



CHARTHAM PARISH COUNCIL

The Parish Office,
Chartham Village Hall,
Station Road,
Chartham,
CT4 7HZ

Meeting: **Community Interests Committee**

Date: **Tuesday 12th May 2026**

Time: **19:00**

Place: **Chartham Village Hall, Station Road, Chartham, Kent CT4 7JA**

Agenda issued by the Clerk on 6th May 2026

L. Wilkes

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members of the Committee should declare any disclosable pecuniary interest or any other significant interests in any items/s on this agenda. Disclosable Pecuniary Interests (DPIs) under the Localism Act 2011: the nature as well as the existence of any such interest must be declared.

3. ELECTION OF COMMITTEE CHAIR 2026-2027

To elect the Chair of the Community Interests Committee for the 2026/2027 council year.

4. ELECTION OF COMMITTEE VICE-CHAIR 2026-2027

To elect the Vice-Chair of the Community Interests Committee for the 2026/2027 council year.

5. MINUTES (7:10pm)

To consider and approve as a correct record the draft minutes of the Community Interests Committee meeting held on 18th March 2026.

6. MEMORIAL APPLICATIONS (7:15pm)

To consider any relevant memorial applications or other notable cemetery requests received since the publication of the agenda (if any).

7. WORKING GROUP REPORTS (7:15pm)

To note any significant updates from the following working groups:

- Cemetery Regulations working group
- Bakers Wood: to consider expenditure for two sets of steps (*to follow*)

8. ACTION LOG (7:20pm)

To review outstanding Community Interests Committee items from the action log.

9. CEMETERY CCTV (7:25pm)

To note that quotes have been obtained regarding the possible installation of CCTV at Chartham Cemetery, and to vote upon the options provided.

10. CEMETERY REGULATIONS: ENFORCEMENT (7:35pm)

To consider short report provided in Appendix A regarding enforcement of the cemetery regulations.

11. PHONE BOX LIBRARY / VILLAGE GREEN EVENT (7:45pm)

To consider short report provided in Appendix B regarding the Phone Box Library on the Village Green.

12. YOUTH PROVISION IN THE VILLAGE (7:50pm)

To note that the Clerk is exploring youth-provision ideas with Thanington and hopes to arrange a meeting shortly, in light of recent increases in antisocial behaviour and vandalism. Members are encouraged to consider possible options, including teen shelters or sports provision, for future discussion.

13. ADVERTISEMENTS ON CAR PARK RAILINGS (8pm)

To consider the short report regarding two requests from community groups to advertise on the car park railings.

14. MEMORIAL FIELD: ADDITIONAL PICNIC BENCH REQUEST (8:10pm)

To note correspondence in Appendix C passed to the Council by City Cllr Brady, regarding the proposal to install an additional picnic bench on the Memorial Field by the shop. The Committee to agree whether it wishes to seek quotations for an additional picnic bench.

15. MEMORIAL FIELD: PARKING REQUEST (8:15pm)

A request has been submitted for permission to park around 30 vehicles on the Memorial Field on Saturday 16th May in connection with a birthday party at the Village Hall. The organisers have been advised that no vehicles may enter or park within the white-lined area of the football pitch.

RECOMMENDATION: To approve the request, subject to suitable ground conditions on the day and the organisers' agreement to the stated conditions.

16. PLAYGROUND INSPECTIONS (8:20pm)

To note the ongoing weekly and quarterly playground inspections. The forthcoming quarterly inspection report from TMPI Ltd will be circulated ahead of the meeting if received in time. Members are asked to note any defects and consider any urgent expenditure required for playground repairs.

17. DATE OF NEXT MEETING (8:25pm)

To note the next meeting of the Community Interests Committee is scheduled for Tuesday 14th July at 7pm.

Enforcement of Cemetery Regulations

It has been acknowledged in recent discussions that the cemetery rules regarding items such as solar lights and glass vases are not always being enforced consistently.

The Proper Officers suggest that the first step in more consistent enforcement would be to produce signs which can be left on the graves that don't follow the regulations:



Recommendations:

The Committee are asked to:

- Approve this course of action and permit council officers to remove the unauthorised items from the grave plots.
- Approve expenditure of up to £200 + VAT to manufacture approximately fifty A5 signs for this purpose.

Phone Box Library

The Council are in discussion with a PR company regarding a media event that may be happening in October 2026 on the Village Green. Details for this event are being finalised, and more information will be available soon. Part of this event will be celebrating the iconic red phone boxes.

In the interim, the Parish Council have received a request from the volunteers who look after the Phone Box Library. This is regarding a repair which is needed to one of the Perspex windows, and also a request to repaint the phone box in the classic red shade. One quote has been received for a total of £800 including labour and materials.

Recommendation: The committee to approve expenditure of approximately £800 to complete restoration works on the phone box library.

Memorial Field: Request for Additional Picnic Bench

As you know, Chartham is a lovely village with so many amenities on our doorstep. The one thing it's missing is a cafe or meeting place of that type. It's a gap I think for the local community as well as visitors.

An actual cafe is a complicated undertaking so to stick a pin in that one for now, what would make a big difference would be a wooden picnic table or two on the Memorial Field outside the Shop on the Green. They sell coffees there, with one of those machines, and it just creates a pit stop where people can meet.

There's a picnic bench the other side of the field near the river, but it's not the same as having something where you can buy a coffee.