

**To: Members of Rusthall Parish Council**

You are hereby summoned to a meeting of Rusthall Parish Council at the Rackliff Centre on Monday 8<sup>th</sup> September at 7.30pm, where the following business will be transacted.

*Alison Stevens*

Alison Stevens  
Parish Clerk and Responsible Finance Officer

Date: 20<sup>th</sup> August 2025

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## AGENDA

1. Enquire whether anyone present intends to film, photograph and/or record the meeting.
2. To receive and accept any apologies for absence.
3. Declarations of Personal and Prejudicial Interests.
4. Declarations of Lobbying.
5. Minutes
  - 5.1 To approve and sign as a correct record the Minutes of the Parish Council Meeting held on Monday 14<sup>th</sup> July 2025 - *Members are reminded that the only issues relating to the Minutes that can be discussed are their accuracy.*
  - 5.2 Matters outstanding from these minutes (not listed as separate agenda items).
  - 5.3 Matters outstanding from previous minutes.
6. Open session for questions from the public:  
*(Members of the public will need to raise their hand if they wish to speak).*  
*This is the opportunity for members of the public to ask questions or raise issues of local interest. Members of the public are not permitted to speak during the remainder of the meeting except by special invitation of the Chairman)* Public Bodies (Admission to Meetings) Act 1960, s1. Please note, the Council cannot lawfully decide on items of business not specified on the agenda although the Chairman may decide to refer any issues raised for further discussion (LGA 1972 Sch. 12 10 (2)(b)).
7. Session for County and Borough Councillors on matters concerning the Parish.
8. To confirm Rusthall Parish Council's Eligibility for the General Power of Competence – (Officer Stevens)
9. Finance update – (Cllr M O'Callaghan)
  - 9.1 Accounts for Payment; to authorise the payments as listed (list to follow).
  - 9.2 To accept the summary of the receipts and payments and bank reconciliations to date.
  - 9.3 Bank Signatories – to add Alison Stevens to the bank signatories.
  - 9.4 To consider a grant from Rusthall Fireworks and Fete Group towards the entertainment costs at the Village Fete.
  - 9.5 To discuss whether or not to make a donation to St Paul's Church Freetown Project.

10. Allotments – (Officer Stevens)
  - 10.1 All Ability Boxes – to consider whether or not to provide up to eight more boxes subject to a successful grant application.
  - 10.2 Bee Hive – to consider a request from an allotment holder who would like a bee hive on their allotment.
  - 10.3 Land to the rear of Wickham Gardens – to consider whether or not to take-over the land from Tunbridge Wells Borough Council.
11. Environment Committee – (Cllr P Gripper) - To appoint a new Committee member.
12. Highways – (Cllr P Gripper) - to provide an update from the meeting with KCC about the Highways Improvement Plan.
13. Rackliff Centre (Officer Stevens)
  - 13.1 To consider whether or not to redecorate the hall.
  - 13.2 Update on hall bookings.
  - 13.3 EMC rent review.
14. Mary Caley Playpark (Cllr P Gripper)
  - 14.1 To present the costs involved in taking over the Playpark.
  - 14.2 To consider a proposal by TWBC to replace a rotating swing in the park.
15. Youth Club (Cllr M Coghlan) – to consider and sign Youth Hub Agreement.
16. Fremlin Pond (Officer Stevens) – update.
17. Annual Tree Inspection Report (Officer Stevens) – to formally agree to commission this year's Report.
18. Defibrillator at the Red Lion (Cllr M Coghlan) - update.
19. To consider whether or not to host the History Group's archives on the Rusthall Parish Council Website (Hazel Dunscombe).
20. Co-Wheels – (Cllr P Gripper) – to appoint a member to draft the survey.
21. Chair's Report
22. Clerk's Report
23. Items for Information
24. Diary Dates
  - 15<sup>th</sup> September 2025      Environment Committee Meeting
  - 13<sup>th</sup> October 2025      Full Council Meeting
  - 10<sup>th</sup> November 2025      Full Council Meeting

**PLEASE NOTE THAT IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEM ON THIS AGENDA, THE PRESS AND PUBLIC MAY BE EXCLUDED UNDER THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960.**

25. To consider confidential staffing matters and agree any further action.

