



(Local Government Act 1972)

You are invited to attend the Wouldham Annual Parish Meeting, commencing at 7:00 pm on Tuesday, 5th May, 2026

This is NOT a Council meeting but a meeting of the electors in the Parish of Wouldham. Anyone who is entitled to vote in local elections may speak at the Annual Parish Meeting.

Please note, this meeting may be recorded for the purpose of minute-taking and destroyed once written

AGENDA

- 1. Apologies**
- 2. Parish Council Reports**
- 3. Village Hall Report**
- 4. Statutory Reports**
- 5. Community Reports Received**
- 6. Other Community Reports – Verbal**
- 7. Discussion on priorities for the year**

Cllr Jane Miles

Chair Wouldham Parish Council

27th April, 2026



WOULDHAM PARISH COUNCIL

To all members of the Council

YOU ARE SUMMONED TO ATTEND THE MEETING OF THE PARISH COUNCIL TO BE HELD ON TUESDAY 5TH MAY 2026 AT 7.15PM AT WOULDHAM VILLAGE HALL

AGENDA – ANNUAL COUNCIL MEETING

1. To receive apologies for absence
2. Notes from 2025 AGM for acceptance.
3. To receive Chairman's annual report for 2025/26
4. Election of Chairman for 2026/7
5. Election of Vice Chairman 2026/7
6. Clerk to receive any outstanding Declarations of Interest forms
7. Signing of Declaration of Acceptance of Office by Chairman, Vice Chairman and Councillors.
- 8. To appoint leads for Working Groups:**
 - 8.1 Planning
 - 8.2 Finance & Admin
 - 8.3 Roads, Footpaths and Lighting
 - 8.4 Open Spaces
 - 8.5 Health & Safety
- 9. To appoint Councillors to individual responsibilities not covered in Working Groups**
 - 8.1 Village Hall
 - 8.2 Parish Website
 - 8.4 CCTV
 - 8.5 Wouldham School Governor
 - 8.6 Attendance at KALC/PPP meetings
- 9. Wouldham Parish Council Bank Accounts**

To confirm signatories; Nat West Current Account, Unity Trust,
To confirm direct debits
- 10. To Confirm Future Full Council Meeting Dates**

Tina Miles

Clerk Wouldham Parish Council

30th April, 2026



WOULDHAM PARISH COUNCIL

To all members of the Council

YOU ARE SUMMONED TO ATTEND THE MEETING OF THE **PARISH COUNCIL** TO BE HELD ON **TUESDAY 5TH MAY, 2026, 7.30 PM** TO FOLLOW AGM AT WOULDHAM VILLAGE HALL

Members of the Public and Press are welcome to attend

AGENDA

- 1. Apologies for Absence**
- 2. Approval of the Minutes Monthly Meeting held on 7th April, 2026**
- 3. Matters arising from the Minutes (if not covered in agenda)**
- 4. To receive Declarations of Interest**
- 5. External Reports – To receive any reports not included in the APM/AGM**
- 6. Community Safety**
 - 6.1 Speedwatch
 - 6.2 Neighbourhood Watch/Police
- 7. Administrative and Finance Matters**
 - 7.1 Signing of payment request
 - 7.2 To review and note Internal Auditors Report
 - 7.3 To approve the Statement of Internal Control
 - 7.4 To approve the Annual Governance Statement for 2025-6, Section 1 of the AGAR for the year ending 31 March 2026 and the supporting Bank Reconciliation as at 31 March 2026, and if necessary, the explanation of the significant variations from the last year (2025-26). The Chair to sign and date, PLUS minute reference. RFO signed prior to the meeting.
 - 7.5 To approve the Accounting Statement for 2025-6, Section 2 of the AGAR for year ending 31 March, 2026
 - 7.6 To note the proposed dates for the Exercise of Public Rights as selected by the Council's Responsible Finance Officer. From Thursday 4th June to Wednesday 15th July, 2025.

8. Planning

TM/26/00470/LDP - 22 Corliss Vale - Lawful Development Certificate Proposed: Single storey rear extension
TM/26/00442/LDE - Ivy Cottage 740 Pilgrims Way - Lawful Development Certificate Existing: Use of former agricultural land as residential garden

8.2 Planning Consent Issued:

25/02116/FL - Ivy Cottage, 740 Pilgrims Way - Section 73 application to vary condition 2 (Approved plans) of planning permission TM/25/01476/PA for Proposed barn conversion to a residential 1 x 2-bed dwelling and associated landscaping alterations. Proposed changes include internal changes to layout, along with new/ altered windows and fenestration, amendments to front garden and removal of shipping container.

26/00205/LDP - 7 Nelson Road - Dropped kerb to access existing hard standing

8.3 Planning applications refused/withdrawn: NONE

9. Roads, Footpaths & Lighting

10. Open Spaces

- 10.1 Recreation Ground -
- 10.2 Common
- 10.3 Allotments

11. Village Hall

- 11.1 Update on current situation

12. Health & Safety/Risk Management - Concerns Raised

- 12.1 Defibrillators Update
- 12.2 Life Buoys
- 12.3 Village Hall
- 12.4 Public outdoor space
- 12.5 Risk Assessments

- 13. Members of the Public** (The Parish Council meeting is open to members of the public for questions for 30 minutes. One question per person will be allowed initially and only if time permits further questions will be allowed. Members of the public will not be allowed to speak during the Council's formal business unless invited to do so by the Chairperson).

14. General Village business

- 14.1 Discuss and approve items for the Community News
- 14.2 Questions to be raised at the next PPP meeting

15. Correspondence Received -

- 16. Date of Next Meeting** Tuesday 2nd June, 2026. 7.30pm at the Village Hall

- 17. Items from Councillors, Chairperson and Clerk for NEXT Agenda.**

- 18. Close**

Tina Miles
Clerk Wouldham Parish Council

30th April, 2026