

# Goudhurst Parish Council



## MINUTES OF A VIRTUAL MEETING OF GOUDHURST PARISH COUNCIL

By Zoom Conference call on Monday 12 October 2020 at 7.30 pm

**Participants:** Councillors Antony Harris (Chairman), David Boniface, Craig Broom, Chris Ditton, Alan Foster, Philip Kirkby, David Knight, Barry Noakes, Caroline Richards, Jayne Russell, Guy Sutton and Peter Wood.  
County Councillor Seán Holden until 7.40 pm.  
Claire Reed, Clerk.

### STATUS OF THE MEETING

233/20 Following Minute 001/20, 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.

### APOLOGIES FOR NON PARTICIPATION IN THIS MEETING

234/20 There were none.

### DISCLOSURES OF INTEREST

235/20 Cllr Jayne Russell declared an interest in item 8.1.3 as Chair of Goudhurst Village Pre-School Committee.

### MINUTES OF THE LAST MEETING

236/20 It was **resolved** that the Minutes of the Parish Council meeting held on 14 September 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

237/20 A local resident read a statement to Council regarding the Village Green status of the Top Glebe Field and the rights that this appertains to residents of the Parish. The resident also noted that, in their opinion, Council should seek further legal advice on the issue of parking on the Village Green. The matter was further progressed under minute 249/20.

### REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

238/20 County Cllr Seán Holden briefed Council. KCC has held additional budget meetings to try and address the shortfall in income as a result of the COVID-19 pandemic. There is a recovery plan in place which has replaced the agreed 5-year Plan, there may need to be a reduction in services to address the shortfall.

239/20 It was noted that the 64 Conservative Kent County Councillors have written to the Government, via local Conservative MPs, in opposition to proposed changes to the Planning legislation. The members feel the changes will be harmful to the South East in particular to Kent and will remove the democratic element of the planning process.

- 240/20 KCC are to be given the power to enforce moving traffic restrictions in a bid to control the movement of HGVs around the County. Minute 073/19 refers.
- 241/20 Borough Councillors Barry Noakes briefed Council. TWBC is not holding many meetings at present due to COVID-19 restrictions; the Council Chamber is limited to 8 people and meetings are not taking place online. The licencing committee continues to meet.

### CLERKS' REPORT

The Clerk reported on proposals for changes to Committee Memberships and Other Appointments:

- 242/20 *Amenities Committee*. It was **resolved** that Cllr Alan Foster be appointed as Vice Chair of the Amenities Committee.
- 243/20 *Youth & Housing Committee*. It was **resolved** that Cllr David Knight be appointed as Vice Chair of the Youth & Housing Committee.
- 244/20 *Standing Orders revision*. It was **resolved** to accept these amendments to Committees and Responsibilities forming part of the Standing Orders.
- 245/20 *Freedom of Information*. It was **noted** that the Council had received a Freedom of Information request and that, following advice from the Information Commissioners Office, the requested information had been sent within the statutory period.
- 246/20 *Data Access requests*. It was **noted** that three data access requests had been received for access to CCTV footage. The requests have been assessed in line with current legislation and two of the requests have been denied.
- 247/20 *Training*. Both Clerks will attend the KALC Finance Conference on 14 October 2020.

### AMENITIES COMMITTEE with POLICE & NEIGHBOURHOOD WATCH and FOOTPATHS

Council received a report from Cllr Chris Ditton, Chairman of the Amenities Committee.

- 248/20 *Avenue of Trees for the Village Green*. It was **resolved** to plant an avenue of Jacquemontii trees on the Village Green along the south side of the path from east to west. The total project cost of this tree project will be part-funded by a grant from County Councillor Sean Holden. Minute 409/19 refers. **Action: Clerks**
- 249/20 *Parking on Goudhurst Village Green*. It was **resolved** that parking on Goudhurst Village Green (Top Glebe) is lawful as a long-established shared use. Goudhurst Parish Council will permit parking on the Village Green in line with the terms of the lease, paragraph 4.2, dated 07 August 2018 between the Diocese of Canterbury and Goudhurst Parish Council.
- 250/20 *Proposed extension to the Pre-School Garden*. It was **resolved** to allow Goudhurst Village Pre-School to extend their existing area of fenced garden on the Lower Glebe field by an area 10m in length and 4.2m in width at no cost to GPC.
- 251/20 *Legionella Control Scheme*. It was **resolved** to appoint Envirocure as the Council's Legionella contractor and approve the expenditure of £1,140.00 for the implementation of the Legionella Control Scheme. **Action: Clerks**
- 252/20 *The closure of Park Lane access to Bedgebury Forest*. It was **agreed** that Cllr Chris Ditton and Clerk would draft a response to the Forestry England. **Action: Cllr Chris Ditton and the Clerks.**

### BURIAL BOARD

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

- 253/20 *Damage in St Mary's Church Yard*. The church yard wall and small wooded pedestrian gate on the south side of Back Lane have been damaged, suspected to have been caused by a vehicle strike. There have also been reports of three small headstones having been toppled and the protective caging around one of the external church spotlights having been recently vandalised – this has been reported to the police by the church wardens. The local PCSO plans to make more regular visits to the Parish in the coming weeks.
- 254/20 *Attempted Theft at St Mary's Church*. It was **noted** that there has been an attempted theft of the safe inside St Mary's Church.

255/20 *Trees in the Church Yard.* It was **noted** that work to brace the Scots Pine to the South of St Mary's will take place in November once the nesting bees become dormant. The diseased cherries removed from the south side of St Mary's will be replaced in the coming weeks.

## **BUSINESS AND COMMUNICATIONS COMMITTEE**

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

256/20 *E-newsletter.* It was **noted** that Cllr Craig Broom and Clerk had attended a Zoom meeting with Breakthrough Communications who are able to help the Council create an e-newsletter and central email distribution list. It was **agreed** that all Committee Chairmen would contribute to the newsletter to ensure there was ample content. It was further **agreed** that Clerk would speak to David Denton about the possibility of using some content from the Parish News. **Action: Clerk**

257/20 *Destination Goudhurst.* It was **noted** that a quotation had been received from a leading designer and installer of Christmas lights for the lighting of the High Street and projecting images and patterns onto the Parish Hall and trees. This is to be further discussed at the next Business and Communications Committee meeting. **Action: Business & Communications Committee.**

258/20 *Update on Broadband in the Parish.* Cllr David Knight reported that he remains in touch with contacts at BT and Openreach. The numerous schemes across the parish have been combined to create the 'Goudhurst demand led' project of some 900 properties.

259/20 *Call Flow service termination.* It was **noted** that a number of residents in Curtisden Green and Kilndown had received notification that Call Flow were terminating their broadband service as of 1 January 2021. It was agreed that Cllr David Knight would draft a letter to Call Flow on behalf of the council. **Action: Cllr David Knight.**

260/20 *Call Flow Street Cabinet, Church Road.* It was **noted** that the Council had received notification from Call Flow that they intend to site a new street cabinet on the south side of Church Road adjacent to the Village Green. It was further **noted** that Call Flow sought permission from the Parish Council to site the cabinet over the hedge on the north side of the Village Green. It was **resolved** to refuse permission for the street cabinet to be sited on the Village Green. **Action: Clerks**

## **HIGHWAYS COMMITTEE**

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

261/20 *Footway along A262 Station Road.* It was **noted** that KCC may be able to cover the cost of the footway running from the centre of Goudhurst village along A262 Station Road to link with the Hop Pickers Line and footpath WC40. **Action: Cllr David Boniface to follow up with Kent Highways.**

## **YOUTH & HOUSING COMMITTEE**

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

262/20 *Back Lane Play Area Opening Ceremony.* It was noted that the Grand Opening, despite being smaller than originally planned, had been a great success and that the Play Area is now very well used.

263/20 *Chequer Field.* It was **noted** that the transfer of ownership to the Parish Council is nearing completion. **Action: Clerks to complete necessary paperwork.**

## **PLANNING COMMITTEE**

264/20 Council **noted** the following Representations from GPC and Decisions from TWBC:

Meeting	Application	Address	GPC	TWBC	Decision
23.06.20	20/01439	Rose House, Lidwells Lane	Approve	Granted	10.09.20

14.07.20	20/01632	2 Clayhill Cottages	Refuse – Mass/ Scale	Granted	21.09.20
28.07.20	20/01808	St Cuby's Yard	Approve	Granted	08.09.20
28.07.20	20/01904	3 Finchcocks Farm Cottages	Refuse - Hamlet, materials, scale	Refused	23.09.20
11.08.20	20/02010	The Woolpack, Winchet Hill	Approve	Granted	17.09.20
11.08.20	20/02026	Etchinghill Farmyard Gore Lane	Refuse - volume, preserve agricultural identity	Granted	18.09.20
11.08.20	20/01956	Land Adjacent Haltwhistle Station Road	Refuse - Access on A262	Granted	25.09.20
25.08.20	20/02114	4 The Old School, Goudhurst	Approve	Granted	30.09.20
15.09.20	20/02233	Brandfold Cottage, North Road	Approve - subj. to Highways approval		
15.09.20	20/02344	Middle Tree, Beresford Road	Reject - Privacy		
15.09.20	20/02443	Oast House, Curtisden Green	Approve		
15.09.20	20/02347	Etchinghill Farmyard, Gore Lane	Approve		
15.09.20	20/02255	2 Combourne Cottages, Jarvis Lane	Refuse - Not dissimilar to rejected application		
15.09.20	20/02222	The Stables, Gore Court, North Rd	Approve		
15.09.20	20/02119, 20/02120/LBC	Lamberts, Church Rd	Approve		
29.09.20	20/02360	Pump House, North Road	Refuse – Over development		
29.09.20	20/02653/LBC	Garden Cottage, Home Farm, Bedgebury Rd	Approve - subj. to Conservation Officer report		
29.09.20	20/02420	Riseden Farm, Ranters Lane	Approve		
29.09.20	20/02629	Marlingate Granary, Bedgebury Rd	Defer to next meeting		

265/20 20/02360 – *The Pump House, Brandfold Terrace Cottage*. It was **noted** that the Parish Council Planning Committee had recommended refusal of the application for change of use to a residential dwelling.

#### ACCOUNTS

266/20 It was **resolved** that these payments be made from the UTB account in October 20:

DD	TWBC	Toilet block NNDR Oct 20	£106.00
U410	Grounds Care &General	Grounds maint contract Sep	£1,325.28

U411	Caper Ground Care	Grounds maint contract Sep	£1,477.09
U412	John Fermor Landscapes	Grounds maint contract Sep	£550.00
U413	Tenterden Twilight	Cleaning contract	£645.16
U414	Pearson's Landscapes	The Plain grounds maint Sep	£111.60
U415	Microshade Business Consultant	Citrix Inv 13649	£129.48
U416	RJ&L Hillier	Hop Bine rent Oct	£400.00
U417	Paul & Eileen Landon	War Mem'l garden + water trough	£40.00
U418	The Living Forest Ltd	Tree maintenance	£1,560.91
U419	SLCC Enterprises	CiLCA Farnfield	£300.00
U420	Richard Greenaway	Miscellaneous maintenance tasks	£75.00
U421	G Morgan	Repayment of credit rec'd 25 Sep	£3,000.00
U422	Kent Assoc Local Councils	Training Inv 1472397499	£60.00
U423	Kent Assoc Local Councils	Training Inv 1477858865	£60.00
U424	Wicksteed Leisure Ltd	2 <sup>nd</sup> half Play Area payment	££27,614.70
U425	Tracy Draper	Play area opening balloons	£90.00
U426	Castle Water	Toilet block water Jan-Dec 19	£1,383.78
U427	Castle Water	Toilet block water Jan-May 20	£924.30
U428	Castle Water	Toilet block water Jun 20	£172.58
U429	Castle Water	Toilet block water 01 – 16 Jul	£94.09
U430	Castle Water	Toilet block water 17 – 31 Jul	£86.30
U431	Castle Water	Toilet block water Aug 20	£180.39
U432	Castle Water	Toilet block water Sep 20	£172.58
U446	Goudhurst RBL Poppy Appeal	S137 Wreaths x 2 Remembrance	£50.00
U447	Weald Family Hub (PCC Goudhurst)	S137 Grant 2020/21 Youth mental work	£300.00
U433	Goudhurst Parish Hall	Grant for energy used for Xmas lights	£50.00
U434	Goudhurst Parish Hall	Annual maint grant 2020-21	£1,750.00
U435	Kilndown Parish Hall	Annual maint grant 2020-21	£550.00
U436	Kilndown Quarry Centre	Annual maint grant 2020-21	£300.00
U437	Kilndown Millennium Green	Annual maint grant 2020-21	£550.00
U438	Citizens Advice Tun Wells	Annual grant 2020-21	£500.00
U439	Samaritans TW	Annual grant 2020-21	£300.00
U440	Goudhurst Parish Magazine	Est cost of pages used by GPC annum	\$450.00
U441	Kilndown Village Newsletter	Annual contribution to costs	£50.00
U442	Goudhurst Parish Hall	Annual grant energy Pond pump	£230.00
U443	Moore Hospitality Ltd	Vine energy & amenity CCTV camera	£200.00
U444	Goudhurst Parish Hall	Annual grant & use CCTV room	£100.00
U445	Goudhurst Social Club	Grant energy & amenity War Mem'l energy	£50.00
U448	Tate Fencing	Material for play area fencing repairs	£93.90
U449	Knockout Print	No dogs allowed signs	£72.00
U450	AVB Farnfield	Salary Oct 20	£1,923.20
U451	CL Reed	Salary Oct 20	!,641.14
U452	HM Revenue & Customs	PAYE NI Oct 20	£1,253.06
U453	SLCC	Clerks' Manual	£52.30
DD	E-On	Energy The Plain light and K'down defib	£24.00
DD	UTB/Lloyds Bank	Debit card items Sep 20	£41.38
DD	Infinity	Office phones & broadband Oct	£133.80
DD	Veolia	Burial Grounds bin Sep 20	£135.72
267/20	It was <b>resolved</b> that these payments be made from the NatWest account in October 20:		
DD	BT	CCTV broadband at Parish Hall	£171.72

268/20 Payment U446. It was **resolved** that this Council, in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur this expenditure. In the opinion of this council it is in the interests of the inhabitants of the Parish of Goudhurst and will benefit them in a matter commensurate with the expenditure of £50.00 to purchase two poppy wreaths for the 2020 Remembrance Day services at the Goudhurst and Kilndown War Memorials.

269/20 Payment U447. It was **resolved** that this Council, in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur this expenditure. In the opinion of this council it is in the interests of the inhabitants of the Parish of Goudhurst and will benefit them in a matter commensurate with the expenditure of £300.00 to enable work to continue on youth mental problems in the parish

270/20 *Receipts in September were noted:*

Donation to Play Area fund	£60.00
Burial Board	£720.00
CCLA PSDF	£2.33

271/20 *Bank reconciliation.* It was **resolved** to accept the RFO's explanation of the reconciled accounts to the end of September 2020 with account reconciliation statements and copies of the bank statements. It was **noted** that Council's cash book balance was:

Unity Trust current a/c	£149,034.31
Nat West current a/c	£34,573.22
CCLA PSDF	<u>20,565.23</u>
	204,172.76

*Ring Fenced funds.* It was **noted** that of this cash book balance, £47,182.00 is ring fenced for the Back Lane Play Area refurbish.

#### **NEXT PARISH COUNCIL MEETING**

272/20 Monday, 09 November 2020. Parish Council Meeting at 7.45 pm. Members should expect that this will be a Virtual Meeting using Zoom conference call facilities via Board Intelligence. **Action: The Clerks.**

The meeting closed at 21.35 hrs.

Claire Reed, Clerk  
Anthony Farnfield, Deputy Clerk and RFO

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