

# Goudhurst Parish Council



## MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL

on Monday 10 January 2022 at 7.30pm in Goudhurst Village Hall

### PARTICIPANTS

Councillors David Boniface, Craig Broom, Chris Ditton, Alan Foster, Antony Harris (Chairman), Phil Kirkby, David Knight, Barry Noakes, Mrs Caroline Richards, Mrs Jayne Russell, Also Borough Cllr Dr County Cllr Seán Holden until 7.56pm.

Mrs Claire Reed, Clerk and Anthony Farnfield, Deputy Clerk & RFO. Mr Ted Bennett (A21 resident).

### APOLOGIES

288/21 Were accepted from Cllrs Guy Sutton (holiday) and Mrs Alison Webster (working). Borough Cllr Dr Linda Hall

### DISCLOSURES OF INTEREST

289/21 There were none.

### MINUTES OF THE LAST MEETING

290/21 It was **resolved** that the Minutes of the Parish Council meeting held on 13 and 22 December 2021, copies of which had been previously distributed to Members via Board Intelligence, be signed by the Chairman as a correct record.

### QUESTIONS AND STATEMENTS FROM THE PUBLIC AND THE PRESS

291/21 There were none.

### HIGHWAYS COMMITTEE

292/21 **Safety improvements on the A21.** It was **agreed** to move this item forward so that County Cllr Seán Holden could be part of the discussion.

Following minute 191/21. It was **noted** that Highways England have proposed a reduction in speed limit between the Scotney Roundabout and Flimwell Grange, from 60mph to 50mph, as part of the A21 Safety Package. Kent Police have carried out a site visit as part of the consultation and have concluded that there is no evidence to support the speed reduction. It was **noted** that the police rely heavily on crash map data when considering changes to the speed limit however the data is unreliable. Cllr Seán advised Council to write to Matthew Scott, Kent Police Commissioner stating that the police approach is not acceptable. He further suggested involving the local media in the campaign to lower the speed limit. It was noted that the police have previously indicated a lack of laybys or spaces for a police car to pull in made enforcement difficult. Mr Ted Bennett and Cllr Antony Harris offered to show police officers suitable locations. **Action: Cllr David Boniface and Clerk**

### REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

293/21 County Cllr Sean Holden reported:

*Council tax review.* The County Council are currently reviewing Council tax rates for the 2022-23 tax year.

*Household Waste Recycling Centres.* A public consultation on the future use of a booking system closed on 30 September 2021. The majority of respondents (52%) voted in favour of retaining the booking system. The booking system will save Kent County Council around £3 million.

294/21 Borough Cllr David Knight reported:

*Neighbourhood Development Plan (NDP).* The referendum will be held on 03 February 2022. Polling cards have been mailed out.

*CCTV for Smiths Lane.* Following complaints from residents about the burning of waste, CCTV will be fitted on Smiths Lane, by TWBC, to monitor vehicle movements.

*The former cinema site, Tunbridge Wells.* The site has been sold and a proposal submitted for a mixture of shops, offices and residential units.

*Garden waste.* Another one off collection is currently taking place.

*Civic Amenity Vehicle.* There are currently no plans to restart the service.

*Ericson Mobile signal strength tests* – These are currently taking place around the Parish with a view to boosting the mobile signals.

#### CLERK'S REPORT

295/21 *Contain Outbreak (COVID) funding.* It was **resolved** to approve the application to KCC for £1,312.51 in Contain Outbreak (COVID) funding. **Action: Clerk**

296/21 *Training.* It was **noted** that the Clerk has signed up to the Certificate in Local Council Administration (CiLCA), delivered by the SLCC.

297/21 *Environmental Information Request (EIR).* It was **noted** that an EIR had been made by a member of the public and that the request was answered within the legal timescale. It was **noted** that such requests take up a lots of Clerk's time. Clerk will amend Council's Freedom of Information policy to include a fee for such a request. **Action: Clerk**

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

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

298/21 *The Queen's Green Canopy.* Three new Oak trees have been planted in Goudhurst with a forth to be planted in Kilndown later in the week of 10 January 2022. The trees were provided by TWBC as part of The Queen's Green Canopy project to mark Her Majesty The Queen's Platinum Jubilee in 2022. The trees will be added to the national map and at the next Committee meeting, plaques for the trees will be chosen to commemorate the project. **Action: Clerk and Amenities Committee.**

#### BURIAL AUTHORITY

Chairman of the Burial Authority, Cllr Mrs Caroline Richards, reported:

299/21 *Cherry Trees on the south side of St Mary's Church.* Following minute 437/20. It was **noted** that two cherry trees have now been planted to replace those removed due to disease.

#### BUSINESS AND COMMUNICATIONS COMMITTEE

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

300/21 *Parish Events 2022.* Following minute 256/21. There is to be an Events meeting on Wednesday 12 January at 7.30pm via Zoom.

## HIGHWAYS COMMITTEE

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

- 301/21 *Lorry Watch*. Following minute 223/21. It was noted that the Goudhurst Traffic Action Group volunteers are taking details and photographs of large HGVs passing through Goudhurst village. Volunteers are contacting hauliers asking them to use alternative routes. It was **noted** that a number of HGVs do not display company or hauliers' names and that some foreign HGVs have different registration plates on the cabs and trailers.
- 302/21 *Electric Car Charge Points*. Following minute 257/21. The Highways Committee is continuing to explore options for changing the current charging units to those that charge for the electricity used. The KCC scheme has temporarily closed but Council have received a quote of £8,000 from KCC's contractor. It was **noted** that Mr Howard Huntington has offered to research options and to give advice. Clerk will contact him. **Action: Clerk.**
- 303/21 *Traffic Speed Surveys*. Following minute 159/21. Surveys for the three locations identified have been ordered and approval granted by Kent Highways.
- 304/21 *Max 30 warning signs on the A262 near the Market Place*. Following minute 158/21. It was **noted** that these signs have now been installed.

## PLANNING COMMITTEE

- 305/21 *Recent planning Applications*; Please see Appendix 1.
- 306/21 *21/03597 Risebridge Health and Sports Club*. It was **noted** that, although validated in October 2021, the Planning Authority had failed to formally consult GPC on the application. An extension until 31.01.22 has been granted by TWBC and the application will be discussed at the Planning Committee meeting on 25 January 2022.
- 307/21 *NDP referendum*. Following minute 240/21. The referendum will take place on 03 February 2022 and Polling cards have already been delivered to properties in the Parish. It was agreed that a special e-newsletter should be sent to subscribers, explaining the purpose of the NDP and summarising the key policies. Information will also be published on the website and Parish Council Facebook page. **Action: Cllr Craig Broom & Clerk**

## POLICY COMMITTEE

- 308/21 *Finance Committee Terms of Reference*. Following minute 271/21. It was **resolved** to adopt the Terms of Reference, which includes Committee membership, for the new Finance Committee.

## YOUTH AND HOUSING COMMITTEE

Chairman of the Youth and Housing Committee reported:

- 309/21 *Mary Day's Garages project*. Following minute 275/21. It was **noted** that the purchase of the nine garages from Town & Country Housing completed on 23 December 2022. It was **resolved** to allocate the garages to applicants based on the distance from the site to their residence. Clerk will draft a licence agreement for Council's approval. **Action: Clerk**

## ACCOUNTS

The Deputy Clerk and Responsible Finance Officer (RFO) reported:

310/21 *Accounts for Council's January 2022 meeting:*

### Receipts in December 2021:

Burial Authority	£420.00
CCLA PSDF	0.70
Public Works Loan Board	<u>£47,975.00</u>
Total	£48,395.70

### Payments in December 2021:

UTB	£91,992.09
NatWest	<u>0.00</u>
Total:	£91,992.09

### Cash balances at Bank 31 Dec 2021:

UTB	£73,402.25
NatWest	£33,773.03
CCLA PSDF	<u>£20,576.60</u>
Total	£127,751.88

These reconciled figures of Receipts, Payments and Cash Balances to the end of December were presented to Council by Board Intelligence (BI) software and supported by full reconciliation documentation with Bank Statements and Council's entries in the Rialtas accounting software.

A complete list of all payments made by Council in December 2021 follows as a supplementary page in Appendix 2.

311/21 *Payment U1037 under S137.* 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 the Weald Family Hub to support work in the Parish relating to the mental health of young people.

312/21 *Payment U1050 under S137.* 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 who have benefited in a matter commensurate with the expenditure of £120.00 to purchase flowers and potted plants for staff at the Old Parsonage Surgery who continue to show great dedication to their work for local residents during the Covid-19 pandemic in the Parish.

The Responsible Finance Officer's report on Actual Expenditure against Budget for the 01 April to 31 December 2021 has been distributed to Members by e-mail.

There were no queries relating to the accounts.

ITEMS FOR INFORMATION

- 313/21 *Glebe Field Working Group*. There is a meeting scheduled for 11 January 2021 at 6.30pm via Zoom.
- 314/21 *Priorities for 2022*. The Chairman asked councillors to consider what Council's priorities should be for this year. This will be added to the February Council agenda for discussion.  
**Action: Councillors and Clerk**
- 315/21 *Thank you letter*. The Chairman has received a letter from Dr Pace of Old Parsonage Surgery thanking the Council for the flowers and plants sent on behalf of the Parish.

NEXT PARISH COUNCIL MEETING

- 316/21 Parish Council Meeting on Monday 14 February 2022, 7.30pm in Goudhurst Village Hall.

The meeting closed at 21.25 hrs

Claire Reed, Clerk

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

## Appendix 1 to Minutes of a Council Meeting held on 10 January 2022

### Recommendations and Decisions December 2021

Application	Address	Proposal	GPC	TWBC
21/03517/LBC	Lamberts, Church Road	Listed Building Consent: Structural repairs to existing oak frame in four locations.	Approve subject to the views of the conservation officer.	Granted
21/02630	Forge House, London Road, Flimwell	Detached garden store and 1 bed Annex	Approve conditional on remaining ancillary to the main dwelling.	Granted
21/03479	The Omega , Beaman Close	The installation of two small 50cm x 100 cm Velux roof lights onto the east facing elevation of the house roof.	Refuse - privacy	Granted
21/03651	The Orchard, Jarvis Lane	Detached 2 bedroom, 2 storey dwelling house (Resubmission of 20/03005/FULL)	Refuse - Unsustainable, outside limits to build, AONB. <b>Category Y</b>	Refused
21/03528	The Packing Shed, Gore Lane	Proposed Photo Voltaic free standing units located in the residential curtilage of the barn currently being converted into a single residential dwelling with a revised location (Resubmission of 21/01208/FULL)	Approve	Granted
21/03694	Land Opposite 1 Zion Cottages, Ranters Lane	Demolition of existing stables and storage building; erection of replacement stables and new riding arena; associated soft landscaping	Approve - should be removed if becomes redundant.	Granted
21/03344	Home Farm, Bedgebury Road	Change of use from equestrian centre and ancillary staff and student accommodation (Use Class F2(c)) to holiday-lets (Use Class Sui Generis and C3), with minor external works, provision of car, cycle parking, refuse storage, hard and soft landscaping and other development works (Part-Retrospective).	Approve with additional landscaping.	Granted
21/03692	Bethany School, Jarvis Lane	Reconfiguration of the existing car parking area to provide a drop-off facility for the school, alongside the removal of existing netball courts to provide additional parking, infilling of the old swimming pool and provision of a new Multi-use Games Area (MUGA).	Approve conditional on the provision of low level lighting operated on a timer to prevent it staying on all the time. The use of the facility should be restricted to school use only.	

**Appendix 1 to Minutes of a Council Meeting held on 10 January 2022**

Recommendations and Decisions December 2021

21/03813/LBC	Ballards Court, Ballards Hill	Listed Building Consent: Removal of the separating wall between the kitchen and dining area and to build a new wall separating the utility space from the kitchen area; Removal of the asbestos pipe from lift shaft and converting the space as a usable area for storage.	Approve subject the views of the Conservation Officer.	
21/03835	Green Castle, North Road	Erection of home office and gym, including linked garden store to existing garage.	Approve conditional on views of Tree Officer, protection of the oak tree and roots, building should remain ancillary to the main dwelling.	
21/03895	Stable Cottage, Cranbrook Road	Retrospective planning permission for the rebuilding of the rear 'barn' elements and alterations to the flat roof aspect to form cat-slide. (Alterations following previously withdrawn application 21/02205/FULL).	Approve	
21/03897	Stable Cottage, Cranbrook Road	Demolition of an existing ground floor extension; Replacement two storey side extension with associated internal alterations; Alterations to southern boundary treatment. Closeboard fence to be replaced with 2m high brick wall. (Alterations to previously withdrawn application 21/00693/FULL).	Refuse - not subservient to the original building.	
21/0395	Broad Oak, Horden Road	Alterations to existing rear single storey extension to add a second floor	Approve	
21/03979/LBC	Paines Farm House, Ranters Lane	Listed Building Consent: Proposed acoustic floor upgrade at First Floor and works to existing timbers	Approve subject to the views of the Conservation Officer.	

**Appendix 2 to Minutes of a Council Meeting held on 10 January 2022**

Date: 10/01/2022

**Goudhurst Parish Council Current Year**

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**Unity Trust Current A/c**

**List of Payments made between 01/12/2021 and 31/12/2021**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
09/12/2021	NEST	DD ✓	107.63		GPC contrib Clerk's pension
10/12/2021	Southern Electric	DD ✓	129.95		Energy Cheq Field Pavilion
10/12/2021	Southern Electric	DD ✓	172.89		Energy Balc Hill Toilets
10/12/2021	Lloyds Bank UTB	DD ✓	122.86		Debit card items Oct - Nov 21
15/12/2021	Capel Ground Care	1005 ✓	1,411.80		Grounds maint contract
15/12/2021	John Fermor	1006 ✓	200.00		Grounds maint contract
15/12/2021	Tenterden Twilight Commercial	1007 ✓	756.19		Cleaning contracts
15/12/2021	Pearson's Landscapes	1008 ✓	111.60		The Plain and Pond maint Nov
15/12/2021	Microshade Business Consultant	1009 ✓	219.08		Citrix Inv 15384
15/12/2021	Risebridge Health & Fitness	1010 ✓	87.33		Share cost of heating Hop Bine
15/12/2021	Robert Hillier	1011 ✓	400.00		Hop Bine rent Dec 21
15/12/2021	SLCC Enterprises Ltd	1012 ✓	90.00		SLCC Enterprises Ltd
15/12/2021	SLCC Enterprises Ltd	1013 ✓	90.00		Practitioners Conf Feb CLR
15/12/2021	Envirocure Ltd	1014 ✓	60.00		Cheq Pav Legionella check
15/12/2021	Envirocure Ltd	1015 ✓	60.00		Cheq Pav Legionella Jul
15/12/2021	Envirocure Ltd	1016 ✓	60.00		Cheq Pav Legionella Sep
15/12/2021	Envirocure Ltd	U1017 ✓	60.00		Cheq Pav Legionella Oct
15/12/2021	Envirocure Ltd	U1018 ✓	103.20		Cheq Pav Legionnaires Nov
15/12/2021	Craig Broom	U1019 ✓	111.80		Xmas Fete Refresh Morris Dance
15/12/2021	Ann Millward	U1020 ✓	144.00		Digitise Burial Records Oct-De
15/12/2021	Goudhurst Parish Hall	U1021 ✓	375.00		Hire Par Hall Jul-Dec GPC mtgs
15/12/2021	Goudhurst Parish Hall	U1022 ✓	35.00		Hop Pickers Line group mtgs
15/12/2021	Managed Technology Corp Ltd	U1023 ✓	29.50		Photocopier toner
15/12/2021	Goudhurst Parish Hall	U1024 ✓	2,500.00		Annual maint grant 2021/2022
15/12/2021	Goudhurst Parish Hall	U1025 ✓	230.00		Grant to Par Hall energy Pond
15/12/2021	Goudhurst Parish Hall	U1026 ✓	100.00		Grant energy & amenity room
15/12/2021	Goudhurst Parish Hall	U1027 ✓	50.00		Energy lights at the Plain 21-
15/12/2021	Kilndown Village Hall	U1028 ✓	550.00		Annual maint grant 21-22
15/12/2021	K'down Millennium Green Trust	U1029 ✓	550.00		Grant play area equipt maint &
15/12/2021	Kilndown Quarry Centre	U1030 ✓	300.00		Annual maint grant 2921-22
15/12/2021	Citizens Advice Bureau TW	U1031 ✓	500.00		Annual Grant 2021-22
15/12/2021	Samaritans	U1032 ✓	300.00		Annual Grant 2021-22
15/12/2021	PCC Goudhurst	U1033 ✓	450.00		Grant to ParMag 2021-22
15/12/2021	David Denton	U1034 ✓	80.00		Grant K'down Village Newslette
15/12/2021	War Memorials Trust	U1035 ✓	30.00		Membership 2021-22
15/12/2021	Goudhurst Social Club	U1036 ✓	50.00		Grant War Mem'l lighting 21-22
15/12/2021	Weald Family Hub (PCC Goudhurs	U1037 ✓	300.00		Grant to Weald Family Hub S137
15/12/2021	B & K Electrical Contractors	U1038 ✓	166.08		Elec ParHall - Plain Xmas Fair
16/12/2021	SLCC Enterprises Ltd	U1044 ✓	144.00		Deputy Clerk & RFO FiLCA
16/12/2021	SLCC Enterprises Ltd	U1045 ✓	300.00		Clerk CiLCA 2022 Event Fee
16/12/2021	Goudhurst Parish Hall	U1046 ✓	2,134.64		Energy used for elec car charg
20/12/2021	AVB Farnfield	U1039 ✓	1,932.20		Deputy Clerk salary Dec
20/12/2021	Claire Reed	U1040 ✓	1,607.74		Clerk salary Dec
20/12/2021	HM Revenue & Customs	U1041 ✓	1,285.08		PAYE NI



## Unity Trust Current A/c

## List of Payments made between 01/12/2021 and 31/12/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
20/12/2021	CL Reed	U1042 ✓	70.23		Expenses
20/12/2021	AVB Farnfield	U1043 ✓	140.85		Expenses
20/12/2021	EE	DD ✓	12.54		Clerk's business use SIM card
21/12/2021	B & K Electrical Contractors	1048 ✓	158.40		Repair of Chirstmas Lights
21/12/2021	CCM Group Ltd	U1049 ✓	224.86		PPE
23/12/2021	Buss Murton Law	U1047 ✓	70,431.78		Purchase Mary Day's Garages
29/12/2021	VEOLIA Environmental Services	DD ✓	151.92		Burial Grounds bin
29/12/2021	E.ON UK plc NPOWER BUSINESS	DD ✓	18.29		Energy Plain Light & K'down ki
30/12/2021	Lisa Gartshore	U1050 ✓	120.00		Flowers etc Thanks Surger S137
30/12/2021	Envirocure Ltd	UIO51 ✓	60.00		Cheq Pav Legionaires
31/12/2021	Infinity Technology Solutions	DD ✓	141.35		Hop Bine phones & broadband
31/12/2021	AVB Farnfield	U1039A ✓	1,932.20		Dec Salary duplicate error
31/12/2021	Unity Trust Bank	DD ✓	32.10		Bank Service Charge Dec
<b>Total Payments</b>			<u>91,992.09</u> ✓		

11:57

## Unity Trust Current A/c

Cash Received between 01/12/2021 and 31/12/2021

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
17/12/2021	Banfield & Pomphrey	BACS	Addit Inscrip Buss PG962	280.00
17/12/2021	Burslem	BACS	Memorial Quraishi PG1349	140.00
23/12/2021	Public Works Loan Board	BACS	Mary Days Garages Purc Fundin	47,975.00
			<b>Total Receipts</b>	<b>48,395.00</b>

Burial Authority £ 420.00