

# WROTHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING, HELD ON FRIDAY 18<sup>th</sup> September 2026 at 11am At Pilgrims Close, Wrotham TN15 7RH

**Present:** Cllrs P Gillin (Chairman), D Beach, H Rayner, K Denton

**In Attendance:** H Davison (Clerk/RFO)

### 1. **Apologies for absence:**

Cllrs M Coffin, R Betts, T Jacob, S Vick, V Andrew

### 2. **Attendance Register**

The attendance register was signed, and declarations of interest noted.

All Meetings

Cllr's Gillin, Rayner, Betts, Beach & Denton members of Keep Borough's Green  
Cllr Beach member of the St George's Bell Ringers  
Cllr Gillin member of Wrotham Xmas Lights  
Cllr's Rayner & Gillin members of Friends of St George's  
Cllr Rayner member of St George's Church of England Wrotham  
Cllr Rayner retired member of the Baltic Exchange Ltd  
Cllr Rayner life member of the National Trust  
Cllr's Rayner & Beach members of Kent Association of Change Ringers  
Cllr Rayner assistant Village Magazine Deliverer  
Cllr Rayner life member of the Royal National Lifeboat Institute  
Cllr Vick & Andrew member of Wrotham Fireworks  
Cllr Andrew member of Wrotham Music Festival  
Cllr's Rayner, Gillin, Beach & Denton members of the Campaign for the Protection of Rural England – WPC corporate member  
Cllr Gillin committee member of Tonbridge & Malling branch of the Campaign for the Protection of Rural England.  
Cllr Coffin firework provider for Wrotham  
Cllr Rayner Conservative Party Member  
Cllr Rayner Member of Tonbridge & Malling Conservative Party Executive & Management Committees  
Provider of Electrical Services to Wrotham Parish Council – all meetings Cllr S Vick

### 3. **Minutes**

The minutes of the council meeting held on 5<sup>th</sup> August were proposed by Cllr Rayner, seconded by Cllr Denton, agreed and signed as a correct record by the Chairman.

### 4. **Minutes**

The minutes of the council meeting held on 2<sup>nd</sup> September were proposed by Cllr Rayner, seconded by Cllr Beach, agreed and signed as amended as a correct record by the Chairman.

### 5. **Annual Hire Rates Review**

#### i. Burial Ground

It was proposed by Cllr Gillin, seconded by Cllr Rayner and agreed unanimously to increase rates by 3.00% for 2027, rates below will apply from April 2027.

#### To Purchase Right of Burial in New Grave

|                                                                          |         |
|--------------------------------------------------------------------------|---------|
| For an earth grave for a period of 99 years, incl of                     |         |
| Entry in Register of Grant                                               | £935.55 |
| For an earth grave for a child for a period of 99 years                  | £ NIL   |
| For an earth grave for a stillborn baby or up to 1 year old for a period |         |

|                                                                                         |         |                |
|-----------------------------------------------------------------------------------------|---------|----------------|
| of 99 years                                                                             | £       | NIL            |
| <u>To Purchase Right of Burial in Graves Previously Used for Limited Period Burials</u> |         | As above       |
| <u>Ashes Plots</u>                                                                      |         |                |
| Single cremated remains plot, incl of certificate of ownership                          | £256.80 |                |
| Double cremated remains plot, incl of certificate of ownership                          | £375.25 |                |
| <u>Where There is More Than one Interment in a Grave</u>                                |         |                |
| First interment after 10 years purchase                                                 | £154.30 |                |
| For second interment                                                                    | £311.05 |                |
| Ashes in re-opened grave                                                                | £ 79.00 |                |
| <u>For the Right to Erect Memorials etc</u>                                             |         |                |
|                                                                                         |         | Vat            |
| Headstone only                                                                          | £320.85 | £64.17 £385.02 |
| Additional inscriptions                                                                 | £ 79.90 | £15.98 £ 95.88 |
| Memorial for ashes                                                                      | £ 79.90 | £15.98 £ 95.88 |

## ii. Pavilion

It was proposed by Cllr Gillin, seconded by Cllr Rayner and agreed unanimously to increase rates by 3.00% for 2027, rates below will apply from April 2027. This increase applies to all Pavilion hire excluding the Long Term Day Rate which was reviewed earlier in 2026 prior to a new tenant contract commencement.

### Main Hall

|                                |                          |         |
|--------------------------------|--------------------------|---------|
| Cricket Club                   | per annum                | £984.20 |
| Long Term Hire                 | per day                  | £ 79.90 |
| Non Parish Users               | per hour                 | £ 19.80 |
| Non Parish Users               | per hour Fri/Sat Evening | £ 22.15 |
| Parish Users                   | per hour                 | £ 16.30 |
| Parish Users                   | per hour Fri/Sat Evening | £ 17.90 |
| Weekend Rate (Morris Men Only) | per weekend              | £285.50 |

### Ancillary Hall

|                                |                                           |         |
|--------------------------------|-------------------------------------------|---------|
| Youth Groups                   | per hour                                  | £ 15.15 |
| Youth Groups                   | per hour bulk bookings                    | £ 13.80 |
| Non Parish Users               | per hour                                  | £ 17.00 |
| Non Parish Users               | per hour Fri/Sat Evening                  | £ 18.85 |
| Parish Users                   | per hour                                  | £ 15.15 |
| Parish Users                   | per hour Fri/Sat Evening                  | £ 16.60 |
| Weekend Rate (Morris Men Only) | per weekend in conjunction with Main Hall | £ 59.55 |

### Combined Halls

|                  |                          |         |
|------------------|--------------------------|---------|
| Non Parish Users | per hour                 | £ 27.60 |
| Non Parish Users | per hour Fri/Sat Evening | £ 30.70 |
| Parish Users     | per hour                 | £ 23.50 |
| Parish Users     | per hour Fri/Sat Evening | £ 25.95 |

|                        |         |
|------------------------|---------|
| <b>Shower Room Use</b> | £ 16.80 |
|------------------------|---------|

## iii. Allotments

It was proposed by Cllr Gillin, seconded by Cllr Rayner and agreed unanimously to increase rates by 3.00% for 2027, rates below will apply from April 2027.

|              |         |
|--------------|---------|
| Full Plot    | £129.80 |
| Half Plot    | £64.90  |
| Third Plot   | £43.25  |
| Quarter Plot | £32.45  |

Hose Use Included

**iv. St George's Hall**

It was proposed by Cllr Gillin, seconded by Cllr Rayner and agreed unanimously not to increase hire rates for 2027, rates below applicable.

Parish Users

|                          | Hourly Rate |
|--------------------------|-------------|
| Per Hour                 | £ 17.30     |
| Per Hour Fri/Sat Evening | £ 18.80     |

Non Parish Users

|                           | Hourly Rate |
|---------------------------|-------------|
| Per Hour                  | £ 23.10     |
| Per Hour Fri/Sat Evening  | £ 24.40     |
| Bouncy Castle Electricity | £ 21.65     |

Non-Charitable – Commercial Events

|                                                |         |
|------------------------------------------------|---------|
| Per Hour                                       | £ 34.70 |
| Per Hour Fri/Sat Evening                       | £ 37.50 |
| Minimum Hire Fee (Incl next day until 12.00pm) | £284.60 |

Weddings

|                                                       |         |
|-------------------------------------------------------|---------|
| Weekend Rate<br>(Friday 2.00pm – Sunday 12.00pm incl) | £417.40 |
|-------------------------------------------------------|---------|

**6. Bank Reconciliations for sign off**

Bank Reconciliations presented for signature. Statements due out on the 5<sup>th</sup> September 2026

**BANK ACCOUNT BALANCES as at 5<sup>th</sup> September 2026**

|                              |                    |
|------------------------------|--------------------|
| Current (1200)               | £50.00             |
| Business Reserve (1201)      | £4,014.54          |
| Business Savings (1203)      | £30,123.97         |
| CCLA FOW Fund (1205)         | £8,319.10          |
| CCLA Parish Fund 1 (1207)    | £47,937.10         |
| CCLA Community Fund 2 (1208) | £61,266.04         |
| Metro Account (1209)         | £1,479.82          |
| <b>TOTAL</b>                 | <b>£153,190.57</b> |

**7. Reaffirm Removal of L Cox from Metro Bank Mandate**

It was resolved that the removal of Lesley Diana Cox from the Metro account changes be implemented as per March 2026 minutes.

The RFO will ensure that any further bank instructions are implemented.

The meeting closed at 11.14am

..... Chairman  
..... Date