

Goudhurst Parish Council



MINUTES OF A VIRTUAL MEETING OF GOUDHURST PARISH COUNCIL

By Zoom Conference call on Monday 11 May 2020 at 7.30 pm

Participants: Councillors Antony Harris (Chairman), David Boniface, Craig Broom, Chris Ditton, Alan Foster, Philip Kirkby, David Knight, Barry Noakes, Mrs Caroline Richards, Mrs Jayne Russell, Guy Sutton and Peter Wood. Also County Cllr Seán Holden until 7.45 pm. Anthony Farnfield, Clerk and Mrs Claire Reed, Assistant Clerk.

STATUS OF THE MEETING

029/20 On 04 April 2020 HM Government brought The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 into force to allow local authorities to conduct meetings remotely. This meeting was held under those Regulations.

ELECTION OF THE CHAIRMAN

030/20 Cllr Antony Harris was the only name proposed. Cllr Harris agreed to stand and he was elected *nem con.*

APOLOGIES FOR NON PARTICIPATION IN THIS MEETING

031/20 There were none.

DISCLOSURES OF INTEREST

032/20 None were declared.

MINUTES OF THE LAST MEETING

033/20 It was **resolved** that the Minutes of the Parish Council meeting held on 14 April 2020, copies of which had been previously distributed to Members via Board Intelligence, be signed by the Chairman as a correct record; the actual signing will take place at a later date.

QUESTIONS AND STATEMENTS FROM THE PUBLIC AND THE PRESS

034/20 Council had been expecting a question from a Kilndown resident but the matter, which related to the poor Broadband service in parts of the Parish, has been dealt with by Cllr David Knight outside this meeting.

REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

035/20 Cllr Barry Noakes reported that at the Town Hall the only meetings being held are the Cabinet and the Planning Committee. This is due to COVID-19 restrictions.

COUNCILS COMMITTEES AND OTHER APPOINTMENTS

036/20 *Vice Chairmen of the Council.* It was **resolved** that Cllrs Phil Kirkby and Mrs Caroline Richards will serve for the 2020/2021 year.

It was **agreed** that Cllr David Knight will move from the Highways Committee to the Central Goudhurst Traffic and Parking Committee.

There were no changes to the Other Appointments list.

AMENITIES COMMITTEE

The Chairman of the Amenities Committee, Cllr Chris Ditton, reported:

- 037/20 *Trees on the Top Glebe (Village Green) along Church Road.* There are 5 trees growing out of the hedge. In a meeting on 04 May 2020 with the Chairman and the Clerk, Mr Michael Lott (The Living Forest) has identified them as Hollies. All 5 are very overgrown and look very unkempt and in need of attention. The living Forest has specified "For each, raise the crown over the public highway to 5.2 metres and over the footpath to 3 metres, clearing stems to create definition between the hedge and the trees therefore reinstating the hedge line where it has been unable to be cut with a tractor mounted flail." "Remove deadwood from the Hollies and shaping the crowns to improve the shape, leaving growth at appropriate points beyond the ivy growth." Traffic management will be required and is included in the price. Additionally, there is a hedgerow Ash sapling by the telegraph pole (adjacent to the vehicle gate). Remove, topping at the height of the existing hedge. It was **resolved to approve** expenditure of £1,029.50 + VAT for this project.
Action: The Clerk will inform The Living Forest.
- 038/20 *Top Glebe (Village Green) surface improvements.* It was **noted** that our contractor has now seeded the ground. We should see green shoots imminently.
- 039/20 *The Pond at the Plain.* It was **noted** that the fountain has been switched off as a temporary measure as the pond weed has become more prolific than expected and is clogging the intake to the fountain. On 05 May, Chairman, Amenities Cttee and the Clerk together with Mr Ed Bates met a local contractor who specialises in Pond maintenance. One suggestion is that a strong wire cage be constructed and placed in the water near the fountain to keep the pond weed at bay. The contractor will report back with recommendations.
- 040/20 *The Plain (Village Green).* It has been **noted** that a local resident living near the Pond has blocked off part of the Village Green thus preventing public access to that area. It was **resolved** that the Clerk will contact the local resident initially to raise the issue and then report back to Council. **Action: The Clerk.**
- 041/20 *The Plain new railings on the south side of the Pond.* Following Minute 011/20. It was **noted** that the new length of railings has been installed in place of the rather tired hedge in front of the Parish Hall. Members agreed that this has improved the area.

BURIAL BOARD

The Chairman of the Burial Board, Cllr Mrs Caroline Richards, reported:

- 042/20 *Yew Trees in the cemetery on the south side of Back Lane.* It was **noted** that the Clerk met with Mick Lott of The Living Forest on site on 04 May. The purpose was to reconfirm the specifications and quotations. Mr Lott reported that he had met with Jeff Mashburn, TWBC Tree Officer, in the previous week. TWBC has given verbal permission for 4 Yews (trees in the conservation area) to receive restoration pruning in the same way that The Living Forest did to a sample Yew 12 months ago. The Living Forest will make the formal planning application on Council's behalf at a cost of £25.00. It was **noted** that the best month to work on Yew trees is May. Asst Clerk will liaise with The Living Forest to plot the relevant Yews on to our mutual mapping software. Clerk will ensure that St Mary's PCC is informed. Minute 266/19 of 11 November 2019 also refers. It was **resolved to approve** expenditure of £729.00 + VAT for the restoration pruning as specified. **Action: The Clerk will inform The Living Forest.**
- 043/20 *The tall Scots Pine south east of St Mary's.* In the meeting with Mr Lott on 04 May, the Clerk learned that Mr Lott and the TWBC Tree Officer had reversed their decision to fell the Scots Pine. They have an alternative solution to reduce the trunk that has faults and for that weakened trunk to be supported by two 'saddles' connected by steel wire to the other trunk. That will save the pleasant second trunk which has good foliage over Back Lane. The quote for the work on the Scots Pine is £594.00.00 plus VAT and £25.00 for handling a formal planning application (tree in the conservation area). Clerk to ensure that St Mary's PCC is informed of this work. It was **resolved** to approve expenditure of £594.00 + VAT for the work on the Scots Pine as specified. **Action: The Clerk will inform The Living Forest.**

BUSINESS AND COMMUNICATIONS COMMITTEE

Chairman of the Business and Communications Committee, Cllr Craig Broom, reported:

- 044/20 *Email:* Following Minute 412/19. It was **noted** that some councillors are still having difficulties with sending and receiving emails via the new email domain, @goudhurst-pc.gov.uk. Cllr Craig Broom suggested a Zoom meeting where affected councillors could check their computer settings and seek advice. **Action: Cllr Craig Broom**
- 045/20 *Correspondence from local business owner Karin Martinez:* It was **noted** that Councillors had received a copy of a letter sent to William Benson of TWBC and copied to Greg Clark MP. The letter is requesting support for local businesses whose rateable value is just above the limit set for local authority business interruption grant designed to support businesses during the COVID lock down. Karin Martinez of the Star and Eagle is requesting that the Council support this request by lobbying TWBC and Greg Clark. It was **Agreed** that Council will support this request. **Action: Clerks to write to Greg Clark MP.**
- 046/20 *Broadband:* It was **noted** that the Scheme in Kilndown is still awaiting the final offer from BT/ Open Reach. However, BT are now working to combine Goudhurst into one scheme which is causing delays. The planned meeting with Cllr Mike Whiting (KCC) and Greg Clark MP has been postponed until after the current lockdown.
- 047/20 *Goudhurst.co.uk Website:* It was **noted** that the owner of the Goudhurst.co.uk website has posted inaccurate information to the website, regarding the end of his contract with the Parish Council. Clerk has contacted the owner and requested that the information be removed from the site. At the time of this meeting it had not been taken down. It was **agreed** that the Chairman would call and make a further request for the inaccurate information to be removed. **Action: Cllr Antony Harris.**

CENTRAL GOUDHURST TRAFFIC & PARKING COMMITTEE

The Chairman of the Goudhurst Central Traffic & Parking Committee, Cllr Antony Harris, reported:

- 048/20 *Additional Parking Survey:* It was **noted** that the parking survey of households and businesses on the High Street and some in North and West Roads had been completed but the remainder needs to be completed once lockdown is lifted. **Action: Councillors**

FOOTPATHS COMMITTEE

The Chairman of the Footpaths Committee, Cllr Mrs Caroline Richards, reported:

- 049/20 *QR Codes:* It was **noted** that no further progress had been made with this as businesses are currently closed. It was further **noted** that Assistant Clerk has been able to source updated PROW map data for the Parish from KCC which has been added to the Parish Council mapping software.
- 050/20 *Millennium Walk Finger Posts:* It was **noted** that a number of the existing posts, marking the route, have deteriorated and need replacing. **Action: Footpaths Committee to look into the options for replacements.**

HIGHWAYS COMMITTEE

Chairman of the Highways Committee, Cllr David Boniface, reported:

- 051/20 *A262 Speed Limit Reduction (Iden Green):* It was **noted** that Mr Chris Koningen of KCC had agreed to a 50 MPH limit in principle but that further speed data needed to be collected once traffic levels returned to normal. It was further **noted** that Cllr Peter Wood would like to invite Mr Chris Koningen to a meeting at his home in Iden Green (Goudhurst) to discuss the further lowering of the speed limit in the area. **Action: Clerks.**

YOUTH COMMITTEE

The Chairman of the Youth Committee, Cllr Phil Kirkby, reported:

- 052/20 *Back Lane Play Area:* It was **noted** that Council are awaiting a revised quotation from Wicksteed which will give the final total cost for both the new play equipment (Minute 015/20 refers) and a replacement surface. Wicksteed has agreed to quote for the most cost effective solution.
- 053/20 *Funding Grant for Chequer Field:* It was **noted** that a request for a 'Pitch Improvement Programme' pitch inspection from the Kent FA had been made; such a visit is required before a funding bid can be made.

- 054/20 *Transfer of land from TWBC to Goudhurst Parish Council:* It was **noted** that this was currently with the Council's legal advisor but the Clerk will urge our legal adviser to seek ways to settle the long outstanding matters with TWBC and certain landowners. **Action: The Clerk**
- 055/20 *Condensation in the Chequer Pavilion:* It was **noted** that condensation, resulting in mould, is affecting the Pavilion, particular in the Referees' Room. **Action: Clerks to contact the contractor who built the Pavilion.**

PLANNING COMMITTEE

056/20 Council **noted** the following Representations from GPC and Decisions from TWBC:

11.02.20	20/00237	Jetwells, Cranbrook Road	Approve	Granted	01.04.20
25.02.20	19/03609	Walled Garden - Bedgebury Pinetum	Approve	Granted	07.04.20
25.02.20	20/00256	Beresford Lodge, Bedgebury Road	Approve	Refused	03.04.20
25.02.20	19/03540	Wagtail Farm, Jarvis Lane,	Refuse - Size, PROW	Granted	01.04.20
10.03.20	20/00614/LBC	1 Weavers Cottages	Approve	Granted	14.04.20
10.03.20	20/00516	Priors Heath Oast, TN17 2RG	Refuse - Size, use	Granted	20.04.20
10.03.20	20/00399	Northwood View, Church Road, Kilndown	Approve	Granted	14.04.20
24.03.20	20/00796	Finchcocks Farm, Blue Coats Lane	Excessive glass/ light pollution?	Granted	11.05.20
24.03.20	20/00580/LAWPRO	Forge House, London Road	Approve	Granted	06.05.20
21.04.20	20/00981	Lower Crowbourne Farmhouse, Station Rd	Approve		
21.04.20	20/01008	2 Combourne Cottages, Jarvis Lane	Refuse - size & position		
28.04.20	19/02916	The Vicarage, Back Lane	Refuse - NDP, design, materials		

- 057/20 *19/02916 The Vicarage, Back Lane:* It was **resolved** to send a letter, shared with Councillors prior to the meeting, to the Chairman of St Mary's PCC to explain Councils reasons for recommending refusal of this application . **Action: Clerk**

NEIGHBOURHOOD DEVELOPMENT PLAN

- 058/20 Cllr Craig Broom reported that he is making some late detailed adjustments to parts of the Goudhurst Parish Neighbourhood Development Plan but the final version should be with TWBC by mid-May 2020.

CLERK'S REPORT

- 059/20 *Adding signatories to the UTB account:* It was **noted** that the three new signatories, agreed at Policy Committee 19 November 2019, are now beinn added to the account. Those councillors should have received an email from UTB, outlining the next steps. **Action: Cllrs Craig Broom, David Knight and Antony Harris.**
- 060/20 *Possible theft of GPC grounds maintenance equipment at Kilndown Village Hall storage shed.* It was **noted** that the Clerk is in touch with Mrs Tracy Roberts to identify what has been lost. Most of the equipment (4 items) are all quite old. It was **agreed** that the GPC equipment stored in Kilndown should now be withdrawn following the retirement of Mr Peter Watkins. **Action: The Clerk.**
- 061/20 *Zurich Insurance:* It was **noted** that the annual renewal is in progress and that the Tesla vehicle charging equipment will be declared at £3,000 and the new benches on the Village Green at £580.00 each. It was **resolved** to approve expenditure of £1,273.46 for the 2020/21 policy. **Action: The Clerk.**
- 062/20 *Payroll:* It was **noted** that m:power accounting have taken on the employee payroll form April 2020. Minute 393/19 refers.

ACCOUNTS

- 063/20 It was **resolved** unanimously that the following payments be made from the UTB account:
- | | | | |
|----|------|--------------------------|---------|
| DD | TWBC | Toilet block NNDR May 20 | £106.00 |
|----|------|--------------------------|---------|

DD	Nest	Pension contributions 05 May	£44.49
U266	RJ&L Hillier	Hop Bine rent May 20	£400.00
U267	CL Reed	Reclaim Zoom fees Inv 17049767 23 Apr	£14.39
U268	CL Reed	Reclaim Zoom fees Inv 12056851 23 Mar	£14.39
U269	Groundscare & General	Grounds maintenance contract Apr	£1,325.28
U270	Capel Groundcare	Grounds maintenance contract Apr	£1,293.23
U271	Capel Groundcare	Labour rotovating, seeding etc Top Glebe	£2,160.00
U272	John Fermor	Grounds maintenance contract Apr	£400.00
U273	Tenterden Twilight	Balcombes Hill toilet cleaning Apr	£731.45
U274	Pearson's Landscapes	The Plain maintenance April	£111.60
U275	Microshade	Citrix Inv 13082	£129.48
U276	Paul & Eileen Landon	Goudhurst War Memorial garden maint Apr	£60.00
U277	m:power accounting	Annual fee Payroll services 2020/21	£144.00
U278	Zurich Town & Parish	Annual Insurance policy 2020/21	£1,273.46
U279	Tate & Tonbridge Fencing	Fencing at Goudhurst Pond	£1,727.62
U280	Communicorp	Annual subscription to Clerks & Councils	£12.00
U281	Goudhurst Parish Hall	Energy used electric vehicle charge point	£820.56
U282	HM Revenue & Customs	PAYE + NI May	£975.71
U283	AVB Farnfield	Clerk's pay May	£2,253.18
U284	CL Reed	Asst Clerk pay May	£1,063.77
DD	Veolia	Burial Grounds bin	£151.92
DD	Nest	Pension contributions 28 May	£44.49
DD	Infinity	Office phones & broadband	£133.80

Payments from the NatWest Business Current Account:

DD	BT	Broadband line to Parish Hall	£200.16
DD	E-on	Energy Plain street light & Kilndown Kiosk	£23.75

064/20 Receipts in April 2020 were noted:

Precept 1 st half 2020/21	£97,305.00
Enabling	£1,807.00
Burial Board	£400.00
CCLA dividend	£10.35

065/19 *Bank reconciliation.* It was **resolved** to accept the Clerk's explanation of the reconciliation of accounts to the end of April 2020 and it was **noted** that Council's cash book balance was:

Unity Trust Current a/c	£146,274.27
Nat West Current a/c	£23,652.10
CCLA Public Sector Deposit Fund	<u>£20,541.90</u>
Total	£190,468.27

NEXT PARISH COUNCIL MEETING

066/20 Monday, 08 June 2020. Parish Council Meeting at 7.30 pm. Members should expect that this will be a Virtual Meeting using Zoom conference call facilities via Board Intelligence.

Action: The Clerks.

Anthony Farnfield, Clerk
Claire Reed, Assistant Clerk

These Minutes are subject to approval at the next meeting of Council