

**TO: ALL MEMBERS OF CHESTFIELD PARISH COUNCIL:** Councillors are summoned to attend a meeting of Chestfield Parish Council on **Monday 12 January 2026 at 7.30pm** at the Women's Institute Hall, Chestfield Road, Chestfield, for the transaction of the business described in the following Agenda.

*Amendances*

**A SPARKES, CLERK TO THE COUNCIL**  
**A G E N D A**

1. Chairman's Opening remarks
2. Apologies for absence
3. Declarations of Disclosable Pecuniary Interests and Other Significant Interests and Voluntary Announcements of Other Interests, and a reminder to think of any changes to the DPI register held at CCC, such as change of job or home.
4. To agree as a correct record the Minutes of the last parish council meeting held **10 November 2025**.
5. UPDATES (not covered elsewhere on the agenda):
  - TO NOTE the installation of the Grasmere Gardens noticeboard is still on hold with Kitewood.
  - TO RECEIVE an update from Cllr Bailey re the Project "Remembering the war dead of the parish."
  - TO NOTE the new noticeboard at the Doctors' surgery has been delivered and is with the contractor for installation imminently.
  - **Bus stop improvements - update:** The plans and designs have been submitted via KCC's Technical Approval process, and this is nearly complete with a couple of actions outstanding. As soon as the technical approval has been completed and all parties are satisfied, the officer will be raising the works order. Given the weather and temperatures, works will likely go ahead Feb/Mar/April 2026 time - subject to road space booking, etc. The officer will keep us updated.
7. **Adjournment of the meeting for parishioners' questions and comments.** This is the only opportunity during the meeting for residents to speak. The period for public participation will last no longer than 10 minutes and a single member of the public is afforded no more than 3 minutes to make their representation, with the discretion of the Chairman.
8. TO RECEIVE City and County Councillor Report (if applicable)
9. Update on the Neighbourhood Plan:
  - TO NOTE the Clerk asked CCC in August 2025 for a scoping opinion on whether a Strategic Environmental Assessment is required. CCC officers finalised a report prior to circulating it to the three consulting bodies; Natural England, Historic England and The Environment Agency. CCC should issue a decision any day now.
  - TO NOTE the Clerk is working on a Consultation Statement for the final submission to CCC in due course. A Basic Conditions Statement will also be required.
10. Use of section 101 Scheme of Delegation to the Clerk in conjunction with a minimum of two councillors since the last meeting: None.
11. Financial matters (Appendix 3)
  - o Schedule of Payments Appendix 3 Finance Schedule to be signed by the Chairman of the meeting.
  - o TO RECEIVE an End of Quarter 3 Expenditure against budget headings report, for information (and this to be signed by the Chairman of the meeting).
  - o TO RECEIVE the Internal Auditor's report from the Internal Audit undertaken on 14 October 2025.
  - o TO NOTE the Clerk is to arrange for the annual calibration and service of the Speedwatch device in January 2026.
12. Environment  
TO RESOLVE to arrange another community litter pick for a Sunday in March 2026.
13. TO CONSIDER another Community Quiz - and, if resolved, where the profit made should go.

14. TO RECEIVE any update re Cllr Todd's project to look at flood risk in Chestfield and perhaps to a targeted drop of information to those houses at risk and even a visit to those houses at higher risk of flooding to make sure they are informed and prepared. (Cllr Todd to speak to this item.)
15. TO RECEIVE the Clerk's report.  
**Sturry Link Road**  
 KCC) is to commence advanced works for the new Sturry Link Road scheme. Volker Fitzpatrick will be acting on behalf of KCC to undertake some pre-commencement activities on the A28 including conducting trial holes and diverting utilities ahead of the project starting.  
 Advance works will be undertaken from 12 January 2026 for approximately 13 weeks. The scheme will then formally start in April 2026. A temporary construction access for the scheme will also be built within this period. You may also see works being undertaken away from the A28.  
 The advanced works will be on A28 Sturry Road between the Park and Ride entrance and Black Mill Bridge.  
 A series of phased lane closures under temporary traffic signals will be introduced on the A28, which will likely cause some localised congestion. The temporary traffic signals will be monitored to minimise disruption.  
 Following this work on the A28, no further significant traffic management for the scheme is anticipated until 2027.  
 Further details can be found on the project website: <https://www.kent.gov.uk/roads-and-travel/road-projects/planned-road-projects/sturry-link-road>
16. The 2025 edition of the Practitioner's Guide has
17. a new requirement for 2025-2026 that the parish council's website should meet the new minimum accessibility standard WCAG 2.2 AA - the Clerk attended a training course about this on 27 August 2025 and attended a NALC Webinar on 02 December 2025 about this. The difference between WCAG2.1AA and WCAG2.2AA is that there are technical changes to keep up with assistive technology that people with disabilities use. TO NOTE that Clerk tested the website on 02 January 2026 and updated the Accessibility Statement. The Clerk believes the website conforms. If anybody would like to request any document or information in another format, please contact the Clerk who will endeavour to help.
18. Planning: TO RECEIVE Planning Report including current applications and decisions (Appendix 2)  
**TO RECEIVE any update:**  
**Design Project** - TO NOTE that Cllr Todd and Cllr Poole are putting together a small portfolio of photographs that show what we think does and does not represent Chestfield in terms of housing. It could also feed into the Neighbourhood plan and perhaps future reserved matters planning applications for major builds should they pass outline planning. The photos of the good and less good will have some words justifying why. The document is to be an internal document only and help inform any engagement with developers.
  - I) CA/24/00224 - Bodkin Farm, Thanet Way - TO RECEIVE ANY UPDATE re Outline application
  - II) CA/25/00779- Land At Brooklands Farm Whitstable Outline application - TO NOTE Hallam Land Management offered councillors a catch up meeting and this was held on 26 November 2025. Hallam Land Management believe they can overcome the KCC holding objection around traffic and capacity at several junctions.
20. Close of the meeting

***Dates of planned full parish council meetings:***

12 January, 09 March, 11 May, 13 July, 14 September and 09 November 2026.

***Dates for Surgeries for residents - Come along informally between 6.30pm and 7.30pm to the WI hall in Chestfield Road to voice any concerns or give any comments to a councillor and/or the Clerk:***

12 January, 09 February, 09 March, 13 April, 11 May, 08 June, 13 July, None in August, 14 September, 12 October, 09 November and 14 December 2026.

And Christmas Carols event Wednesday 23 December 2026.