

BIDBOROUGH PARISH COUNCIL

MINUTES OF THE MEETING HELD IN THE BIDBOROUGH VILLAGE HALL ON 30 MARCH 2026 STARTING AT 7.00 PM

PRESENT: Councillor Mrs Vidler (Chairman) and Councillors Cole, Eames, Hinds, Marriot, Stevens and Mrs Summers

In Attendance – County Councillor Moreland and Neil Harris (Clerk)

1. Apologies for Absence

An Apology for Absence was received from Borough Councillor Ellis

2. Declarations of Interest

Councillor Stevens and Mrs Vidler stated that they had been appointed as Trustees of the Friends of Bidborough Charity but that there was no interest to be disclosed in any of the items on the agenda.

3. Minutes of the Meeting of the Council held on 23 February 2026

It was **Agreed** that the minutes of the meeting held on 23 February 2026 be approved as a correct record and signed subject to the following amendments

(a) in Minute 5 PC Danny Bush being amended to PC Danny Barnes

(b) that it be recorded that thanks had been given to Martin Derham and his team for clearing away the rubbish dumped by a contractor in Birchwood.

4. Matters Arising from the Minutes of the meeting held on 23 February 2026

There were no matters arising

5. Report of the Borough and County Councillors

County Councillor John Moreland reported that the repair to the highway outside the School in Spring Lane was not acceptable and would be redone in the near future. He also reported that the Bidborough Hip bid had been approved and that Bidborough were being invited to participate in the short focus inquiry into the recent water problems that had been set up by KCC.

6. Public Participation

The issue of the broken pipe in Spring Lane arising from the work at the school was raised and that it would be monitored as it would need to be repaired before the work finished at the school

The position re the funding of the works on the Churchyard was explained and that it was the responsibility of the Council.

7. 26/00542/FULL – 22 Woodland Way, Bidborough

It was **Agreed** to raise no objection to Planning Application 26/00542/FULL

8. Payment List

It was **Agreed** that the Payment List as circulated at the meeting and as set out below be approved, and that the income received be noted: -

Expenditure For Approval

Name	Reason for Invoice	Net	VAT	Gross
Buss Murton Law	Counsel Fees - Paid	4000.00	800.00	4800.00
St Johns Ambulance	Adult Defibrillator Pads - Paid	54.95	10.99	65.94
Buss Murton Law	For work undertaken between 30 January and 23 February - Paid	828.00	165.60	993.60
CTP	Design of Permanent Remedial Works on Southern Lychgate - Paid	877.50	175.50	1053.00
Edge IT Systems Ltd	Annual cost for Edge Finance system following renewal for 3 years - Paid	452.00	90.40	542.40
Forvis Mazars	Fee in respect of External Audit - Paid	420.00	84.00	504.00
Pierson Agriculture	Flail hedgecutting winter cut ANRG/Spring Lane/Bidborough Ridge including strimming, blowing and tidying - Paid	467.50	93.50	561.00
Pallet Handling Ltd	Payment for works to the fence at 24 St Lawrence Avenue	390.00	78.00	468.00
Lloyds Bank	Bank Service Charge – Paid 17 March	4.25	0.00	4.25
SSE Energy Solutions	Streetlights Energy Costs for February	165.45	8.27	173.72
MDH Horticultural Contractors	ANRG works – March	360.00	72.00	432.00

MDH Horticultural Contractors	Lengthsman Contract – March	1360.00	272.00	1632.00
Neil Harris	Payroll for March	1067.25	0.00	1067.25
HMRC	National Insurance and Tax Payment – Month 12	388.25	0.00	388.25
Neil Harris	Train Fare Reimbursement	53.30	0.00	53.30
Dye Tabrett Architects	Works relating Church Lychgates including Faculty approval	1530.00	0.00	1530.00
Kent Association of Local Councils	Annual Subscription 2026/27	555.62	111.12	666.74
Buss Murton Law	Work undertaken between 24 February and 25 March	10496.15	2099.23	12595.38
Gallagher	Council Insurance – 2026/27	1193.64	0.00	1193.64

Income Received since last meeting

Name	Reason for Income	Net	VAT	Gross
Bank	Interest – March	49.18	0.00	49.18
Newsletter	9 Payments	410.00	0.00	410.00

Transfers between Council Accounts

Account	Account to be Transferred to	Reason	Amount
Business Reserve	Community Account	Fund approved expenditure	6500
Business Reserve	Community Account	Fund approved expenditure	4800
Business Reserve	Community Account	Fund approved expenditure	4000

9. Birch Wood Land

The Chairman reported that she had received a letter from a local resident asking if he could cut down a self-seeded Cherry Tree and some branches off an oak tree close to his border fence at his own expense. It was **Agreed** that Martin Derham should liaise with the resident and advise him on the action required.

10. Bidborough HIP and Submission for funding to TWBC

The Clerk reported that the grant of £23k sought from TWBC for the VAS signs approved by the Council had been approved and that he would liaise with KCC re the next steps.

11. Church Lychgates

The Clerk reported that the investigation works with the Council's Architect, Structural Engineer and Investigation contractor Watts Construction had taken place and the next stage had commenced with the Structural Engineer drawing up a report and drawings for the next stage of seeking DAC approval before commencing with the approved repair works. However, before the repair work could be undertaken the Council needed to appoint a contractor for the works. The cost of the works was unknown but could be in the region of the low tens of thousands.

However, the Council considered that in accordance Regulation 5.12 of the Council's Financial Regulations that with the specialist nature of this work and the limited number of companies able to undertake this very specialist work and with this contract in effect being an extension of the investigation works. Therefore, it was **Agreed** that, in accordance with Regulation 5.12 of the Council's Financial Regulations, that Watts Construction Ltd be appointed as the Council's contractor for the work needed to be undertaken to the Church Lychgates.

12. Church Wall and Bank

There was nothing to report

13. Churchyard Weed Control

The Clerk reported that he had received a quote from the Council's Weed Control contractor, Complete Weed Control, for the supply and application of herbicides to the Church Wall & paths around churchyard and building edges in the sum of £1251.45 plus VAT for 3 applications during the year. It was **Agreed** that the quote from Complete Weed Control in the sum of £1251.45 plus VAT as set out above be approved.

14. Bidborough Ridge – Gap in Hedge

Councillor Stevens reported that he had been in touch with the individual who had damaged the hedge and he had agreed to undertake the repair works and pay for all repairs.

15. Council Insurance

The Clerk reported that the Council's Insurance was due and that he had circulated the renewal paperwork to all Councillors. It was **Agreed** that the renewal policy for the Council's Insurance as circulated to all Councillors be approved at a cost of £1193.64

16. Play Park Drainage

The Council was informed that W Swift & Son had looked at the issue of the play park drainage and had quoted for works that would cost £6250 plus VAT. It was **Agreed** that before proceeding further that Councillors Marriott and Stevens would discuss the detail of

the works being recommended and report back and that a copy of the quote be given to Councillor Summers to look at.

17. Signage

The Clerk reported that the quote from Fox for the Dog sign for the Play Park was £164 plus VAT and the cost of the A frame was £166 plus VAT and the signs for the A Frame was £136 plus VAT. It was **Agreed** that the quote from Fox as set out above be approved.

18. Use of Peter Roberts Field by School PTA

It was **Agreed** that the decision of the Council to grant the School PTA the use of the Peter Roberts Field for the School Fete on 15 May, subject to the receipt of their Risk Assessment be ratified

19. Statement of Internal Control

The Council considered the draft Statement of Internal Control, and it was **Agreed** that the Statement of Internal Control for the year ending 31 March 2026 be approved.

20. Internal Audit Interim Audit Report

The Council received the Internal Auditors Interim Audit report which showed a generally healthy position for the Council. However, there was new Assertion 10 that would be on the AGAR for this year that sought compliance for the Council with the Website Content Accessibility Guidelines and the need for an IT Policy and compliance with that policy. The Council having only just become aware of the need to undertake this work accepted that it would not be compliant but would take the necessary steps to ensure complete compliance with Assertion 10 before the AGAR is submitted to the External Auditor

It was **Agreed** that the Internal Auditors Interim Audit 2025/26 report be accepted and the position regarding Assertion 10 be noted.

21. Council Website

The Chairman indicated that this had been discussed in the previous item.

22. KSS Air Ambulance Grant Application

The Council considered the request for a grant from the KSS Air Ambulance and as this was one of the approved bodies for grants it was **Agreed** that the application for grant of £400 received from KSS Air Ambulance be approved.

23. Cricket Pavilion

The Chairman reported that discussions were taking place on what use could be made of the Bowls Club site with a number of options under consideration. She indicated that she would update the Council when she knew more.

The Chairman also reported that the Bidborough Stoolball Club was no longer in existence.

24. 30 Woodland Way

Councillor Cole reported that he had not received anything from Councillor Ellis as yet.

25 Ivy Cottage

Councillor Marriott reported that the Church were undertaking work to Ivy Cottage to bring it up to a modern standard.

26. Bidborough Ridge Flats

County Councillor Moreland indicated that he would take this matter up on behalf of the Council.

27. Brookhurst Field – Broken Fence next to Kissing Gate

It was **Agreed** that the broken fence next to the Kissing Gate be replaced.

28. Access to Birchwood from Southborough

The Clerk reported that he had taken up the matter of motorbikes accessing Birchwood from Southborough using the public footpath with Kent Public Rights of Way team and was awaiting a response.

29. Mrs K Thorne Claim against the Council

The Chairman reported that at a recent court case this action against the Council had been dismissed.

30. Exclusion of the Press and Public – Public Bodies (Admission to Meetings) Act 1960

It was **Agreed** that the press and public be excluded from the meeting in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 to enable the Council to consider confidential information.

31. Confidential Minutes of the Meeting of the Council held on 23 February 2026

It was **Agreed** that the confidential minutes of the meeting held on 23 February 2026 be approved as a correct record and signed.

32. Duration of Meeting

7.00pm to 8.53pm