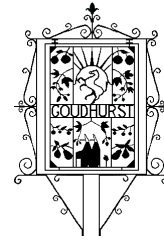


Goudhurst Parish Council



Full Council Meeting 14th October 2025

MEETING
14 October 2025 19:30 BST

PUBLISHED
9 October 2025

Goudhurst Parish Council



To: Members of Goudhurst Parish Council

I summon you to Meeting of Goudhurst Parish Council on Tuesday 14th October 2025 at 7.15 for a 7.30pm start in The Church Rooms, Back Lane, where business detailed on this agenda will be discussed. At 7.15pm, members of the public are invited to speak with Councillors, but the meeting will officially start at 7.30pm.

Members of the Public and the Press are welcome to attend this meeting and to ask questions or raise issues of local interest during the 7.15pm to 7.30pm session. Thereafter they are welcome to stay and observe the rest of the Meeting; members of the public are not permitted to speak during the remainder of the meeting except by special invitation of the Chairman, Public Bodies (Admission to Meetings) Act 1960, s1. Please note, Council cannot lawfully decide on items of business not specified on the published agenda although the Chairman may decide to refer any issues raised for further discussion (LGA 1972 Sch 12, 10 (2)(b)).

Please inform the Clerk, if you intend to film or record the Meeting.

Katrina Hoyle
Clerk to Goudhurst Parish Council
9th October 2025

Parish Council Office – 3 Fountain House, High Street, Goudhurst, KENT. TN17 1AL
01580 212552 | <https://goudhurst-pc.gov.uk>

Quorum for Council: 4 Members

Agenda

Location
The Church Rooms, Back Lane, Goudhurst.

Date
14 Oct 2025

Time
19:30 BST

	Item	Page
	7.15pm - prior to the start of the meeting. Questions and comments from members of the press and public.	-
	This is an opportunity for members of the public to ask questions or raise issues of local interest. Thereafter they are welcome to stay and observe the rest of the Meeting (members of the public are not permitted to speak during the remainder of the meeting except by special invitation of the Chairman) Public Bodies (Admission to Meetings) Act 1960, s1. Please note, Council cannot lawfully decide on items of business not specified on the published agenda although the Chairman may decide to refer any issues raised for further discussion (LGA 1972 Sch 12 10 (2)(b)).	-
1	To receive apologies for absence and to approve the reasons given.	-
2	Declarations of Interest	-
3	To approve and sign as a correct record the Parish Council Meeting held on 9th September 2025 and available to members prior to the meeting via Board Intelligence.	5
	Members are reminded that only issues relating to material accuracy can be discussed.	-
4	To receive reports from County and Borough Councillors (limited to 10 minutes in total).	9
5	RFO Report	10
5.1	To resolve to approve payments for September 2025.	-
5.2	To appoint to Councillors to approve payments	-
5.3	To receive the initial draft budget and discussions	12
6	Resolutions	-
6.1	To resolve to form a 'Projects' Committee	-
6.2	To appoint Councillors to the Project Committee and set the first committee date	-
6.3	To resolve the closure of the Youth and Housing Committee with the transfer of remaining asset maintenance budget and responsibility to Amenities	14
6.4	To resolve to except the External audited AGAR and note the comments made in the completion letter	16
7	To nominate a Councillor as a Goudhurst Representative for the Bewl Water Masterplan' consultation exercise.	28
8	To agree the creation of a "pond policy" based on the example attached.	29
	Note: This will be created and proposed for adoption at the November meeting, along with an updated risk assessment for both ponds	-
9	To agree the creation of an Emergency Plan update and next steps	-
10	Council to note the minutes of the following Committees and the decisions made	-
10.1	Highways Committee	35
10.2	Finance Committee	38

	Item	Page
10.3	Burial Authority	40
11	Planning Decisions	42
12	Chairman's Report	-
13	Clerk's Report	-
14	Correspondence	-
14.1	Bus Service Updates	43
14.2	Two applications for Councillors received	-
15	Items for information	-
16	Date of next Meeting , 11th November 2025 7.15 for 7.30 start at The Church Rooms.	-

Goudhurst Parish Council



MINUTES OF THE MEETING OF GOUDHURST PARISH COUNCIL

on Tuesday 9th September 2025 Church Rooms Back Lane

At the start of the meeting Councillors noted the sad passing of the Duchess of Kent.

PARTICIPANTS

Councillors present: Cllrs Antony Harris, Phil Kirkby (Chairman), David Knight (Borough Councillor), Peter Rolington, Geoff Mason, Caroline Richards, Ed Read Cutting

Others present: *Cllr Thomas Mobbs*

Officers present: Kat Hoyle (Clerk) Panetta Horn Deputy Clerk

APOLOGIES

343/25 Apologies were received from Alison Webster, Suzie Kember, Paul Wareham and Craig Broom for leaving early. Cllr David Knight sent apologies for being late due to attending Lamberhurst (arrived 8.00pm)

DISCLOSURES OF INTEREST

344/25 There were none.

MINUTES OF THE LAST MEETING

345/25 It was **resolved** that the Minutes of the Parish Council Meeting held on 12th August 2025, copies of which had been previously distributed to Members via Board Intelligence, were signed by the Chairman as a correct record.

REPORTS FROM COUNTY & BOROUGH COUNCILLORS

346/25 Kent County Councillor Claudette Russell sent a report included in the appendices

347/25 Borough Councillor David Knight, reported the three Borough Councillors are aligned in representing Parish Councils during the Reorganisation of Local Government

ACCOUNTS

Ref	Invoice Number	Supplier	Description	Gross	Net	Vat	Auth Ref
25178	84352	Veolia	bin emptying burial ground aug	44.98	37.48	7.5	Contract
25179		Perinda Skilton	Aug office cleaning	80	80	0	clerk

25180		Envirocure		195			
	50019		L8 Checks at CF	77.1	64.25	12.85	Contract
	50020		L8 Checks at Toilets	117.9	98.25	19.68	Contract
25181	3555	F&C	Cleaning services to 5/9	745.8	621.5	124.3	contract
25182	17479	Millbrook Design	Acrylic signs for Dog Poo	264	220	44	clerk
25184	CRP112	Credo	Enforcement Appeal	612	510	102	Clerk
25185		B&K		702.11			
	22762		Electrical checks - Goudhurst Pond	199.2	166	33.2	Clerk
	22785		Replacement hand dryer at CF pavilion	502.91	419.09	83.82	Clerk
25186		Richard Greenaway	Fixing benches in Village Shelter	45	45	0	Clerk
25187		Weeks Bakery	Refreshments for Kalc Meeting	188	188	0	Clerk
25188		GS Wanstall	Plain Christmas Tree and manhole cover for Christmas 2024	456.2	456.2	0	Amenities

25190		Abigail Horn	8 hours Digitisation of Burial records	120	120	0	Clerk
25191		Jemima Horn	21 hours Digitisation of Burial records	315	315	0	Clerk

Resolutions

RFO Report

348/25 It was **resolved** to approve the payments for August 2025 plus the additional ones brought to the meeting

349/25 It was **resolved** to appoint Cllr Geoff Mason and Cllr Peter Rolington to approve the payments

RESOLUTIONS

350/25 It was **resolved** to purchase the office furniture for £3,432.41, including installation

OFFICE LEAK

351/25 Council **noted** the update regarding the leak in the Parish Office, the source of which has now been identified. It was **agreed** to seek a quote for repair and move forward with insurance claim via the owner of the issue.

PROJECT PROPOSALS

352/25 Council **noted** the project proposals, shown in the Appendices. It was further **noted** the projects proposed for this year were on track or already completed.

LAND REGISTRATION TATTLEBURY TRIANGLE

353/25 Council **noted** the advice from the Legal Consultant, regarding the options for an application for possessory title to the Land Registry. It was agreed to approach Kent County Council instead for advice.

LAUNCH EVENT

354/25 Councillors were reminded of the date for the Goudhurst in Bloom and Launch Event. The date is set for 18th September, with light refreshments provided.

VILLAGE HALL NOMINEE

355/25 It was **resolved** for Cllr Peter Rolington to be the Councillor representative

THE QUARRY CENTRE

356/25 It was **noted** a strategic meeting is scheduled to take place before end of October. Cllr Knight to update in November

COMMITTEE UPDATES

357/25 It was **agreed** for a proposal to be created regarding updates to the Committee roles and taken to full council in October.

Council noted the minute of the following Committees minutes

358/25 It was **resolved** to approve the Amenities Minutes including the resolutions.

359/25 It was **resolved** to approve the Youth and Housing Minutes

PLANNING DECISIONS

360/25 Members **noted** Planning Committee recommendations and TWBC decisions in August 2025

CHAIRMANS REPORT

361/25 Cllr Phil Kirkby and Cllr Antony Harris (KALC representative) updated the Council regarding the latest plans in the Reorganisation of Local Government as discussed in the recent KALC Meeting. Two options had been submitted with a four unity and three unity model and a public consultation will be hosted.

CLERKS REPORT

362/25 The Clerk updates have been included under other agenda items

CORRESPONDENCE

363/25 The Tractor Run. It was **agreed** to reply favourably and share the Just Giving Page after the event.

364/25 It was **agreed** for the lorry petition to be shared via the Parish Council Facebook Group. and MP Mike Martin to a meeting.

ITEMS FOR INFORMATION

365/25 Councillors noted the Period of Royal Mourning - Guidance for Local Authorities procedure document which had been sent via email. Further instruction to be sent to Cllr Rolington

366/25 It was noted that the Kilndown Gardening Club expressed interest in running Goudhurst Parish in Bloom.

367/25 Tunbridge Wells Climate and Nature Fair is on 13th September 2025 weekend

NEXT PARISH COUNCIL MEETING

368/25 The next Council Meeting is Tuesday 14th October at 7.30pm at The Church Rooms.

Meeting finished 21.07

K.Hoyle
Clerk

KCC Members Report for Parish Council – Cllr Claudine Russell

October 2025

Council Overview

The new council strategy “Reforming Kent” has been devised and this will be used to facilitate the budget making process that will be starting shortly. Currently, the administration (bar some decisions that they have made whilst in charge) are running to the previous administrations budget and savings that were programmed to be made have been made, such as the early repayment of some long term loans.

Cranbrook Division

I have attended various HIP meetings with the officers and parish representatives, and Mike Martin as well. The timeline for having the HIPs in for this Rural parish grant of £25,000 per parish is to submit to KCC by October (your full updated HIP), clearly indicating which schemes you are proposing to put forward for the money. KCC will have December to cost them up and will look to implement the schemes at the start of next year.

There is a new reporting tool for potholes so if you use that be aware that it may look a little different [Report or track a problem on the road or pavement - Kent County Council](#)

I am still awaiting a meeting with the cabinet member for education, who I have chased once again!

I received a response from the cabinet member for highways regarding the issue of emergency works closing an A road with no diversion signs in place and he has undertaken to raise the points that I made to him to the streetworks coordination team.

I am trying to persuade Hams to allow the U2 bus to stop at Hartley as it drives past there anyway and I have the KCC Local bus and mainstream schools transport officer on the case as well, trying to get them to extend their route. At the moment they are very resistant but we will keep trying.

Members Grant

I have previously mentioned that I have a members grant. I have managed to make some small awards and have approached a couple of different community organisations but if you know of any group that would benefit from receiving some money from my members grant please do direct them to my email and I can get the process rolling.

Please email me for help on any issues: Claudine.Russell@kent.gov.uk

Goudhurst Parish Council

RFO report to Council

Accounts to 30/09/2025

These figures will be presented to Council at the October 2025
Council meeting.

Receipts UTB in September 2025

Section 106	8,143
Garage Rent	325
Precept	121,950
	130,418

Receipts Instant Access in September 2025

0

Receipts CCLA in September 2025

Dividend payment	377
Total Receipts	130,795

Payments September 2025

UTB	17,278
CCLA	0
Total Payments	17,278

Cash Balances at Bank as at 30th September

UTB	129,320
CCLA (30.7.2025)	108,545
Instant Access	72,040
Current Balances	309,815

Accounts Payable to 09.10.2025 for authorisation

Payment Ref	Invoice Number	Supplier	Description	Gross	Net
20207	84384	Veolia	bin emptying burial ground sept	44.98	37.48
20208	1056	Perinda Skilton	Sept office cleaning	80.00	80.00
27209		Goudhurst Club	Annual Parking Fees	1,500.00	1,500.00
27210	3607	F&C	Cleaning services to 5/10	736.50	614.00
27211		Jack Tinsley	Weeding of Ashes Plots	100.00	100.00
27212		Panetta Horn	Wine for Kalc meeting and coffee	31.43	31.43
27213		Wallgate	Repair and contract for Wallgate heater	817.66	681.38
27214	1052	Mason Vegetation	Clearance of embankment around toilets	180.00	150.00
27215		Richard Greenaway	Misc repairs in village	77.00	77.00
27216	G21025	RMR	Medical event cover - Christmas fair	304.00	304.00
27217		MDD	New Desks and chairs	4,118.89	3,432.41
27232		Ed Bates	Reimbursement for garage keys	10.00	8.33
27233		Rebecca Barden	Refreshments for Goudhurst in Bloom	86.92	86.92

An interim payment of £535.78 was made for the insurance on Fountain House.

The initial draft budget was discussed at the Finance Committee and will be present to Council for further discussion.

Panetta Horn
Deputy Clerk and RFO
9th October 2025

Explanation of Budget Calculations

£55,000 was budgeted for projects in 2025/26 of which £24K remains unallocated. Future and pending projects were discussed and the Finance Committee proposes that the remaining budget funds should be allocated to the Victorian Cemetery project, which would involve replacing the main path way and preparing an area alongside for additional ashes plots. Assuming that this suggestion is approved the following draft budget proposal has been drafted. Using existing known expenditure and predicted expenses to the end of the financial year, it is projected that the reserves will be £165,396 at year end. With planned expenditure and projects in the draft budget the reserves will be £146,999 at the end of 2026/27 of which £34,000 will be earmarked leaving unallocated reserves of £112,999.

The budget calculations were produced with the following assumptions:

Income - That the balance of the 106 money for the Village Shelter and for Lurkins Rise will be received within the 2026/27 financial year.

Expenditure - That all members of staff achieve CiLCA and the pay rises are agreed.

That the following projects are undertaken:

£1.5K on Notice board for Chequer Field

£1.6K on new bins

£5K on Tattlesbury Parking Consultant

£8K on Back Lane railings

£8K on new play equipment

£35K on Lurkins Rise Project

The Victorian Cemetery and Burial grounds projects are still being costed, so final agreement on the budget cannot yet be sort.

Code	Com	Name	2024/25 Actual	2025/26 Budget	EMR / Grants	YE	2026/7 Budget	Grants	EMR	Total Funds	2027/8 Budget	Explanation of variances
1076	101	Precept	227,800	243,900		243,900	255,851			255,851		
1090	101	Interest Received	7,351	3,600		4,000	4,000			4,000		
1203	101	Grant funding	0	0		1,108	0			0		
1205	101	Misc Income	195	0		0	0			0		
1206	207	Sports Field grant	2,666	2,666		2,666		1,777		1,777		
1207	101	Section 106	0	0		8,145		25,145		25,145		Grants for Shelter and Lurkins Rise
1221	207	Dynamos Rent	800	800		800	800			800		
1224	207	GK School annual use CF	500	500		500	500			500		
1230	203	Burial Board Fees	17,253	12,000		12,000	12,000			12,000		
1276	207	Mary Days Garage Receipts	4,287	4,745		4,745	3,900			3,900		
		Income	260,852	268,211		277,864	277,051	26,922		303,973		
5000		Staff										
5004	102	Employers Pension	2,065	4,307		5,000	5,000			5,000		Affected by payment for CiLCA training and initial
5005	102	Employers NI	3,997	9,229		10,500	9,000			9,000		overtime to bring RFO role up to date after
5006	102	Clerks Pay	51,384	61,802		70,000	67,000			67,000		absence. Lower 2024/25 reflected saving.
5100		Council Administration										
5101	101	Telephone/Broadband Hopbine	1,723	2,290		2,675	2,900			2,900		Higher costs having to move to BT after Flotec
5102	101	Toilet Utilities	2,204	2,268		2,900	3,000			3,000		failed to deliver
5103	101	Chequer Field Utilities	2,151	3,423		840	900			900		High cost of electricity in toilets
5104	101	CCTV. Electricity and Broadband	885	1,754		1,300	1,300			1,300		Had included LG testing here but recorded in CF
5106	101	Office Cleaning and Maint Costs	907	1,500		2,540	1,700			1,700		maint
5107	101	Rates	217	300		217	300			300		Over budgeted
5108	202	Defib Expenses	135	500		500	500			500		Maintenance to bring electrics up to spec and
5109	101	The Plain Utilities	195	1,040		1,100	1,100			1,100		repainting following additional damp
5111	101	Office Utilities	433	2,700		5,400	4,000			4,000		No electricity bill received until June, so includes
5120	101	Computer Equipt. Maint. Citric	7,686	7,623		7,300	7,500			7,500		electricity from June to April in addition to 25/26
5121	101	Software BI	200	210		200	250			250		costs
5122	101	Mapping Pear Technology	150	315		150	300			300		
5123	101	Website Costs	490	463		754	830			830		Moved mailchimp costs from Computer
5125	203	Burial Records	1,812	2,109		2,071	2,140			2,140		Allowance given to ensure all records including
5126	101	Rialtas Accounting	192	200		203	210			210		VC are totally up to date.
5127	101	Professional Fees	4,051	3,000		3,000	5,000			5,000		
5128	101	Council Parking spaces	1,595	1,500		1,500	1,500			1,500		Increased next year to address potential
5140	101	Insurance	2,587	3,065		3,719	3,800			3,800		Increase in FH insurance
5141	101	Land Registry	0	100		100	100			100		
5142	101	Bank Charges	197	372		372	372			372		
5143	101	GDPR	0	0		0	0			0		Do we need a budget for this
5161	101	Minor Expenses	800	500		500	500			500		
5162	101	Postage	0	126		120	150			150		
5163	101	Stationery	537	300		300	300			300		
5165	101	Travel Expenses	160	250		250	250			250		
5166	101	Recruitment	200	0		0	0			0		
5170	101	Loan Repayment for office	4,296	8,593		9,800	9,800			9,800		Higher due to final interest rate at draw down of
5180	202	Maps. Leaflets and Publicity	100	100		100	100			100		loan
5200		Council Management										
5201	101	Training	385	1,500		2,000	1,500			1,500		Higher due to CiLCA
5211	101	Audit	1,226	1,318		1,334	1,500			1,500		External Auditor more expensive
5215	101	Staff Contractors	3,883	0		0	0			0		
5220	101	Meeting Room Hire	1,256	1,800		1,605	1,800			1,800		Lower rent but higher refreshment costs
5230	101	Subscriptions	1,411	2,082		2,108	2,230			2,230		
5300		Asset Management										
5300	202	Plain, Pond, War Memor, Bus Shelter	1,010	1,000		1,000	6,000			6,000		Including work on drainage and maintenance of
5301	106	Plain Contractor	2,292	2,407		2,494	3,407			3,407		draining equipment
5310	203	St Marys Maint	11,664	12,800		12,800	14,000			14,000		Additional costs due to pond management
5311	203	St Marys additional Maint	0	4,200		4,200	2,400			2,400		New maintenance contract
5312	203	St Marys Trees (EMR 333)	5,922	1,000		1,000	0			0		Less work envisaged, more incorporated into
5320	202	Lurkins Rise additional costs	1,802	500		500	1,000			1,000		contractors work
5322	106	HP/LR contractor		2,580		2,580	2,700			2,700		Funds included in tree survey
5325	202	Amenities Expenses	1,944	3,000		3,000	3,000			3,000		Introducing bin emptying
5326	207	Youth and Housing Expenses	0	1,000		1,000	1,000			1,000		
5327	203	Burial Expenses	0	1,000		1,000	1,000			1,000		
5330	202	Toilets not utilities	9,078	13,330		10,500	10,400			10,400		Repairs not required and sinking fund building for
5341	207	Back Lane Play area	787	1,646		1,646	1,710			1,710		repairs
5342	207	Back Lane Play area inspections	787	620		620	620			620		
5343	202	The Glebe Maint Contract	6,565	5,021		6,008	7,321			7,321		Increase in number of cuts
5344	202	The Glebe Lease and Additional works	0	3,000		3,000	4,000			4,000		Includes cost for work to planting around path
5350	207	Chequer Field Ground maint	9,923	9,645		9,645	9,750			9,750		and raised beds
5351	207	CF Pavilion Maint	639	1,550		1,550	2,220			2,220		Raised to include cleaning regularly during
5352	207	CF additional grounds maint	0	4,152	2,666	4,312	3,000	1,275		4,275		season
5360	202	Quarry Pond Maint	1,300	2,000		2,700	2,000			2,000		Less maintenance required to conform with grant
5363	207	Kilndown Green Maint	3,050	3,500		3,500	3,675			3,675		requirements
5370	203	Kilndown Contractor	3,100	6,700		5,733	6,020			6,020		Installation of pond skimmer
5371	202	Kilndown Additional Maint	1,063	0		0	500			500		As this is a permanent grant, added 5% for
5380	202	Tattlebury Triangle maint	300	500		300	300			300		inflation
5381	202	Tree Survery	695	0		0	2,000			2,000		Reduced price after contractor change
5382	202	Footpath Upkeep	170	300		200	300			300		
5388	202	CCTV Maint	436	600		1,100	500			500		Work on GVH
5391	203	Burial Bin Contract	390	500		500	500			500		
5393	202	Dog Fouling	139	150		300	300			300		increased requirement
5400		Misc										
5401	101	Chairmans Expenses	0	100		100	100			100		
5402	101	Remembrance Wreaths	50	50		50	50			50		
5600		Highways										
5601	204	Highways Expenses	0	0		0	0			0		
5602	106	Sids Maint Contract	469	1,477		1,400	1,500			1,500		
5602	106	Sids repairs		600		600	0			0		
5700		Grants			3,800							
5700	101	Grants	5,990	11,000		14,800	11,000			11,000		
5714	101	Goudhurst in Bloom	585	500		500	500			500		
5800		Mary Days Garages								0		
5802	205	Mary Days Loan Repayments	3,154	3,165		3,165	3,165			3,165		
5803	207	Mary Days Maint	15	2,000		2,000	500			500		Budget too high
5900		Projects										
5900	206	General Projects	2,490	0		0	0			0		£55K budgeted now allocated to projects
5902	202	G War Memorial Refurbish	606	2,000		1,814	0			0		highlighted red
5903	206	National Events	107	1,000		0	0			0		
5905	206	Parish Events	292	1,000		1,000	1,500			1,500		Fetes
5907	202	Toilet Renovation	0	2,000	2,000			0	6,000	6,000		Sinking Fund
5909	203	Memorials Surveys and Repairs	0	1,000		1,000				0		
5910	202	Car Park Resurface	0	2,000	4,000			0	8,000	8,000		Sinking Fund
5914	204	Hip Plan works - consultation	0	0		0			10,000	10,000		New Sinking fund
5915	202	Christmas Trees and Lights	1,249	500		500	500			500		
5916	204	Club resurfacing/car park	0	0		10,000			10,000	10,000		Provisioned from EMR if project if agreed
5918	202	Bins and Notice Boards	148	0		400	1,500			1,500		Notice board for CF
5925	207	Shelter on the Glebe	0	15,592	6,000	16,000	0			0		
5926	203	Memorial Benches	0	0	1,108	1,676	0			0		
5929	207	Pavilion Painting	0	5,400		5,400	0			0		£3700 budgeted but topped up from General
5930	203	West Gates St Marys	0	2,000		4,000	0			0		Projects
5931	207	Lizard Boxes	0	50		50	0			0		
5932	202	CCTV Unification	0	1,000		0	15,000			15,000		
5935	202	Lower Glebe Cultivation	0	16,600	16,580	16,600	1,000			1,000		Project completed from General reserves, had
new	202	Bins and Bin Emptying	0	0		600	1,600			1,600		Earmarked expenses
new	202	Tattlebury Triangle renovation	0	0		0	0			0		Project on hold due to legal implications
new		Matting Project on Upper Glebe	0	0		0				0	20,000	
new	203	Burial Presentation pack	0	0		200	0			0		
new			0	24,111		24,111	2,000			2,000		Not started but project could be completed using
new	204	Victorian Cemetery renovation	0	0		0	5,000			5,000		Project budget if agreed.
new		Tattlesbury Parking Consultation					8,000			8,000		
new		Back lane railings					8,000			8,000		
new		Play equipment								0	4,000	
new		Replacement gate CF										50% from 106 and possible grants to be
new	207	Lurkins Rise Project	0			0	35,000			35,000		investigated to assist with this funding.
		Expenditure		302,485	36,154	327,612	322,370	1,275	34,000	357,645	24,000	

	2025/26 Budget	YE	2026/7 Budget
Income	24,311	33,964	48,122
Precept	243,900	243,900	255,851
Expenditure	302,485	327,612	322,370
From Reserves	-34,274	-49,748	-18,397
Reserves 1.4.25	215,144		
Movement forecast	-49,748		
Reserves 31.03.26	165,396		
Reserves 1.4.26	165,396		
Movement budgeted	-18,397		
Reserves 31.03.27	146,999		
EMR	34,000		
Available Reserves	112,999		

Annual Budget - By Centre

Note: Budgets and YTD Expenditure as at 31.08.2025

		<u>2024/25</u>		<u>2025/26</u>				<u>2026/27</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
207	Youth and Housing									
1206	Sports Field Grants	0	2,666	2,666	0	2,666	0	0	0	0
1221	GUFC & Dynamos Rent	0	800	800	0	800	0	0	0	0
1224	GK School ann'l use Cheq Field	0	500	500	0	500	0	0	0	0
1276	Mary Day's Garages Receipts	0	1,334	4,745	519	4,745	0	0	0	0
	Total Income	0	5,300	8,711	519	8,711	0	0	0	0
5103	Chequers Field utilities	1,300	2,151	0	0	0	0	0	0	0
5326	Youth and Housing Expenses	0	0	1,000	0	1,000	0	0	0	0
5341	Back Lane Play area	1,650	787	1,646	179	1,646	0	0	0	0
5350	CF Grnd Maint Contract	11,000	9,923	0	0	0	0	0	0	0
5351	Chequer Field Pavilion Maint	1,000	639	1,550	1,881	2,000	0	0	0	0
5352	Chequer Field Maint	0	0	4,152	0	4,152	0	0	0	0
5803	MD Maintenance	0	0	2,000	80	2,000	0	0	0	0
5908	Ventilation system Pavilion	5,500	5,478	0	0	0	0	0	0	0
5922	Chequer Field Drainage	3,000	3,362	0	0	0	0	0	0	0
5925	Shelter on Village Green	21,000	0	16,000	15,993	15,292	0	0	0	0
5929	Pavilion Painting	0	0	3,700	8,873	5,400	0	0	0	0
5931	Lizard Boxes	0	0	50	0	50	0	0	0	0
	Overhead Expenditure	44,450	22,339	30,098	27,006	31,540	0	0	0	0
	207 Net Income over Expenditure	-44,450	-17,039	-21,387	-26,487	-22,829	0	0	0	0
6000	plus Transfer from EMR	0	8,840	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(44,450)	(8,199)	(21,387)	(26,487)	(22,829)		0		

Continued on next page

Annual Budget - By Centre

Note: Budgets and YTD Expenditure as at 31.08.2025

	<u>2024/25</u>		<u>2025/26</u>				<u>2026/27</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Budget Income	0	5,300	8,711	519	8,711	0	0	0	0
Expenditure	44,450	22,339	30,098	27,006	31,540	0	0	0	0
Net Income over Expenditure	<u>-44,450</u>	<u>-17,039</u>	<u>-21,387</u>	<u>-26,487</u>	<u>-22,829</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	8,840	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(44,450)</u>	<u>(8,199)</u>	<u>(21,387)</u>	<u>(26,487)</u>	<u>(22,829)</u>		<u>0</u>		

Annual Governance and Accountability Return 2024/25 Form 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return 2024/25

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
 - The **Annual Internal Audit Report** must be completed by the authority's internal auditor.
 - **Sections 1 and 2** must be completed and approved by the authority.
 - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2025**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2025**. Reminder letters will incur a charge of £40 +VAT:
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2025
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2024/25

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2025 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2024/25**, approved and signed, page 4
- **Section 2 - Accounting Statements 2024/25**, approved and signed, page 5

Not later than 30 September 2025 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review. It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return (AGAR) 2024/25

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty) and is properly signed and dated. Any amendments must be approved by the authority and properly initialled.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2025.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- You must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chair, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the bank reconciliation is incomplete or variances not **fully** explained then additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2024) equals the balance brought forward in the current year (Box 1 of 2025).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2025**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?	✓	
	Has all additional information requested, including the dates set for the period for the exercise of public rights , been provided for the external auditor?	✓	
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?	✓	
Section 1	For any statement to which the response is 'no', has an explanation been published?	✓	
Section 2	Has the Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?	✓	
	Has the authority's approval of the accounting statements been confirmed by the signature of the Chair of the approval meeting?	✓	
	Has an explanation of significant variations been published where required?	✓	
	Has the bank reconciliation as at 31 March 2025 been reconciled to Box 8?	✓	
	Has an explanation of any difference between Box 7 and Box 8 been provided?	✓	
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.	✓	

***Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices**, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

Annual Internal Audit Report 2024/25

Goudhurst Parish Council

Goudhurst-pc.gov.uk

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During the financial year ended 31 March 2025, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2024/25 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2023/24, it met the exemption criteria and correctly declared itself exempt. <i>(If the authority had a limited assurance review of its 2023/24 AGAR tick "not covered")</i>			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations <i>(during the 2024-25 AGAR period, were public rights in relation to the 2023-24 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set)</i> .	✓		
N. The authority has complied with the publication requirements for 2023/24 AGAR <i>(see AGAR Page 1 Guidance Notes)</i> .	✓		

O. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

24/04/2025

DD/MM/YYYY

DD/MM/YYYY

Name of person who carried out the internal audit

Michelle Webber

OF INTERNAL AUDITOR

Signature of person who carried out the internal audit

SIGNATURE OF INTERNAL AUDITOR

Date

24/04/2025

***If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).**

****Note:** If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

Goudhurst Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2025, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

13/05/2025

and recorded as minute reference:

092/25

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

Clerk

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Section 2 – Accounting Statements 2024/25 for

Goudhurst Parish Council

RESTATED

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	155,917	210,121	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	219,800	227,800	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	46,026	154,344	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	65,592	57,447	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	3,197	7,450	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	142,833	312,224	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	210,121	215,144	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	194,140 191,140	209,649	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	347,503	505,824 485,824	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	43,200	159,068	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

 REQUIRED

Date

24/04/2025

I confirm that these Accounting Statements were approved by this authority on this date:

24/04/2025

as recorded in minute reference:

Signed by Chair of the meeting where the Accounting Statements were approved

Section 3 – External Auditor’s Report and Certificate 2024/25

In respect of

Goudhurst Parish Council

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02 as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2024/25

Except for the matters reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with *Proper Practices* and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

See separate report.

Other matters not affecting our opinion which we draw to the attention of the authority:

See separate report.

3 External auditor certificate 2024/25

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2025.

*We do not certify completion because:

Not applicable

External Auditor Name

Forvis Mazars LLP, Newcastle Upon Tyne, NE1 1DF

External Auditor Signature

Forvis Mazars LLP

Date

29 September 2025



Goudhurst Parish Council

External Auditor Continuation Report
2024/2025

forv/s
mazars

Introduction

This page is part of Section 3 – External Audit Report 2024/2025

The following matters have been raised to draw items to the attention of Goudhurst Parish Council. These matters came to the attention of Forvis Mazars LLP during the review of the Annual Governance and Accountability Report (AGAR) for the year ended 31 March 2025. This report must be presented alongside the AGAR to a full meeting of the smaller authority for review.

The review of the annual return may not disclose all shortcomings of the systems as some matters may not have come to the attention of the auditor. For this reason, the matters raised may not be the only ones that exist.

Except for the matters reported below on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met.

The Accounts and Audit Regulations and proper practice in the Practitioner's Guide require that Section 1 of the Annual Governance and Accountability Return is approved before Section 2. This is explained on the front of the Annual Governance and Accountability Return but in 2024/25 the Council approved the Annual Governance Statement after Section 2. Assertion 1 of the Annual Governance Statement was marked 'yes', meaning that the Council believed it had complied with the Accounts and Audit Regulations. The Council should ensure that in future Section 1 is approved no later than Section 2.

The Council has been unable to provide evidence that it carried out and documented a formal risk assessment in 2024/25 although the Internal Audit report and the Annual Governance Statement at Section 1 both indicate that a risk assessment was carried out. For 2025/26 the Council should ensure that it documents its annual risk assessment.

The Council has not fully implemented recommendations made in 2023/24 external audit report regarding the approval process for the AGAR. The Council answered 'Yes' to the relevant assertion in the 2024/25 Annual Governance Statement (assertion 7), claiming it has taken appropriate action in respect of audit reports. In future, the Council should ensure that appropriate action in response to audit recommendations is taken within a reasonable time.

Other matters not affecting our opinion which we draw to the attention of the smaller authority:

As part of its Annual Governance and Accountability Return submission the Council is required to provide for audit explanations for significant variances between the 2023/24 and 2024/25 figures in Section 2. Such explanations support the Council's own understanding of its financial performance. The Council provided insufficient explanation of its variances because not all variances above the tolerance level were sufficiently explained. Although explanations were subsequently obtained in future, the Council should provide an explanation for all significant variances as part of its AGAR submission.

We were required to return the Annual Governance and Accountability Return to enable the Council to correct the following:

1) Fixed assets at Box 9 for 2024/25 was initially incorrect because the entry was not adjusted for acquisitions and disposals during the year.

2) Cash and cash equivalents at Box 8 for 2023/24 did not agree to the figure stated on the prior year Annual Governance and Accountability Return

In future the Council should ensure that the Annual Governance and Accountability Return is accurate and complete.

No other matters came to our attention.

For and on behalf of Forvis Mazars LLP

Date: 29 September 2025

Contacts

Gavin Barker

Engagement Lead, Forvis Mazars

local.councils@mazars.co.uk

James Collins

Director, Forvis Mazars

local.councils@mazars.co.uk

Thomas Backhouse

Manager, Forvis Mazars

local.councils@mazars.co.uk

Naser Alkobir

Manager, Forvis Mazars

local.councils@mazars.co.uk

Tim Dunlop

Manager, Forvis Mazars

local.councils@mazars.co.uk

Limited Assurance Support Team

Judith Hunter

Elaine Nicholson

local.councils@mazars.co.uk

Tel: +44 (0) 191 383 6348

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Visit forvismazars.com/global to learn more about the global network.

Newcastle office
Sustainably routed via:
30 Old Bailey
London
EC4M 7AU

Tel: +44 (0)191 383 6300
forvismazars.com/uk



Ms P Horn
Goudhurst Parish Council
3 Fountain House
High Street
Goudhurst
Kent
TN17 1AL

Direct line: +44 (0)191 383 6348

Email: local.councils@mazars.co.uk

Date: 30 September 2025

Dear Ms Horn

Completion of the limited assurance review for the year ended 31 March 2025

We have completed our review for the year ended 31 March 2025 and I have pleasure in enclosing the certified Annual Governance and Accountability Return. The External Auditor's Certificate and Report is given in Section 3.

If there are any significant matters arising from the review, they are summarised in the External Auditor's certificate in Section 3. If we have identified minor scope for improvement we have recorded this on page 2 of this letter. The Council must consider these matters and decide what action is required. In most cases this will be self-evident. In some instances we have referred to further guidance available, in particular, in the publication "*Governance and Accountability for Local Councils – A Practitioners' Guide (England) 2024*". This can be obtained via your NALC or SLCC branch, or downloaded free of charge.

Action you are required to take:

The Accounts and Audit (England) Regulations 2015 set out what you must do at the conclusion of the review. In summary, you are required to:

Publish (which must include publication on the authority's website) a statement on or before 30 September to confirm:

- that the review has been concluded and that the statement of accounts has been published;
- of the rights of inspection conferred on local government electors by section 25 of the Local Audit and Accountability Act 2014; and
- the address at which, and the hours during which, those rights may be exercised.
- Keep copies of the Annual Governance and Accountability Return for purchase by any person on payment of a reasonable sum.
- Ensure that the Annual Governance and Accountability Return remains available for public access for a period of not less than five years beginning with the date on which the Annual Governance and Accountability Return was first published.

The Accounts and Audit (England) Regulations 2015 do not specify the period the Completion Notice needs to be on the council's website, but this period must be reasonable.

Forvis Mazars LLP

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Minor scope for improvement in 2025/2026

In undertaking the review of the 2024/25 Annual Governance and Accountability Return it came to our attention that in 2025 the Council has not met the requirements of the 2015 Accounts and Audit Regulations to start the period of 30 working days for the public to inspect the accounts as soon as possible after they were approved. The Council should ensure that in 2025/26 they comply with the Regulations.

The bank reconciliation initially provided by the Council did not include cash book figures to reconcile to bank statements. In future the Council should use the standard proforma provided in our guidance or in the Practitioner's Guide when preparing the bank reconciliation.

The variance analysis provided by the Council did not cover the Box 9 fixed assets variance, where we require a full explanation of the variance between years. We understand this may be due to a lack of clarity within our template which we will look to correct for next year. We request the Council provides full explanations for all fixed assets variances in 2025/26 to support the AGAR submission.

The Council has been qualified on Assertion 5 of the Annual Governance Statement for the current year, as the meeting minutes did not record any evidence of risk identification or management during the period under review. While future minutes may include references to risk discussions, it is important that such entries go beyond noting approval or general acknowledgement. To support the assertion that risks are properly identified and managed, the minutes should provide substantive detail — including the nature of the risks considered, the potential impact, and the mitigation actions agreed or undertaken. This will enhance transparency and provide a clearer basis for assurance in future years.

Accessibility Regulations

We are aware that the Accounts and Audit Regulations requirement for a physical 'wet ink' signature on the original AGAR, does not allow parish council's to fully comply with the Accessibility Regulations. The National Audit Office are aware that the two pieces of legislation are not compatible, therefore smaller authorities are advised to make it clear on their website that the document is a scan and will not be fully compliant with the Accessibility Regulations.

Audit fee

Our fee note for the audit, which is in accordance with the audit fee scales set by SAAA, and available at [Audit Fees | Smaller Authorities' Audit Appointments \(saaa.co.uk\)](https://saaa.co.uk/Audit-Fees-Smaller-Authorities-Audit-Appointments) will follow.

We would be grateful if you could arrange for this to be paid at the earliest opportunity.

Yours sincerely



Gavin Barker
Engagement Lead
For and on behalf of Forvis Mazars LLP

Consultation on the future vision for Bewl Water



Clerk <clerk@wadhurst-pc.gov.uk>

To Kat Hoyle

Cc Councillor David Shairp; Councillor Serena Gadd; Councillor Claire Moore



Reply

Reply All

Forward



Wed 01/10/2025 13:08

Follow up. Start by 01 October 2025. Due by 01 October 2025.
You replied to this message on 01/10/2025 13:19.

Further to my previous email regarding a Consultation on the future vision for Bewl Water, I am writing on behalf of Wadhurst Parish Council to provide an update and extend a warm invitation to your parish council.

As outlined earlier, we will shortly be launching an independently managed consultation re Bewl Water to ensure the community's voice is properly represented, following concerns about the adequacy of the leaseholder's recent 'Bewl Water Masterplan' consultation exercise.

The consultation schedule will include a leaflet drop and promoting the consultation at village hall events where we would be delighted if you or your representatives could attend. These events are currently pencilled in as follows:

- **Lamberhurst Memorial Hall:** Thursday, 23rd October 2025, 2:00–7:00 PM
- **Commemoration Hall:** Thursday, 30th October 2025, 2:00–7:00 PM
- **Ticehurst Village Hall:** Date to be confirmed (pending response)

We would be most grateful if you could join us at any or all of these events.

Additionally, as a follow-up to our earlier request, we kindly invite your support for the consultation. A statement of support or assistance in promoting the online survey once it is launched would greatly enhance our collaborative effort across the affected parishes.

We look forward to the possibility of your participation and support.

Please let me know if you have any questions or require further details, otherwise I will be in touch when the details are confirmed.

Kind regards

Claudine Feltham

CC: Cllr Shairp, Cllr Gadd and Cllr C Moore for info

Could I just add that if you or your councillors think it would be useful to hold an event within Goudhurst Parish or invite Goudhurst community groups that might have an interest in the future of Bewl Water (for example, Wild Wadhurst, the sailing clubs, dark skies groups are being invited) please let us know so that the consultation plan can be extended as we do feel that the wider the consultation the better! Kind regards, Cllr Moore

Worth Village Pond Policy

Adopted: January 2024
Nex Review: January 2026

Introduction

1. Worth Village Pond (WVP) and possibly parts of its surroundings (footpaths and War Memorial) are “public spaces”. However, because of past and current work done by Worth Parish Council (WPC) it is a fair assumption that the Council has assumed a “possessory title” of the pond. In plain terms that means, without any documentation, that WPC is responsible for the pond. The Council has so notified its insurers. WPC accepts that this possessory title might be open to challenge but as an abundance of caution WPC has drafted and adopted the following policy in relation to the pond.

The Policy

2. As the possessory owner of the Pond and parts of the surrounding areas, the Parish Council is responsible for the following:

- The maintenance of the pond (in conjunction with other agencies)
- The general upkeep of the surrounding area
- The management of wildlife and natural habitats
- The safety of residents, visitors, volunteers, and any contractors commissioned to perform work in and around the area

Maintenance

3. Worth Parish Council will ensure the pond is working effectively. The silt levels will be monitored on a regular basis and the pipes and drains that empty into the pond will be kept clear of obstructions. As will the outlet pipes and drains. WPC will have a maintenance contract to do this.

4. An active pond dredging plan will be budgeted for, with an estimation of large excavation works to be carried out every 10 years. The next major works are planned for 2034.

5. WPC will be responsible for the upkeep and maintenance of all the flora in and surrounding the pond. See more below.

General Upkeep of the Pond Area

6. Worth Parish Council has a duty to uphold the area surrounding the pond as a pleasant, green space for people to enjoy.
7. Worth Parish Council has a risk assessment for all activities and a Public Liability Insurance for any work or activity in or around the pond.
8. The pond and its surrounding areas will be regularly visited and reviewed. Any minor repair actions will be done by the WPC caretaker or others with the requisite skills. All major work will be referred to the Council for scrutiny and decision (including costs).
9. Tree maintenance in the pond area will be actively managed by Worth Parish Council and reviewed in January each year.
10. If other maintenance arises, (such as blockages, fly-tipping objects etc.) the Parish Council will investigate and appropriate action will be taken to remove / fix / tidy as appropriate with aid from other agencies if required.

Management of Wildlife and Habitat

11. Worth Parish Council is committed to preserving the pond and the surrounding area for the local wildlife that reside there. Biodiversity is of significant importance and the preservation of the area is key to ensuring it is a safe environment for all flora and fauna in and around the pond.

Health and Safety

12. Worth Parish Council has, as above, recognised itself as a possessory owner, therefore, the responsibility for the welfare of residents and visitors who visit the pond is held by Worth Parish Council.
13. Common sense when visiting any body of water must be used by residents and visitors. The village pond is not for water-based activities, nor bathing. Young children should not be left unaccompanied at any time. It is the responsibility of the responsible adult in charge to maintain the safety of children and any other vulnerable adults at all times. The Parish Council accepts no liability for any 'foolishness' or 'japes' that lead to accidents and injuries.
14. At the time of writing the Parish Council is drafting a "Worth Village Pond Risk Assessment" for our Public Liability Insurers, Gallagher and Co. They have stated that the use of ponds, and indeed other areas of water, present risks which must be assessed and adequately controlled to ensure the health and safety of all site users. This can be achieved by considering the location, design, and management of the pond.

15. Once agreed, Worth Parish Council will ensure that it has a suitable and sufficient risk assessment for the pond and pond area and that separate risk assessments are conducted for all activities involving the pond area. It is vital that the outcomes and the control measures required to reduce risk to an acceptable level are in place and they must be advised to all those involved in the activities. The new risk assessment, once agreed, will be published alongside this policy document.

16. Adequate instruction and information must be given to all those involved in activities in the pond area, and this should include instruction as to the risks of water, pond/pond area and wildlife, together with the hygiene implications and the needs of working safely outdoors.

Events at the Pond – Parish Council Led

17. Any Parish Council led activity that takes place in or around the pond and pond area will have a fully completed risk assessment and control measures will be in place to mitigate any identifiable risks.

These could include:

- Public consultations
- Volunteer Programmes
- Presentations
- Active management of the pond and pond area
- Social events
- Public Meetings
- Other events added at that Parish Council's discretion

Worth Parish Council holds full public liability insurance that covers residents, visitors, and volunteers.

Events at the Pond – Third Party Led

18. Should any third party wish to lead an activity that is based at the pond or pond area they will need to submit a formal application in writing to the Parish Council along with theses accompanying documents before a decision can be made:

1. Completed Application Form (see below)
2. Completed Risk Assessment relevant to the activity proposed
3. A current copy of Public Liability Insurance in the name of the group proposing the activity
4. Certificates proving the competence and capability of any person(s) erecting structures, electrical connections, or suspensions.

Once these completed documents have been received they will be discussed at the next Parish Council meeting and a decision will be taken.

As the possessory owners with the overall responsibility for health and safety of visitors to the pond and pond area, the decision whether to allow an activity or event to take place at the pond or pond area is at the sole discretion of Worth Parish Council and subject to the receipt of the listed documents.

As a guide the following considerations will need to be addressed in writing to the Parish Council:

The use of electrical equipment in or near ponds is not encouraged but where necessary if equipment is to be used it should be for example be, solar, low voltage transformed power supply or battery powered. Where mains supply is used Residual Current Device provision is essential from the power source. Any electrical equipment must be installed by a competent person. For safety and security, installation must be carried out by a contractor with relevant health and safety training and who carries extensive public and product liability and professional indemnity insurance. A full risk assessment is performed prior to installation in order to take account of site conditions.

Where activities will be undertaken at the pond edge, in areas where the edge is purposely soft for the development of wildlife and vegetation **pedestrian access must be restricted.**

If displays are on a public highway, sufficient access for pedestrians will be required. A minimum clear width of 1.5m must be allowed to ensure pedestrians, including those with mobility difficulties or disabilities, are able to have safe access.

Failure to provide any of the above documentation and considerations will result in the Parish Council being unable to grant access to the land.

Worth Parish Council

31 January 2024

Application Form for a Third Party to hold an Event at the Pond / Pond Area

Please complete this form and attach the relevant information and send to:

clerk@worthparishcouncil.gov.uk

Name of Organisation:	
Contact Details:	
Position in Organisation:	
Telephone:	
Email:	
Is your organisation a registered charity?	Yes / No (if yes please provide charity reference number)
Name of Event:	
Dates the event will run from / to:	
Time the event will run from / to:	
Brief Description:	
Public Liability Insurance Policy Number:	
Date Insurance Commenced:	
Expiry Date:	

Have you attached your completed Risk Assessment for the event?	Yes / No
Have you attached a copy of your Public Liability Insurance Certificate?	Yes / No
Have you attached copies of relevant certificates relating to electrical connection / structure building / health and safety?	Yes / No

Thank you for your application.

The Clerk will add your request to the agenda of the next Parish Council Meeting for consideration. Please do join us for the meeting in case any questions arise.

Legislations

The following legislations apply to the above policies and usage of the pond:

Commons Act 1965 (relating to land ownership only)

Land Drainage Act 1991 (Riparian Responsibilities)

Occupiers Liability Acts 1957 and 1984

Management of Health and Safety at Work Regulations 1999 (as amended)

Goudhurst Parish Council



HIGHWAYS COMMITTEE WITH PUBLIC TRANSPORT

Minutes of a Meeting held 23rd September 2025 in Goudhurst Village Hall
During the 7pm an open public forum took place

PARTICIPANTS

Councillors Present: Cllrs Craig Broom, Alison Webster, Antony Harris, Peter Rolington. Paul Wareham

Officers Present: Clerk. Kat Hoyle

Others Present: Representative from TAG and KCC Cllr Claudine Russell

TO ELECT A VICE CHAIRMAN

393/25 Cllr Peter Rolington was unanimously elected as Vice Chairman.

APOLOGIES FOR ABSENCE

394/25 There were none

ABSENT

395/25 Cllr Suzie Kember

DISCLOSURES OF INTEREST

396/25 There were none.

MINUTES OF THE LAST MEETING

397/25 It was **resolved** to approve the minutes of the committee meeting held on 23rd June 2025 a copy of which was made available to members prior to the meeting via Board Intelligence.

TERMS OF REFERENCE

398/25 It was **agreed** Terms of Reference will be deferred to the next meeting

KENT COUNTY COUNCILLOR

399/25 Cllr Claudine Russell reminded members Highways Cabinet Member for KCC has changed, to Cllr Peter Osbourne. The KCC Budget consultation is due to finish next week and urged those to send feedback

400/25 The Clerk requested a follow up on the restriction on 16/17m lorries on an A road due to the Grade 1 listed church wall response from Kent County Council. Cllr Russell to feed back

HIGHWAYS IMPROVEMENT PLAN

401/25 It was agreed to continue with the existing top three proposals until completion before any more are added. Cllr Antony Harris suggested the following to be added after this:

- 1) Restricting parking at the end of the village, outside the vacated delicatessen on West Road. Exploratory trials, are preferable.

- 2) To review the hedge boundary along the A262 into West Road to allow the widening of the carriage way.
- 3) To create a priority system for those coming up the hill, out the village, over those coming in.

NORTH ROAD, SUMMER HILL AND WINCHET HILL PROPOSALS

402/25 It was **noted** the following update from Kent County Council Engagement Officer on the various proposals, all of which are now in Design and Delivery, with the aim to be costed out in time to apply for the Tunbridge Wells Grant

Winchet Hill, Goudhurst - Installation of the Missing Advanced directional sign facing southeast, junction on the outside of a bend Warning sign to provide early hazard awareness for approaching drivers. Erection of Chevron Sign facing opposing traffic at the bend on the Junction with Curtisden green lane to improve drivers navigation and highlight the curvature of the road. Application of SLOW carriageway marking in both directions. Trimming and clearance of roadside vegetation to improve visibility of all signs and road geometry. These measures will enhance drivers awareness, should reduce collision risk and improve overall safety along the bend.

SummerHill, Goudhurst - Following the assessment of cars travelling fast on the approach bend nearest the turning for Finchurst Farm. I recommend the installation of junction on the outside of a bend warning sign on both approach, Pedestrian in road Sign to provide early hazard awareness for approaching drivers. Erection of Chevron sign facing opposing traffic at the bend turning at Finchurst farm to improve navigation and highlight road curvature. Application of SLOW carriageway marking in both directions, Reflective Edge markers to improve visibility through the bend and the removal of 50mph signage close to the bend. These measures will enhance drivers awareness and improve the safety of pedestrian and drivers on the bend.

North Road, Goudhurst - Following the vehicle speed and approach behaviour at the bend supported by the analysis of crash data in the area. It is recommended that series of targeted safety improvements be implemented. These include: Installation of double bend warning signs accompanied by a SLOW carriageway marking on both approaches to enhance drivers' awareness of upcoming hazards. Placement of the side road ahead warning sign on the northern approach of Gore lane to alert drivers of potential turning conflict. Bend chevron signage to be installed near a bend near gore lane to better define road curvature and assist driver navigation. Children and pedestrian warning sign accompanied with a SLOW carriageway marking should be installed on both approaches near the tennis club to increase awareness of vulnerable road users. Reinstallation of existing signages (e.g. 40mph speed limit and pedestrian warning) to standard mounting height for optimal visibility and compliance. Vegetation trimming around all signages along the roadside to improve overall road safety in this area.

Based on the review of the road and introducing 30mph on the section of B2079 from lidwell lane to Goudhurst Road approaching Horsmonden. As the current signage provision provides sufficient warning for drivers we cannot justify reducing to 30mph on the section of B2079 at this time.

403/25 The representative for TAG A262 updated the group were running a campaign for speed watch to collate information on the lorries, but struggling with volunteers. Linking Sissinghurst, Biddenden and Goudhurst and running for a month. Studies have shown 94% of people stop speeding after speedwatch have been in an area. Cllr Paul Wareham to write to the Biddenden Parish Council Chair to coordinate efforts.

INCEPTOR

404/25 It was **agreed** Clerk to get some costings for the gully gulper and bring to Full Council to move forward given the lack of progress from Kent County Council. It was noted the urgency to get cleared before winter.

LORRY PETITION .

405/25 It was **noted** the lorry petition run by Mike Martin MP had reached over 500 signatures with week left to run. It was agreed to push the petition via PC socials and pick up with Mike Martin MP for the results in due course.

TRAFFIC ISSUES RAISED BY RESIDENTS

406/25 There were none

ITEMS FOR INFORMATION

407/25 It was noted the SID in Kilndown had been unsuccessful due to not finding a suitable location for it

DATE OF THE NEXT MEETING

408/25 The Date of next meeting is 2nd December the Church Rooms official start 7.30

The meeting closed at 21.04

Kat
Kat Hoyle
Clerk
24th

Goudhurst Parish Council

FINANCE COMMITTEE

Draft minutes of a meeting held on 16th September at 6.45pm
at 3 Fountain House.

PARTICIPANTS

Councillors Present: Cllrs Craig Broom, Peter Rolington (chair), Geoff Mason, Antony Harris and David Knight

Officers Present: P. Horn – Deputy Clerk, K.Hoyle – Clerk.

APOLOGIES

369/25 Apologies received from Phil Kirkby and Caroline Richards

DISCLOSURE OF INTEREST

370/25 There were none.

MINUTES OF THE LAST MEETING

371/25 It was **resolved** that the minutes of the Finance Committee meeting held on 17th June 2025, and previously distributed to members, be accepted as a correct record.

CHARGES FOR LICENCE FOR USE OF CHEQUER FIELD

372/25 It was decided to defer discussion on Licence charges until the next meeting due to the absence of the Chair.

GRANT APPLICATIONS

373/25 It was agreed to award a £3,500 grant to the Quarry Centre and a £500 donation to the PWCAC.

PROJECT BUDGET FOR 2026-27 AND EXPENDITURE IN 2025-26

374/25 Estimated expenditure for 2025-26 was discussed.

The initial budget proposal was discussed and amended. It was resolved to take the agree draft budget for 2026-27 to Full Council for further discussion. The RFO to circulate the amended spreadsheet to members of the Finance Committee.

CLERK'S SALARY REVIEW

375/25 The salary review was discussed and it was resolved to take the proposal to

NEXT MEETING

376/25 It was **agreed** for the next meeting to on Tuesday 18th November 6.45pm at the Council offices.

Minutes taken by:

Panetta Horn

Deputy Clerk

Goudhurst Parish Council



BURIAL AUTHORITY

Minutes of a Meeting held on 09th September at 6.30pm in the Parish Council Office

Members of the Committee met at 5.15pm at the Burial Ground for an inspection

PARTICIPANTS

Councillors Present: Cllrs Phil Kirkby, Geoff Mason, Caroline Richards (Chairman), and Peter Rolington.

Officers Present: Panetta Horn, Deputy Clerk

APOLOGIES

322/25 Were received from Cllr Ed Read -Cutting

DISCLOSURES OF INTEREST

323/25 There were none.

MINUTES OF THE LAST MEETING

324/25 It was **resolved** to approve the minutes of the Burial Authority Meeting held on 17th June 2025 as a correct record.

QUESTIONS AND STATEMENTS FROM THE PUBLIC AND PRESS

325/25 There were none.

MAINTENANCE

326/25 It was advised that a third quote was still awaited for replacing the Church gates and that no quote for bracing the Victorian Cemetery gate has been received. The Deputy Clerk is to progress these prior to the next meeting.

327/25 The Deputy Clerk will meet with Pearsons to review the contract and work in St Mary's and the Burial grounds and to obtain a quote for next year.

328/25 It was agreed that the Ashes plots will be hand weeded as a matter of urgency and options for maintenance or resurfacing to prevent weed growth be investigated.

329/25 It was noted that the area beyond the burial ground has become overgrown and is being used to dump spoil by the grave diggers. The Deputy Clerk will investigate protocol surrounding this issue and obtain quotes to incorporate the area into the Burial Ground by removal of the dividing hedge, installation of a gate to the Lower Glebe and work on the perimeter hedge to reduce its height and under plant to encourage it to thicken.

CORRESPONDENCE RECEIVED

330/25 The Mole ashes request was discussed and the Deputy Clerk is to advise the enquirer of the council's proposal.

BUDGET PRIORITIES

331/25 It was resolved to submit budget costings for the renovations at the Victorian Cemetery and if available in time, costings for work at the Burial Grounds.

DATE OF THE NEXT MEETING

332/25 Next meeting Tuesday 18th November 1.00pm in the Council Office.

Panetta Horn

09th September 2025

Deputy Clerk

3

DRAFT

Application	Address	Proposal	GPC	TWBC	Decision	Due Date
25/01338/FULL	Whites Farmhouse Bedgebury Road Goudhurst Cranbrook Kent TN17 2QT	Change of use from annexe to separate dwelling		Approved	04/09/2025	
25/01621/FULL	Pethrick, Cranbrook Road, Goudhurst, Cranbrook, Kent, TN17 1DP	Demolition of existing rear extension and partial demolition of garage. Erection of single storey side and rear extension. Alterations to external appearance of whole house. First floor extension above existing garage to provide annexe.		Refused	03/09/2025	
25/01544/FULL	Winchet Coach House Winchet Hill Goudhurst Cranbrook Kent TN17 1JX	Erection of two storey rear extension.		Approved	02/09/2025	
25/01507/FULL	Caravans 1 & 2 The Yard Risebridge Farm Peasley Lane Goudhurst Cranbrook Kent	Replacement of 2no. caravans with a dwellinghouse (self-build)		Approved	02/09/2025	
25/01667/FULL	The Long House , Lidwells Lane, Goudhurst, TN17 1EP	Variation of Conditions 2 & 3 of Planning Permission 24/01537/FULL - Omission of carport with utilisation of existing structure for plan & elevation altered from timber cladding		Approved	08/09/2025	

Service Changes Affecting Buses in Kent

From 01/09/2025 Until 31/12/2025

Service	Operator	Route Description	Type of Change	Reason for Change	Start Date
007	National Express Ltd	Dover - London	Operator Change	Route and Timetable Change	02 September 2025
10, 10A	Stagecoach in East Kent	Folkestone - Ashford	KCC Change	Timetable Change	21 September 2025
102, 103	Stagecoach in East Kent	Folkestone - Lydd	Operator Change	Timetable Change	21 September 2025
104, 105	Stagecoach in East Kent	Dover - Hythe	Operator Change	Timetable Change	21 September 2025
1066	Stagecoach in Hastings	Tunbridge Wells - Hawkhurst	KCC Change	Timetable Change	01 September 2025
1066	Stagecoach in Hastings	Hastings - Hawkhurst	KCC Change	Route and Timetable Change	01 September 2025
123, 554, 555	Nu Venture Coaches	Leybourne - Maidstone	Operator Change	Timetable Change	29 September 2025
130	Nu Venture Coaches	Twydall - Maidstone	KCC Change	Timetable Change	29 September 2025
130A	Nu Venture Coaches	Penenden Heath - Maidstone	Operator Change	Service Withdrawn	28 September 2025
130A	Nu Venture Coaches	Penenden Heath - Maidstone	Operator Change	New Service	29 September 2025
149, 151, 550, 552, (100)	Nu Venture Coaches	Mereworth - Chatham	KCC Change	Route and Timetable Change	01 September 2025
16	Stagecoach in East Kent	Folkestone - Canterbury	Operator Change	Timetable Change	21 September 2025
17	Stagecoach in East Kent	Folkestone - Canterbury	Operator Change	Timetable Change	21 September 2025
18A	Stagecoach in East Kent	Canterbury - Ashford	KCC Change	Route and Timetable Change	01 September 2025
19	Stagecoach in East Kent	Swingfield Minnis - Brockhill Park School	Operator Change	Timetable Change	21 September 2025

Service	Operator	Route Description	Type of Change	Reason for Change	Start Date
2, 2B, 60, 72	Brighton & Hove Bus and Coach Company Limited	Rottingdean - Steyning	Operator Change	Timetable Change	03 September 2025
211, 212	Nu Venture Coaches	Tonbridge - Brook Street - Deakin Leas - Tonbridge	KCC Change	Timetable Change	20 October 2025
251	Stagecoach in East Kent	Heathfield - Tunbridge Wells Boys' Grammar School	KCC Change	Timetable Change	21 September 2025
258	Hams Travel	Kildown - Uplands College	KCC Change	Route and Timetable Change	01 September 2025
284	Metrobus	Tunbridge Wells - Pembury Hospital	Operator Change	Timetable Change	27 September 2025
289	Go-Coachhire Ltd	Ramslye - Southborough	Operator Change	Timetable Change	01 September 2025
29, 529	Nu Venture Coaches	Peters Village - Maidstone	KCC Change	Route and Timetable Change	08 September 2025
29, 529	Nu Venture Coaches	Peters Village - Maidstone	Operator Change	Route and Timetable Change	29 September 2025
29, 529	Nu Venture Coaches	Peters Village - Maidstone	KCC Change	Route and Timetable Change	29 September 2025
3, S3	Go-Coachhire Ltd	Locksbottom - Sevenoaks	KCC Change	Timetable Change	01 September 2025
329, 329A	Stagecoach in Hastings	Hastings - Tenterden	KCC Change	Route and Timetable Change	01 September 2025
334, 335	Chalkwell	Sheerness - Sittingbourne	Operator Change	Route and Timetable Change	01 September 2025
347, 349, 647	Chalkwell	Kemsley/Murston - Sittingbourne	Operator Change	Timetable Change	01 September 2025
351, 352, (350, 353)	Chalkwell	Sheerness - Sittingbourne Schools	Operator Change	Route and Timetable Change	01 September 2025
360	Travelmasters	Sheerness - Leysdown	Operator Change	New Service	01 September 2025
360, 361, (362)	Chalkwell	Leysdown - Sheerness	Operator Change	Route and Timetable Change	01 September 2025
362	Travelmasters	Sheerness - West Minster	Operator Change	New Service	01 September 2025

Service	Operator	Route Description	Type of Change	Reason for Change	Start Date
370G	Travelmasters	Sheerness - Sittingbourne Schools	Operator Change	New Service	01 September 2025
370I	Travelmasters	Iwade - Westlands School	Operator Change	New Service	01 September 2025
4	Hams Travel	Aylesford - Bennet Memorial School	KCC Change	New Service	01 September 2025
407	1st Bus Stop Minibus	West Kingsdown - Wrotham School	KCC Change	New Service	01 September 2025
414, 414A	Arriva Kent Thameside	South Darenth - Dartford	KCC Change	Timetable Change	26 October 2025
418R	1st Bus Stop Minibus	New Ash Green - Wrotham School	KCC Change	New Service	01 September 2025
418W	Redroute Buses Ltd	New Ash Green - Wrotham School	KCC Change	Route and Timetable Change	01 September 2025
418W, (418R)	Redroute Buses Ltd	New Ash Green - Wrotham School	KCC Change	Route and Timetable Change	01 September 2025
477	Arriva Kent Thameside	Orpington - Dartford	KCC Change	Service Withdrawn	26 October 2025
477	Go-Coachhire Ltd	Dartford - Swanley	Operator Change	New Service	01 September 2025
477	Go-Coachhire Ltd	Dartford - Swanley	Operator Change	Route and Timetable Change	26 October 2025
477	London General	Orpington - Dartford	Operator Change	New Service	26 October 2025
477S, (D12)	Go-Coachhire Ltd	Crockenhill - Dartford	Operator Change	Route and Timetable Change	26 October 2025
479	Brookline Coaches	Bluewater - New Ash Green	KCC Change	New Service	01 September 2025
482, 483	Arriva Kent Thameside	Bluewater - Kings Farm	Operator Change	Timetable Change	26 October 2025
489	1st Bus Stop Minibus	New Ash Green - Gravesend	KCC Change	New Service	01 September 2025
51	Stagecoach in East Kent	Heathfield - Tunbridge Wells	KCC Change	Timetable Change	21 September 2025
529A	Nu Venture Coaches	Barming - Invicta Girls' Grammar School	Operator Change	Service Withdrawn	29 September 2025
529A	Nu Venture Coaches	Barming - Invicta Girls' Grammar School	Operator Change	New Service	29 September 2025
587, 588, 588R	Nu Venture Coaches	Maidstone - Kings Hill	Operator Change	Route and Timetable Change	01 September 2025

Service	Operator	Route Description	Type of Change	Reason for Change	Start Date
594	Metrobus	Westerham - Chalkpit Wood	KCC Change	Route and Timetable Change	27 September 2025
595	Metrobus	Chalkpit Wood - Westerham	KCC Change	Timetable Change	27 September 2025
6, (578)	Nu Venture Coaches	Oakwood Park - Maidstone	Operator Change	Route and Timetable Change	29 September 2025
6, 578	Nu Venture Coaches	Barming - Maidstone	Operator Change	Timetable Change	01 September 2025
6, 6H	Arriva Kent and Surrey Ltd	Maidstone - Tunbridge Wells	Operator Change	Timetable Change	02 November 2025
6, S6	Go-Coachhire Ltd	Sevenoaks - Noahs Ark	KCC Change	Timetable Change	01 September 2025
601, 602, 603	Nu Venture Coaches	Cliffe - Hoo Academy	Operator Change	Route and Timetable Change	01 September 2025
695	1st Bus Stop Minibus	Istead Rise - Rochester Grammar Schools	KCC Change	New Service	01 September 2025
6X	Arriva Kent and Surrey Ltd	Maidstone Hospital - Tunbridge Wells Hospital	Operator Change	Service Withdrawn	02 November 2025
71, 71A	Stagecoach in East Kent	Folkestone - Cheriton	Operator Change	Timetable Change	21 September 2025
73	Stagecoach in East Kent	Hawkinge - Folkestone	KCC Change	Timetable Change	21 September 2025
74	Stagecoach in East Kent	Broadmead - East Cliff	KCC Change	Timetable Change	21 September 2025
77, 771, 772	Nu Venture Coaches	Tonbridge - Maidstone Hospital	KCC Change	Route and Timetable Change	20 October 2025
789	Centaur Coaches	Paddock Wood - London	Operator Change	Route and Timetable Change	29 September 2025
91, 91A	Stagecoach in East Kent	Folkestone - Dover	Operator Change	Timetable Change	21 September 2025
94, 94A, 94B	Brighton & Hove Bus and Coach Company Limited	Brighton - Dorothy Stringer School	Operator Change	Route and Timetable Change	03 September 2025
964	Stagecoach in East Kent	Ashford - Lenham School	KCC Change	Timetable Change	01 September 2025
965	Stagecoach in East Kent	Park Farm - Lenham School	KCC Change	Timetable Change	01 September 2025

Service	Operator	Route Description	Type of Change	Reason for Change	Start Date
968	Stagecoach in East Kent	Highworth School - Bethersden	KCC Change	Route and Timetable Change	01 September 2025
970	Stagecoach in East Kent	Kennington - Homewood School	KCC Change	Route and Timetable Change	01 September 2025
D12	Go-Coachhire Ltd	Swanley - Dartford Grammar Schools	Operator Change	Timetable Change	01 September 2025
D29	Go-Coachhire Ltd	Dartford - Swanley	Operator Change	Timetable Change	01 September 2025
D30	Go-Coachhire Ltd	Dartford - West Kingsdown	KCC Change	Timetable Change	01 September 2025
FH1	Faversham Town Council	Oare - Faversham	Operator Change	Route and Timetable Change	03 September 2025
FH2	Faversham Town Council	Oare - Faversham - Teynham	Operator Change	Route and Timetable Change	02 September 2025
L2	Brookline Coaches	Headcorn - Lenham School	KCC Change	New Service	01 September 2025
L3	Brookline Coaches	Madginford - Lenham School	KCC Change	New Service	01 September 2025
P4	Stagecoach in East Kent	New Dover Road P&R - Kent County Cricket Club	Operator Change	New Service	05 November 2025
R5, R10	London General	Orpington - Green Street Green	KCC Change	Timetable Change	06 December 2025
S10	Go-Coachhire Ltd	Sutton At Hone - Trinity School	KCC Change	Timetable Change	01 September 2025
S12	Go-Coachhire Ltd	Trinity School - Crockenhill	KCC Change	Timetable Change	01 September 2025
S2	Go-Coachhire Ltd	Sevenoaks - Shoreham	KCC Change	Timetable Change	01 September 2025
S32	Go-Coachhire Ltd	Trinity School - Orpington	KCC Change	Timetable Change	01 September 2025
S34	Go-Coachhire Ltd	Trinity School - Pratts Bottom	KCC Change	Timetable Change	01 September 2025
S4	Go-Coachhire Ltd	Sevenoaks - Shipbourne	KCC Change	Timetable Change	01 September 2025

Service	Operator	Route Description	Type of Change	Reason for Change	Start Date
S41	Go-Coachhire Ltd	Trinity School - Edenbridge	KCC Change	Timetable Change	01 September 2025
S5	Go-Coachhire Ltd	Trinity School - Sevenoaks Weald	KCC Change	Timetable Change	01 September 2025
S7	Go-Coachhire Ltd	Westerham - Trinity School	KCC Change	Route and Timetable Change	01 September 2025
S8	Go-Coachhire Ltd	Westerham - Trinity School	KCC Change	Route and Timetable Change	01 September 2025
T3	Go-Coachhire Ltd	Knockholt - Weald of Kent School	KCC Change	Timetable Change	01 September 2025
TW1	Go-Coachhire Ltd	Noahs Ark - Bennet Memorial	KCC Change	Timetable Change	01 September 2025
TW3	Go-Coachhire Ltd	Swanley - Bennet Memorial School	KCC Change	Timetable Change	01 September 2025
TW4	Go-Coachhire Ltd	Westerham - Tunbridge Wells	KCC Change	Timetable Change	01 September 2025
TW6	Go-Coachhire Ltd	Knockholt - Tunbridge Wells Schools	KCC Change	Timetable Change	01 September 2025
V1	1st Bus Stop Minibus	Vigo - St John's School	KCC Change	Timetable Change	05 September 2025
W3	Nu Venture Coaches	Ditton - Wrotham School	KCC Change	Route and Timetable Change	01 September 2025
W4	Nu Venture Coaches	Airfield Estate - Wrotham School	KCC Change	Route and Timetable Change	01 September 2025
W5	Nu Venture Coaches	Kings Hill - Wrotham School	KCC Change	Route and Timetable Change	15 September 2025
X1	Bayliss Executive Travel	Deal - Sandwich Technology School	Operator Change	Route and Timetable Change	03 September 2025

Bus services in the UK operate in a de-regulated (privatised) environment outside of the control of KCC who do not license or contract operators or their services.

Bus operators are able to change or cancel or any service by giving 70 days notice to the Department for Transport. Operators will make decisions on what services to run, their routes and their frequencies based on commercial and operational considerations notably that the use of the service will cover the costs of operation.

The bus industry in the UK is facing a very challenging period of increasing fuel and driver costs, reduced levels of use and a shortage of drivers and this is leading to high volumes of service reductions and cancellations.

Although operators can make these changes without the permission of KCC who cannot therefore resist them and cannot commit to securing replacement services, the Council are keen to ensure that bus users and other stakeholders are aware of pending changes.

This summary identifies any change to a bus service that has been registered by an operator to take place in September, October, November & December 2025. It includes all changes from minor timetable changes to whole service cancellations.

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Other sources of more detailed information including operator's websites are included at the end.

Summary of Bus Service Changes : September, October, November & December 2025