

Minutes of the Full Council meeting of Bearsted Parish Council

Madginford Hall, Egremont Road, Bearsted on Tuesday 16th June 2026 at 7.15pm

Present:

Cllr Jodie Pottage (Vice Chair), Cllr Richard Ash MBE, Cllr Pat Catt, Cllr Clive English, Cllr David Hall, Cllr Max Huseyin, Cllr Frank Jagger, Cllr Kapil Kaushik, Cllr Denis Spooner, Cllr Val Springett.

Also, in attendance was the Clerk Joanne Upton, the Deputy Clerk Amy Bush and 4 members of the public.

Reports from members of the public

One member of the public thanked Cllr Val Springett for her help in securing a disabled bay outside his property.

One member of the public invited all Cllr's to attend the Bearsted & Thurnham Carnival & Fayre and asked for volunteers to help clear away at the end of the day.

Cllr Pottage chaired the meeting.

1. Declarations of intention to record

The Deputy Clerk declared the meeting would be recorded for minuting purposes.

2. Apologies and Absences

Apologies were received and duly noted for Cllr's Monday, Selby, Smith, Turner and Waters.

3. Declaration of Interests, Dispensations, Predetermination or Lobbying

Cllr's English, Pottage and Springett declared an interest in item 15 as members of the Madginford Hall Committee.

4. To resolve to go into closed session and to exclude the press and public at item 15 (Admissions to Meeting Act 1960) in accordance with Standing Order 10A (x) HR Matters

Cllr Pottage proposed to go into closed session at item 15, this was seconded by Cllr Ash and resolved with all in favour.

5. Signing of the minutes of the last meeting

- a) The minutes of the Annual Meeting of the Council on 12th May 2026 were agreed as a true record and signed by the Vice Chair.
- b) The minutes of the Full Council Meeting on 12th May were agreed as a true record and signed by the Vice Chair.
- c) The minutes of the HR Meeting on the 2nd June 2026 were agreed as a true record by the members of the HR Committee and signed by the Vice Chair.

6. Committees and Working Groups

Cllr Jagger stepped down from the Environment Committee.

Cllr Pottage proposed to accept Cllr English onto the HR Committee, this was seconded by Cllr Hall and resolved with all in favour.

7. Reports

- a) Borough Councillors: Cllr Jagger asked how Local Government Reorganisation would fit in with the local election timetable. Cllr English explained it is expected that the terms of the existing Councillors that end in 2027 will be extended for a further year to run along side the new Unitary Authority. Elections for the new Unitary Councillors will be undertaken in 2027.
- b) KCC Councillor: There was no report.
- c) Community Warden: The report was noted. Cllr Jagger stated the level of work suggests this is a service that KCC should be paying for in Bearsted. Cllr English recommended that this is approached with the new Unitary Authority once it is formed.

- d) Police: There was no report.
- e) Clerk: The Clerk advised that the Tennis Club Lease needed re-signing as the Council's signatures had not been witnessed. This will be resigned by Cllr's Hall & Springett. Due to the increasing levels of anti-social behaviour in the Village, the Environment Committee will be investigating measures which may help to reduce or help to prevent it and the Communications Committee will work on press releases to reach residents regarding this issue.
- f) Chairman: There was no report.

8. Internal Audit Report

- a) The Council thanked the office staff and Finance Officer for the hard work on achieving a clean internal audit. Cllr English proposed to accept the internal audit report, this was seconded by Cllr Ash and resolved with all in favour.
- b) Cllr English proposed to instruct Mr Bucket for the 2026-27 Audit, this was seconded by Cllr Springett and resolved with all in favour.

9. Statement of Internal Control

Cllr Pottage proposed to accept the Statement of Internal Control, this was seconded by Cllr English and resolved with all in favour.

10. Annual Governance Statement for 2025-26

Cllr Pottage read each statement on the Annual Governance Statement.

Statement 1 – agreed to answer yes with all in favour.
Statement 2 - agreed to answer yes with all in favour.
Statement 3 - agreed to answer yes with all in favour.
Statement 4 - agreed to answer yes with all in favour.
Statement 5 - agreed to answer yes with all in favour.
Statement 6 - agreed to answer yes with all in favour.
Statement 7 - agreed to answer yes with all in favour.
Statement 8 - agreed to answer yes with all in favour.
Statement 9 - agreed to answer N/A with all in favour.
Statement 10 - agreed to answer yes with all in favour.
The Vice Chair signed the statement.

11. Account Statements for 2025-26

Cllr Pottage proposed to approve the Accounting Statement, this was seconded by Cllr Ash and resolved with all in favour. The Vice Chair signed the statement.

12. Exercise of Public Rights

Cllr Pottage proposed to accept the dates for the public to inspect the accounts, 19th June to 30th July 2026. This was seconded by Cllr Springett and resolved with all in favour.

13. Committee Meeting and Working Group Reports

- a) Traffic Committee: Cllr Ash reported that he was reappointed as Chair of the Committee and Cllr Springett as Vice Chair. Double yellow lines at Manor Close, Roseacre School and the work at Sandy Mount are still waiting to be installed.
Cllr Ash proposed to accept the cost of £2743.23 for the traffic island on the A20 (near the Church Landway entrance) to be converted to a pedestrian island. This was seconded by Cllr Springett and resolved with all in favour.
The Committee is going to concentrate on a consultation for reducing the speed limit around the Green and The Street to 20mph.
The SID is now in place for 8 weeks on the A20, Lilk Hill. Cllr's Huseyin, Kapil, Ash, Springett and Hall volunteered to assist with downloading the data and changing the battery.
Cllr Turner has worked with Madginford school, providing information from the KCC Highways Information pack and advice from the 'My Community Voice' service regarding parking at drop off and pick up times and this information has been shared with parents via the newsletter.
There were no issues reported from the most recent Operation Brock, and Cllr Hall is liaising with KCC Cllr Dixon on previous problems of unsuitable vehicles travelling through the village.

- b) Communications Committee: Cllr Hall proposed to accept the cost of £1500 for the Market Manager and her team to run our Fireworks event on the 6th November, this was seconded by Cllr Catt and resolved with all in favour. The ticket prices will remain the same as last year, but we will cap the number of attendees to 2800.
- The Christmas Light switch on will take place on the 22nd November on the Green and the 23rd November at Madginford. The Madginford School, will be singing at both events and the Maidstone Rock Choir will be attending the Green, this year fundraising will support the Holy Cross Church, to raise money for the roof. Cllr Hall proposed to approve the dates and charity choice, which was seconded by Cllr Catt and resolved with all in favour.
- This summer the Parish Council will donate books to the Bearsted Woodland Trust for children who successfully complete the Summer Nature Trail. Cllr Hall proposed a budget of £150 for books, this was seconded by Cllr Catt and resolved with all in favour.
- The Committee has agreed in principle, a proposed Ascot themed event for next year.
- The Committee discussed the proposal to KCC to purchase the land at Madginford Hall and recommend that once a response is received from KCC the public will be notified and invited to ask questions and attend the Full Council meeting, but that a formal consultation is not required. Cllr Hall proposed to accept the cost of £2032.50 from We Hang Lights for the Christmas tree lights. This was seconded by Cllr Catt and resolved with all in favour.
- Cllr Hall proposed to accept the cost of £2440.12 from Orva Electrical to hang the Christmas motifs. This was seconded by Cllr Catt and resolved with all in favour.
- c) Finance Working Group: Cllr Jagger proposed to accept the cost of £305 +VAT from Safe I.S for a Fire Risk Assessment for the parish office and Madginford Hall, this was seconded by Cllr Hall and resolved with all in favour.
- The Committee agreed to transfer £85,000 to the Unity instant access account, when the fixed rate account expires, pending a decision from KCC on the land purchase. If this is refused another higher interest fixed rate account will be sought.
- Cllr Jagger advised that KCC are reviewing our proposal to purchase the land at an Asset Review meeting on the 17th June 2026.
- d) Reports from member of the Council for outside bodies: Cllr Ash advised there is a KALC meeting on the 29th June. The Joint Transport Board has now been abolished.

14. Finance (Account and Audit Regulation 2011/817)

- a) Resolution to approve/ratify quotations or payments:
Fire Safety/Risk Assessment for the Parish office and Madginford Hall – this was approved under item 13c.
- b) Grants and Donations: There were none to consider.
- c) Authorise June Payments: Cllr Jagger proposed to approve the payments, this was seconded by Cllr Ash and resolved with all in favour.
- d) Finance Reports: Cllr Jagger proposed to approve the reports, this was seconded by Cllr Ash and resolved with all in favour.
- e) Balance of Bank Accounts: Cllr Jagger proposed to approve the balances, this was seconded by Cllr Ash and resolved with all in favour.

The members of public left the meeting at 20:29

15. Closed Session

HR Matters.

16. Future Agenda Items

Office lease and rent, policies and standing items.

17. Date of next meeting, 14th July 2026

There being no further business to transact, the meeting ended at 20:38 hrs.

Signed..... Date.....