



## DOWNSWOOD PARISH COUNCIL

### To all Members of the Council, Press and Public:

Members are hereby summoned and notice is given that a meeting of the Full Council will be held at **8.00 pm** at **St Nicholas Church** on **Tuesday, 7 April 2026** when the business detailed below is proposed to be transacted:

1. **APOLOGIES FOR ABSENCE:**  
Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting, under Section 85(1) of the LGA 1972, the members present must decide whether the reason(s) for a Member's absence shall be accepted.
2. **NOTIFICATION OF INTENTION TO FILM/PHOTOGRAPH OR RECORD THE MEETING**
3. **DECLARATIONS OF INTEREST/REQUEST FOR DISPENSATIONS.**
4. **APPROVE & SIGN MINUTES OF FULL COUNCIL MEETINGS HELD ON 3 MARCH 2026**
5. **PUBLIC QUESTIONS ON ITEMS ON THE AGENDA ONLY**  
(The public can send in questions at any time, and raise issues with a Cllr prior to the meeting, these can then be considered at a later meeting)
6. **DISTRICT AND COUNTY COUNCILLOR'S REPORTS**
  - 6.1 County Councillor
  - 6.2 Borough Councillors
7. **CRIME REPORT – Crimes reported e-watch.co**
8. **PLANNING: New Applications and Existing Applications Update.**  
To consider and resolve the council's response to planning applications listed below and any additional applications advised by Maidstone Borough Council and are available on their website between the circulation of this agenda and the meeting to which it pertains.
9. **FINANCE:**
  - 9.1 Approve Statement of Account
  - 9.2 Consider Grant Donations:
    - i Bearsted Scouts – World Scout Jamboree 2027
  - 9.3 Ratify cost of laptop and Microsoft Office 365 for the Clerk £679.79
  - 9.4 To agree the purchase of a mobile phone and printer with costs up to £500 for the Clerk
  - 9.5 Other Matters to report

10. TO ADOPT THE FOLLOWING POLICY  
10.1 IT
11. RECEIVE REPORTS FROM:
  - i. Open Spaces Committee
  - ii. Social Committee
12. TO CONSIDER THE PROPOSALS FROM THE SOCIAL COMMITTEE  
12.1 CHRISTMAS LIGHTS/GARLANDS
13. HIGHWAY IMPROVEMENT PLAN (HIP):
  - 13.1 To consider and agree the HIP for submission to KCC
  - 13.2 To consider or not to publish on the parish website
14. UPDATE REGARDING ASSERTION 10 (Digital & Data Compliance)
15. CLERKS REPORT to Receive reports & updates on previous actions
16. REPORTS FROM MEETINGS/SEMINARS ATTENDED
17. CORRESPONDENCE TO BE ADDRESSED
18. MATTERS OF GENERAL INTEREST (This item is not for issues that require a decision, it is where Cllrs can ask for items to be placed on the next agenda, or update on something they have seen or heard)

In accordance with Schedule 12 of the Local Government Act 1972 and Standing Orders 1 n vii: Members of the Public and Press may be excluded from items due to their confidential nature.

*Emma Hull*

**EMMA HULL - CLERK TO THE PARISH COUNCIL**

**30th March 2026**