammonds sustainability goals and as part of their Corporate Social Responsibility, the company, from Green Street Green Road has confirmed supply and planting of appropriate foliage to deter/prevent motorbikes from entering the adjoining field. Staff will excavate soil from the openings before planting hedges. There is also an offer to maintain the plants going forward.

Hammond Drysuits are also planning regular staff litter picks at Green Street Green Road and have been referred to Borough Councillor Denman to tie-in with the monthly Community Litter Picks.

RESOLVED: That Members noted, with thanks, the offer from Hammond Drysuits for perimeter planting at Darenth Hall to help combat antisocial behaviour and delegated responsibility to the Clerk to administer the project.

21/05/25: TO CONSIDER REQUEST FOR TREE PLANTING ON PARISH GREENS

Members, having been notified of a request for tree planting/plaque on Parish Greens at Green Street Green Road, were asked to consider the details as presented.

In line with the Council's policy in respect of the installation of memorial items on Parish owned land, Members requested a more detailed proposal so that the request could be considered on individual merits as appropriate.

The Clerk would request further information for consideration at the June Meeting of the Council.

RESOLVED: To consider request to plant a tree/plaque on Parish Greens for a former resident of Darenth. With more details being required to evaluate the proposal, Members asked the Clerk to obtain further information for consideration at the June Council meeting.

22/05/25: TO NOTE DONATION THANK YOU FROM WE ARE BEAMS CHARITY

Members noted a Thank You letter from We Are Beams for the £250.00 donation made to them as part of the April 2025 Grants & Donations process.

We Are Beams extended an invitation to all Members and the Clerk on 23 June 2025 from 19:00 to 20:30, to attend an exclusive event for local Councillors being held at We Are Beams respite unit in Hextable. The invitation would provide an opportunity to meet the Beams team, tour the facilities the children access, and learn more about the charities impact within Darenth. The Chairman and Clerk confirmed their attendance at the event with the Clerk being asked by Beams to make a presentation on the Parish Council's Grants and Donations process.

RESOLVED: Members noted the thank you letter from We Are Beams for the £250.00 Grant Donation approved in April 2025.

23/05/25: TO NOTE ANNUAL BOILER TESTING AND GAS SAFETY INSPECTION FOR WALLER PARK FLAT

RESOLVED: That Members noted the Gas Safety Inspection for Waller Park Flat, together with the requirement for an audible carbon monoxide detector to be installed.

24/05/25: PLANNING

(a) To consider new applications

No new applications had been received at the time of Agenda publication.

(b) To note recent decisions and appeals

DA/25/00052/TPO - 84 & 85 Darenth Park Avenue Darenth DA2 6LX

Application to T1 Reduce Cherry Tree in front garden, T2 Trim Plane Tree back to boundary, T3 Remove selected branches from Walnut Tree subject to Tree Preservation Order No 3. 1979.

Decision: PERMISSION GRANTED

DA/25/00067/FUL - 108 Coombfield Drive Darenth DA2 7LH

Conversion of loft with creation of rear dormer window and roof windows to front roof slope in connection with providing additional rooms in the roof space.

Decision: PERMISSION GRANTED

DA/25/00128/TPO - 55 The Green Darenth DA2 6JT

Application to fell Bird Cherry tree subject to Tree Preservation Order No.1 1995.

Decision: CONSENT GRANTED

DA/25/00197/FUL - 55 The Green Darenth DA2 6JT

Conversion of existing integral garage to habitable room and remove garage door and replace with matching block/brickwork infill and window to match existing.

Decision: PERMISSION GRANTED

(c) To consider new applications/recent decisions received after agenda publication

There were no new applications/recent decisions received after Agenda publication.

25/05/25: DATE OF NEXT MEETING

The date for the next Meeting of the Council was confirmed as Wednesday 18 June 2025.

There being no further business, the Chairman closed the meeting to the public.

16/05/25: ITEMS FOR CONSIDERATION

The Chairman had previously confirmed at **Agenda Item 16/05/25**, that an item regarding Community Evens be discussed under the Exclusion of Press & Public.

EXCLUSION OF PRESS & PUBLIC

To consider the **exclusion** of the **press and public** for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the Public Bodies (Admission to Meetings) Act 1960, Section 1(2).

COMMUNITY EVENTS

Members reiterated and confirmed the previous decision in respect of community events.

Signed: _____
(Chairman)

Date: _____