

YOU ARE HEREBY SUMMONED TO a Meeting of TATSFIELD PARISH COUNCIL which will be held in the Meeting Room, Aileen McHugo Building, Westmore Green, Tatsfield TN16 2AG on Monday the 8<sup>th</sup> December 2025 at 8.00p.m. when the following agenda will be discussed: -

Samantha Head – Clerk

Signed *Samantha Head*

Issued on Tuesday 2<sup>nd</sup> December 2025

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND AND WILL BE ABLE TO PARTICIPATE DURING SHORT ADJOURNMENTS. IF THE BUSINESS OF THE MEETING RENDERS IT NECESSARY, THE COUNCIL MAY, BY RESOLUTION, ASK MEMBERS OF THE PUBLIC AND PRESS TO WITHDRAW

## AGENDA

1. APOLOGIES
2. DECLARATIONS OF INTEREST\* (relating to items on this agenda)
3. Approve and sign the MINUTES of the previous meeting held on 10<sup>th</sup> November 2025
4. Receive and Accept the Minutes of the Finance Committee meeting held on 29<sup>th</sup> September 2025
5. Receive and Accept the Minutes of the Finance Committee meeting held on 17<sup>th</sup> November 2025
6. Participation – there will be a period of 5 minutes at the beginning of the meeting, to hear questions or statements from members of the public. The public are requested to keep their question(s) brief. There will also be an opportunity for the public to ask questions at the end of the meeting. This will be a period of 5 minutes. In addition, it will be at the Chairman's discretion to invite comment from any member of the public at any point during the meeting, should the Chairman feel it helpful to the item under discussion.
7. Officer's report on actions outstanding since the previous meeting
8. Planning:
  - a) Planning team for December: Jason Syrett and Simon Cook
  - b) To determine the Parish Council's position on Appendix A:  
No planning applications received
9. Finance:
  - a) Finance Team for December: Sue Dowse and Martin Elmer
  - b) Authorise payments (including authorisation of internet banking) detailed in Appendix B
  - c) Receive monthly bank reconciliation reports
  - d) Receive Budget v Actual YTD spend reports
  - e) Approve Budget for 2026-27 as recommended by the Finance Committee (as item 5)
  - f) Approve Precept amount for 2026-27 of £81,000
  - g) Approve grant awards as recommended in the Minutes of the Finance Committee meeting (as per item 5)
  - h) Items for expenditure:
    - New timer for Christmas lights: cost tbc
10. Notified Items
  - a) Parish Assembly Meeting report
  - b) SALC AGM and Conference report
11. Reports from County Councillor, District Councillor, Village Organisations and External Organisations
  - a) County Councillor

# Tatsfield Parish Council

---

- b) District Councillor
- c) Police
- d) VHMC
- e) Airport
- f) Fairtrade

## 12. Parish Council Land / Property

To receive updates, discuss matters and, where relevant, agree on proposals relating to:

- a) Westmore Green
  - Drainage issues
- b) MUGA
  - MUGA refurbishment project - update

## 13. Meetings to attend / correspondence

## 14. Matters for Reporting or Inclusion in a Future Agenda

**Part 2** – To consider passing a resolution that pursuant to Section 1 part 2 of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting during the consideration of any business on the grounds that it is likely if the public remain, there would be a disclosure of exempt information.

\*“DECLARATIONS OF INTEREST – All Members present are required to 2declare, at this point in the meeting or as soon as possible thereafter:

- (i) any Disclosable Pecuniary Interests (DPIs) and / or
  - (ii) other interests arising under the Code of Conduct
- in respect of any item(s) of business being considered at the meeting. Anyone with a DPI must, unless a dispensation has been granted, withdraw from the meeting during consideration of the relevant item of business.”