

# DARENTH PARISH COUNCIL

## *SUMMONS & AGENDA*

To All Members of The Council:

Councillor I Armitt  
Councillor K Holmes  
Councillor S Holmes (Vice Chairman)  
Councillor T Hicks  
Councillor T Prentice  
Councillor D Risely  
Councillor N Weavis (Chairman)  
Councillor K Webb

You are summoned to attend the  
**Meeting of the Parish Council** to be held on:

Wednesday 16 October 2024, 7:30pm

Jubilee Hall, Waller Park Pavilion,  
Wood Lane, Darenth DA2 7LR

*Ellen Mote*

Ellen Mote  
Parish Clerk & Responsible Finance Officer

Dated: 09 October 2024



***Should Members have any questions regarding the content of the agenda  
or draft minutes please contact the Clerk 24 hours in advance of the meeting***

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# A G E N D A

## MEETING OF DARENTH PARISH COUNCIL Wednesday 16 October 2024, 7:30pm

Jubilee Hall, Waller Park Pavilion, Wood Lane, Darenth DA2 7LR

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*The Chairman will remind the Meeting of the protocol regarding the audio and visual recording of any part of the proceedings. Anyone wishing to film events is asked to declare an intention prior to commencement of the meeting.*

**62/10/24: TO RECEIVE APOLOGIES FOR ABSENCE**

**63/10/24: TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY OR PREJUDICIAL INTEREST**

**64/10/24: TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON WEDNESDAY 18 SEPTEMBER 2024**

**RECOMMENDATION:** That the minutes be approved as a true record.

**65/10/24: ITEMS FOR CONSIDERATION**

The Chairman will announce his decision as to whether any items received for consideration since agenda production, are suitably urgent to be discussed at the meeting, and indicate their position on the agenda.

**66/10/24: TO RECEIVE EXTERNAL REPORTS**

(a) **Borough Councillor Report**

**67/10/24: TO FORMALLY NOTE COUNCILLOR RESIGNATION**

Members are asked to formally note that Councillor Iris Gutteridge has resigned from post as Councillor for Lane End Ward, effective from 30 September 2024.

**RECOMMENDATION:** To note resignation of Councillor Iris Gutteridge as Councillor for Lane End Ward.

**68/10/24: TO OFFICIALLY NOTE CASUAL VACANCY FOR LANE END WARD**

Following the resignation of Councillor Iris Gutteridge, Members are asked note the vacancy for Lane End Ward and confirm that the Clerk has contacted the Proper Officer at Dartford Borough Council and publicised the position accordingly.

**RECOMMENDATION:** To officially note casual vacancy in the Ward of Lane End.

**69/10/24: TO CONSIDER IMPLEMENTATION OF HUGOFOX .GOV.UK DOMAIN AND EMAIL SERVICE**

The Parish Council's website provider, HugoFox is now Nominet certified, allowing them to provide .gov.uk domains and emails to Parish Councils.

Each account includes 10 GB of storage (roughly half a million plain text emails) and unlimited support from the HugoFox team for a package price of £9.99 plus VAT per month for five email accounts.

HugoFox recommends that Parish Councils obtain a professional .gov.uk email address for their clerk and staff for security and professionalism. Having a .gov.uk email enhances trust and credibility in communications and ensures compliance with government guidelines.

The procedure for obtaining the service takes approximately 3-6 weeks, being the standard time Nominet and the Central Digital and Data Office take to process and authenticate the information. Domains will be completely free through HugoFox and they will look after purchase, setup and maintenance at no extra cost but with a small extra monthly fee for .gov.uk emails.

**RECOMMENDATION:** That Members approve subscription to .gov.uk Parish email services through HugoFox for a fee of £9.99 plus VAT per month for five email accounts.

**70/10/24: TO NOTE INSTALLATION OF PICNIC BENCH AND CHATTY SHELTER**

The Parish Council was contacted by the Co-op Local Marketing team who, in supporting the Dartford community, created a Make A Wish scheme for the Lane End Co-op Food Store. The aim of this project was for customers to participate by submitting a wish for their community. Multiple responses from the public resulted in requests to support picnic area facilities in various local parks, one being Waller Park.

The offer to supply, deliver and fit a picnic bench and children's chatty shelter was accepted by the Parish Council on the understanding that it would be responsible for future maintenance and repair.

**RECOMMENDATION:** To note that following a donation from the Co-op Marketing Team, a picnic bench and children's chatty shelter have been installed in the grounds of Waller Park with the Parish Council maintaining the equipment once appointed.

**71/10/24: POLICY CONSIDERATION AND ADOPTION**

- (a) **To consider adoption of Policy for Councillor Co-option**
- (b) **To consider adoption of Policy for Use of Email for Parish Council Business**

**RECOMMENDATION:** That Members consider and adopt new Councillor Co-option and Use of Email for Parish Council Business Policies as presented.

**72/10/24: FINANCE**

- (a) **To note AGAR3 conclusion**  
Members are asked to confirm the AGAR3 conclusion, published under the Local Government Act 1972, and note that the return will be prepared on a Receipts and Payments basis in future. Members are also asked to note that the Notice of Conclusion was publicised on 26 September 2024.
- (b) **To note receipt of 2<sup>nd</sup> half precept amount in the sum of £42,773.00 on 27 September 2024**
- (c) **Parish Insurance**  
To note the renewal of Parish insurance at a cost of £4,816.42.  
  
**RECOMMENDATION:** That the renewal of the policy be noted.
- (d) **To consider October 2024 Grant Applications**
- (e) **To agree Monthly Bank Analysis as for 30 September 2024**
- (f) **To note Monthly Budget Analysis for 30 September 2024**

**RECOMMENDATION:** To agree and note financial items as presented.

**73/10/24: TO CONSIDER HOSTING EVENTS WITHIN THE DARENTH COMMUNITY**

Members are asked to discuss and consider the introduction of community events, organised and funded by the Parish Council. If the decision is to support this, projected expenditure will be included in the 2025-26 budget setting exercise.

**RECOMMENDATION:** That the Clerk acts upon any decision made.

**74/10/24: PLANNING****(a) To consider new applications**

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

**(b) To note recent decisions and appeal notices made by the Planning Authority**

Planning Reference	Location	Proposals	Decision
<b>DA/ 23/00184/ENF Appeal References: APP/T2215/C/24/3351756 and APP/T2215/C/24/3351776</b>	Hawkspare Ltd Hawkins Yard Green St Green Rd Darenth Kent	Various breaches to Planning Control	<b>APPEAL LODGED</b>
DA/24/00821/CDNA	The Ship Green Street Green Road Darenth Kent	Submission of details relating to badger survey (condition 8) pursuant to planning permission DA/22/01144/FUL for partial redevelopment of site to include partial demolition of extensions, proposed single storey side extension, sub- division of first floor and rooms in the roof to form 2 No. 1-bed dwellings and erection of 2 No. 5-bed detached dwellings with basements (Use Class C3a), enlarged residential curtilage to rear of No.1 Ship Cottages, plus associated access, parking, amenity space, landscaping and provision of a meadow	<b>APPROVED THE DETAILS</b>
DA/24/00820/CDNA	The Ship Green Street Green Road Darenth Kent	Submission of details relating to archaeology (condition 6) pursuant to planning permission DA/22/01144/FUL for partial redevelopment of site to include partial demolition of extensions, proposed single storey side extension, sub- division of first floor and	<b>APPROVED THE DETAILS</b>

		rooms in the roof to form 2 No. 1-bed dwellings and erection of 2 No. 5-bed detached dwellings with basements (Use Class C3a), enlarged residential curtilage to rear of No.1 Ship Cottages, plus associated access, parking, amenity space, landscaping and provision of a meadow	
DA/24/00815/CDNA	The Ship Green Street Green Road Darenth Kent	Submission of details relating to construction management plan pursuant to condition 3 of planning permission DA/22/01144/FUL for partial redevelopment of site to include partial demolition of extensions, proposed single storey side extension, sub-division of first floor and rooms in the roof to form 2 No. 1-bed dwellings and erection of 2 No. 5-bed detached dwellings with basements (Use Class C3a), enlarged residential curtilage to rear of No.1 Ship Cottages, plus associated access, parking, amenity space, landscaping and provision of a meadow	<b>APPROVED THE DETAILS</b>
DA/24/00822/CDNA	The Ship Green Street Green Road Darenth Kent	Submission of details relating to existing and proposed levels of land (condition 10) pursuant to planning permission DA/22/01144/FUL for partial redevelopment of site to include partial demolition of extensions, proposed single storey side extension, sub-division of first floor and rooms in the roof to form 2 No. 1- bed dwellings and erection of 2 No. 5-bed detached dwellings with basements (Use Class C3a), enlarged	<b>DETAILS APPROVED</b>

		residential curtilage to rear of No.1 Ship Cottages, plus associated access, parking, amenity space, landscaping and provision of a meadow	
DA/24/00897/FUL	2 Lincoln Terrace Green St Green Rd Darenth Kent	Erection of a single storey side extension	<b>PERMISSION GRANTED</b>

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

**74/10/24: DATE OF NEXT MEETING**

The proposed date for the next Meeting of the Council is Wednesday 20 November 2024.