

# **Minutes of the Extraordinary General Meeting of Eynsford Parish Council held on Monday 2<sup>nd</sup> February 2026, at the Parish Office, Priory Lane, Eynsford, at 7.30pm.**

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## **9409 PRESENT**

### Members Present

Mr A Cooke, Mr M Barker, Mr D Naylor, Mr J Griffiths, Mrs H Sim, Mr O Young.

### Others Present

Eleven members of the public.

### Clerk in Attendance

Mrs H Ivaldi & Mrs J Tunbridge

Two members of the public and one councillor asked to record the meeting.

## **9410 APOLOGIES FOR ABSENCE**

Mr V Robson's apologies were accepted.

## **9411 GOVERNANCE**

### a) Declarations of Interest

Mrs Sim declared a non-pecuniary interest as she owns land at Upper Austin Lodge.

Mr Naylor declared a pecuniary interest related to the Local Green Spaces item 9411g as an owner of land at Upper Austin Lodge included in the document to be discussed.

### b) Community Governance Review

Councillors were asked to consider whether a review should be undertaken to look at the number of councillor positions on the parish council.

**Resolved:** That no further action is taken.

#### c) Complaints Procedure

Councillors were asked to adopt the Complaints Procedure drafted by the Clerk.

**Resolved:** That the Complaints Procedure is adopted.

#### d) IT Policy

Councillors were asked to adopt the circulated IT policy.

**Resolved:** That the IT policy is adopted and reviewed as and when necessary.

#### e) Neighbourhood Plan Terms of Reference

Councillors were asked to agree a final version of the new draft Terms of Reference.

**Resolved:** That the Terms of Reference are adopted subject to the following amendments:

4e – that the word ‘formal’ is removed from the final line.

4k - that the word ‘formal’ is removed from the second line.

4l – that the paragraph is retained.

#### f) Neighbourhood Plan Steering Group/Committee

Councillors were asked to discuss and agree the composition of the Neighbourhood Plan Steering Group. It was noted that Mrs Sim had stood down from the Steering Group.

**Resolved:** That membership of the Steering Group is set at 12 as per the Terms of Reference. That the members are: Jim Griffiths (EPC), Michael Barker (EPC), Charles Sexton, David Toser, Gwyn Griffiths, Robert McDermott, Pauline Penney, Trevor Sim, Bjorn Rammell, Robert Moy, Sarah Moynihan, and Jacky Smith. That the Clerk acts as Treasurer but is not an active member of the committee. That the Steering Group nominates a Chair at its next meeting.

#### g) Local Green Spaces Consultation

This item was deferred until the end of the meeting.

#### h) Neighbourhood Plan Update

Mrs Sim gave an update on the Neighbourhood Plan. Mrs Sim reported that the working group have applied for a number of Tree Preservation Orders and a community licence for a space at the station. They had also been working with William Alexander to provide some tree screening near to the former Goods Yard next to the station.

The Next stage of the project would be the Local Green Spaces consultation; then a working group meeting with the planning consultant to discuss the draft Neighbourhood Plan. The draft plan will come to the parish council to be approved prior to consultation.

**Resolved:** That the information is noted.

#### i) Village Hall Update

Mr Cooke reported that four meetings had been held with the design team which included professionals from a number of disciplines and that final plans and costs should be available by the end of February. A buyer is interested in the old hall site and the sale is being dealt with by the village hall trustees' solicitor.

**Resolved:** That the information is noted.

#### j) Village Hall Costs

Councillors were asked to approve payments relating to the creation of a car park at Harrow Meadow: Kent County Council fee of £1000 for dealing with highways issues relating to the access road to the car park; M & S Traffic Ltd fee of £890 + VAT to carry out a safety audit of the access to and from the new car park.

**Resolved:** That both fees are approved to be paid from the Harrow Meadow Car Park budget.

#### k) Newsletter Articles

Councillors were asked if they wished to produce a newsletter this quarter and to suggest any articles for inclusion. Suggested articles were: Eynsford Village Hall Project; Eynsford Village Society; Eynsford in Bloom; A225 Footpath.

**Resolved:** That articles are written for a newsletter to be produced in February.

#### l) Annual Parish Meeting

Councillors were asked if they wished to hold an Annual Parish Meeting and to agree a date and venue.

**Resolved:** That the Annual Parish Meeting is held around the end of April at St Martin's Church or the Baptist Church depending on availability, or if not, another suitable venue is found.

## **9412 PLANNING**

#### a) Notifications of planning consents/refusals

None received.

b) Vehicle Licensing – Goods Yard, Upper Austin Lodge Road, Eynsford DA4 0HP

Councillors were informed that an application had been submitted to change a license as follows: to add an additional operating centre to keep 2 goods vehicles and 2 trailers at the above address.

**Resolved:** That the information is noted.

c) Planning Application (permitted development) 25/03531/LDCPR Ashurst, Sparepenny Lane, Eynsford

Councillors were informed of this application for a proposed garden studio and extension of the retaining wall.

**Resolved:** That the information is noted.

d) Planning Application (permitted development) 25/03569/AGRNOT – Lane East of Holmesdale Hall, Parkgate, Orpington

Councillors were informed of this application for a new agricultural building for storage of farm equipment/machinery, grain and hay.

**Resolved:** That the information is noted.

e) Kent County Council response to Sevenoaks District Council's Local Plan Consultation

Councillors were asked to consider writing (jointly with Crockenhill and Farningham Parish Councils) to KCC leaders and local members to express concerns about its response to the Local Plan consultation in relation to Pedham Place and the Wasps proposal. KCC appears to support both sites and sees them as a way to secure investment in highways programmes rather than considering the impacts they would have on local communities.

**Resolved:** That councillors support a joint letter based on that drafted by Crockenhill Parish Council.

## **9413 HIGHWAYS & TRANSPORTATION**

a) A225 Footpath

Councillors were informed that Kent Highways had put the project (to install a footpath south of the railway bridge along the A225 until it links with the footpath to the Roman Villa) to the Joint Transportation Board and are awaiting its decision. The Clerk has also put in an application to Southeastern for part funding of this project.

**Resolved:** That the information is noted.

b) Lighting on the bridge at Riverside

Councillors were informed that some members of the public have commented about the lack of lighting for pedestrians walking over the bridge at Riverside. Councillors were asked to discuss what could be done.

**Resolved:** That the Clerk contacts Kent Highways to ask they have any suggestions to improve pedestrian safety.

c) Non-Payment of Licence, Castlefield Car Park

Councillors were informed that a car park tenant had not paid their licence fee this year. The Clerks had followed the Aged Debtors Process to recover this amount to no avail. The tenant is still using the space despite being given notice to quite (as of 5 December 2025).

**Resolved:** That a councillor visits the tenant to speak to them about the debt. That if it is not paid, a final warning is sent which will result in court action.

At this point. 8.36pm, the meeting was opened up to questions from members of the public (see Appendix Q). The meeting resumed at 8.38pm.

## **9414 COMMUNITY**

a) Police Crime Report

The Clerk provided the crime information from November 2025. Twelve crimes had been reported as follows:

Parkgate Road Lullingstone	1x Vehicle Crime
	1x Violence & Sexual Offence
Lullingstone Country Park	1x ASB
Open Space/Bower Lane	1x Violence & Sexual Offence
Old Mill Close	1x Violence & Sexual Offence
Gibbons Place	1x Violence & Sexual Offence
Saddlers Park	1x Violence & Sexual Offence
St Martin's Drive	1x Criminal Damage & Arson
Parking Plough Pub	1x ASB
	1x Violence & Sexual Offence
Car park High Street	1x Vehicle Crime
Crockenhill Lane	1x Vehicle Crime

#### b) PSPO Public Spaces Protection Order

The Clerk gave an update on the progress of the PSPO order for Riverside. The Clerk had provided all the required evidence to Sevenoaks District Council. This will then be taken to the relevant meetings at Sevenoaks District Council and there will be a public consultation. We have been advised the earliest the PSPO will be in place is June/July.

**Resolved:** That the information is noted.

### **9415 OPEN SPACES**

#### a) Use of Riverside Green – Grace Center Church

Councillors were asked to decide whether to give permission to allow the Grace Church Center to use the Riverside Green for their annual community picnic on 25<sup>th</sup> May 2026.

**Resolved:** Councillors agreed, subject to the usual conditions, and that the clerk will reply to the Church.

#### b) Grounds Maintenance

Councillors were asked to agree for the clerk to contact the grounds maintenance contractors in the normal manner for the coming financial year.

**Resolved:** Councillors agreed for the clerk to do this.

Due to its confidential nature, members of the public were asked to leave the meeting for the following item. Mr Naylor and Mrs Sim also left the meeting.

### **9411 GOVERNANCE (cont.)**

#### g) Local Green Spaces Consultation

Councillors were asked to review the Local Green Spaces document and letter to landowners before they go out for consultation. Councillors discussed each site and prepared comments for the Neighbourhood Plan Steering Committee.

**Resolved:** That comments on the sites with the Local Green Spaces document are sent to the Steering Committee. That the Steering Committee are asked to include an extra paragraph giving more information about Local Green Space designation to the letters to landowners. That the Steering Committee is asked to set up a public meeting for landowners and other interested parties as part of the Local Green Spaces consultation.

The meeting was closed at 9.52pm

## **Appendix Q**

### **Questions from Members of the Public heard on 2<sup>nd</sup> February 2026 at 8.36pm.**

Mrs Penny mentioned with regards to lighting at the bridge at riverside that it might be worth asking the riverside club to put up a poster asking people to be wary of the bridge in the dark and to take torches with them.

Mr Alexander asked a question re the new fencing at the Cricket club and when it might be put up, he was advised by Councillor Griffiths we are looking into this, and we will chase for another quote as only one has been received at the moment.

Mr Alexander also wished to know about the PSPO and was advised it was next on the agenda for the update.

Public questions closed at 8.38pm.