

# Goudhurst Parish Council



## MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL

on Monday 14 February 2022 at 7.30pm in Goudhurst Village Hall

### PARTICIPANTS

Councillors Antony Harris (Chairman), David Boniface, Craig Broom, Alan Foster, David Knight and Barry Noakes. Also County Cllr Seán Holden and Borough Cllr Dr Linda Hall.

Mrs Claire Reed, Clerk and Anthony Farnfield, Deputy Clerk & RFO.

Mr & Mrs Taylor (Brandfold Residents)

### APOLOGIES

317/21 Were accepted from Cllrs Chris Ditton (away on business), Phil Kirkby (family illness), Guy Sutton (holiday) Mrs Caroline Richards (holiday) and Mrs Alison Webster (holiday). Mrs Jayne Russell was absent.

### DISCLOSURES OF INTEREST

318/21 There were none.

### MINUTES OF THE LAST MEETING

319/21 It was **resolved** that the Minutes of the Parish Council meeting held on 10 January 2022, 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

320/21 Mr David Taylor raised the issue regarding the speed of the traffic travelling along B2079 North Road in the Brandfold area. Cllr David Boniface explained that the Parish Council has, for some considerable time, been requesting Kent Highways to take action on both a speed limit reduction and an appropriate 'beware pedestrians' sign in the area approaching the Tennis Club lay-by (red door). We continue to press Kent Highways but we are being held up by Highways repeatedly quoting reasons why our requests have, so far, not been met.

### REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

321/21 County Cllr Seán Holden reported:

**County Council Budget.** The Budget has been set. There will be a 3% increase in Council Tax at County level plus 2% Council Tax and 1% for adult social care. KCC has a £20 million gap owing to COVID. There is to be a reduction in bus subsidies and the School bus pass will be increased to £450 per year.

**Grant funding available from our County Member.** It was noted that Cllr Holden has offered funding to Goudhurst from his Covid-19 Recovery Members fund. He asked that the Parish Council should apply before the closing date. **Action: Deputy Clerk & RFO.**

322/21 Borough Cllr Dr Linda Hall reported:  
*Boundary Commission Consultation.* It is still open and Parish and Town Council should register their comments soon.  
*Garden Waste Collection.* TWBC will restart this service on 18 May 2022.  
*A21 Forstal and Blue Boys roundabouts.* Cllr Dr Hall has reported to Highways England (now known as National Highways) several broken direction signs in this area.

323/21 Cllr David Knight reported:  
*Goudhurst Neighbourhood Plan.* This will be approved by TWBC on 23 February 2022.  
*The Boundary Commission.* The consultation on the proposal to reduce the number of TW Borough Cllrs to 39 is now open.  
*Tunbridge Wells Old Cinema Site.* ‘Meanwhile use’ has been agreed so that Ideas for use of the site by the community can be implemented whilst further plans are being agreed.

#### CLERK’S REPORT

324/21 *Goudhurst Parish Council Strategic Plan.* The Chairman has proposed that the Parish Council should establish a Strategic Plan through discussion with the Chairman of Council’s committees. The aim includes establishing targets and consideration of the concept “Is GPC trying to do too much”? It was **resolved** to agree the proposed concept.

325/21 *Jubilee Mugs.* It was **agreed** in principle to purchase and distribute china mugs to the children resident in the Parish.

326/21 *Training.* To note that the Clerk attended the SLCC London Bridge webinar on 09 February 2022. She reminded Cllrs that there are many good quality training courses available, mostly remotely. She will cascade further training opportunities to Members. **Action: The Clerk.**

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

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

327/21 *HM The Queen’s Green Canopy.* Following Minute 298/21. It was noted that three new Oak trees (provided by TWBC) have been planted in Goudhurst and a forth in Kildown. 1 each at the Village Green, Lower Glebe Field and Chequer Field. 1 at the Kildown millennium Green. It was **resolved** to approve expenditure of £539.00 for 4 commemorative plaques to be made by the Royal British Legion Industries at Aylesford. **Action: Clerk and Amenities Committee.**

328/21 *Kildown Quarry Pond.* It was **resolved to** approve the Amenities Committee’s proposal of £2,850.00 expenditure for a necessary water treatment and oxygen system to improve the water quality at the pond. It was **resolved** to set aside the need for 3 quotations for this project due to the specialist nature of the work.

329/21 *Goudhurst Pond maintenance.* Council **noted** the delegated expenditure of £830.00 for a water quality treatment and servicing of the fountain pump for Goudhurst Pond.

#### BURIAL AUTHORITY

Deputy Clerk reported:

330/21 *Safety Checks on Memorials on Graves.* It was **noted** that Deputy Clerk has met two interested contractors on site to discuss the project. Subsequently the two have submitted quotes with their specification proposals. A third contractor has decided not to quote. Deputy Clerk will submit the expenditure to be included in the 2022/23 budget year.

## BUSINESS AND COMMUNICATIONS COMMITTEE

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

- 331/21 *Parish Events 2021*. It was noted that the Christmas Fair held on 26 November 2021 in conjunction with St Mary's Church was very well attended with high participation and was judged to be a great success as the community emerges from the COVID-19 restrictions.
- 332/22 *Parish Events 2022*. It was **agreed** that Cllr Craig Broom will lead a Working Group to consider the planning of Parish events in 2022.

## HIGHWAYS COMMITTEE

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

- 333/21 *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.
- 334/21 *Electric Car Charge Points*. Following minute 257/21. It was noted that the Highways Committee is continuing to explore options for changing the current charging units to those that charge the user 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**.
- 335/21 *Traffic Speed Surveys*. Following minute 159/21. It was **noted** that surveys for the three locations identified in the Highways Improvement Plan (HIP) have been ordered and approval granted by Kent Highways.
- 336/21 *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.
- 337/21 *B2079 North Road: Pedestrian warning sign in the area of the Brandfold Tennis Club*. It was noted that this long outstanding project has been further delayed by Kent Highways for technical reasons relating to the exact siting of the sign. **Action:** Highways Committee to continue to press Kent Highways on the matter.
- 338/21 *A262 Cranbrook Road: Reactive Speed sign at the junction of Beaman Close near Goudhurst & Kilndown CE Primary School*. It was **noted** that this project has been delayed by Kent Highways who has put forward various technical objections. **Action:** Highways Committee to continue to press Kent Highways on the matter.

## PLANNING COMMITTEE

- 339/21 *Recent planning Applications*; Please see Appendix 1.

## POLICY AND STAFFING COMMITTEE

- 340/21 *Changes in Staffing*. It was **Resolved** to implement the following changes from 01 April 2022: The Clerk will increase her working hours to 35 a week; the Deputy Clerk will reduce his working hours to 20 a week and Mrs Panetta Horn will take responsibility for the day to day management of Council's finances. The Deputy Clerk, Anthony Farnfield, will remain as the appointed RFO with overall responsibility for the accounts and will continue to be responsible for Burial Authority matters. He will also provide detailed support to the Clerk and the Council's Committees. Council will appoint, after a probationary period, a suitably qualified and experienced part time employee to be appointed RFO at which time, the Deputy Clerk will relinquish the role of RFO.

341/21 *Freedom of Information Publication Scheme*. It was **resolved** to adopt the updated Publication Scheme.

#### YOUTH AND HOUSING COMMITTEE

Chairman of the Youth and Housing Committee reported:

342/21 *Mary Day's Garages Expenditure*. It was **resolved** to approve expenditure of £2,000.00 for replacement garage doors, locks and some related minor items. Also £768.00 for tree works and £1,200.00 for the preparation of a draft licence for applicants to occupy the garages.

343/21 *Sale of Mary Day's Land*. It was **decided** to adopt a Policy that Goudhurst Parish Council will not until further notice sell any part of the land purchased from Town and Country Housing.

#### ACCOUNTS

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

344/21 *Accounts for Council's February 2022 meeting*:

##### Receipts in Jan 2022:

Burial Authority	£540.00
CCLA PSDF	£1.54
Goudhurst United FC	£300.00
Duplicate payment re-paid	£1,932.20
Loo of the Year refund	£300.00
Rejected BACS payment	<u>£20.00</u>
Total	£3,093.74

##### Payments in Jan 2022:

UTB	£15,776.51
NatWest	0
CCLA	0
Total:	£15,776.51

##### Cash balances at Bank on 31 Jan 2022:

UTB	£60,717.94
NatWest	£33,773.03
CCLA PSDF	<u>£20,578.14</u>
Total	£115,069.11

These reconciled figures of Receipts, Payments and Cash Balances to the end of January 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 January 2021 follows as a supplementary page in Appendix 2.

#### ITEMS FOR INFORMATION

345/21 It was noted that a letter of thanks had been received from the Old Parsonage Surgery thanking the Parish Council for the Christmas flowers sent on behalf of the Parish.

NEXT PARISH COUNCIL MEETING

346/21 This will be held on Monday 14 March at 7.30 pm in Goudhurst Village Hall

The meeting closed at 21.35 hrs

Anthony Farnfield, Deputy Clerk & RFO

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

**Appendix 1 to Minutes of a Council Meeting held on 14 February 2022**

Recommendations and Decisions January 2022

		high brick wall. (Alterations to previously withdrawn application 21/00693/FULL).	clear which is the original building and which is an extension.	
21/03953	Broad Oak, Horden Road	Alterations to existing rear single storey extension to add a second floor	Approve	Permitted
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.	
21/04020	Little Combourn Farmhouse, Jarvis Lane	Erection of proposed greenhouse	Not discussed	Permitted
21/03597	Risebridge Health And Sports Club Ranters Lane	Part conversion of existing health and sports club into two residential units, including removal of part of the existing structure and proposed single storey extension	Approve	Permitted
22/00159/REM	Land At Triggs Farm, Cranbrook Road	Approval of Reserved Matters (appearance, landscaping, layout, and scale) following outline permission for 17/02765/OUT and amended by 21/02855/FULL - Demolition of the property known as Kestral, Cranbrook Road, Goudhurst and erection of a new access road and twelve detached dwellings.	Approve: The Parish Council welcome the clarity given in the application for the residents bordering the development. The Council wish to confirm the status of the Section 106 monies available to the Parish as per the original agreement.	

## Appendix 1 to Minutes of a Council Meeting held on 14 February 2022

### Recommendations and Decisions January 2022

Application	Address	Proposal	GPC	TWBC
20/02630/LBC APP/M2270/Y /21/3267344	Marlingate Granary Bedgebury Road	APPEAL - Listed Building Consent: Proposed single storey rear extension	Dismiss: damages unique character and context of property. Over development.	Allowed
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.	Permitted
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.	Granted
21/03835	Green Castle, North Road	Erection of home office and gym, including linked garden store to existing garage.	Approve conditional on the views of the Tree Officer and provision for the protection of the oak tree and its roots. The building should remain ancillary to the main dwelling.	Permitted
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	Refused
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	Refuse - This large additional extension is not subservient to the original building. It will no longer be	Refused

Date: 09/02/2022

## Goudhurst Parish Council Current Year

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Time: 10:01

## Unity Trust Current A/c

List of Payments made between 01/01/2022 and 31/01/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
07/01/2022	NEST	DD	107.63 ✓		GPC Contrib to Clerk's pension
12/01/2022	Lloyds Bank UTB Debit Card	DD	71.38 ✓		Debit Card to 12 Jan 2022
17/01/2022	South East Water	DD	256.28 ✓		Cheq Field pav water Jun-Dec 2
17/01/2022	EE	DD	12.54 ✓		Clerk's business sim card
18/01/2022	SLCC Enterprises Ltd	U1081	36.00 ✓		Inv BK204679-1
18/01/2022	SLCC Enterprises Ltd	U1082	36.00 ✓		Inv BK204678-1
18/01/2022	Kent County Play Fields	U1077	20.00 ✓		Reverse rejected payment <i>check duplicate</i>
19/01/2022	Capel Ground Care	U1060	1,725.14 ✓		Grounds maint contract
19/01/2022	Tenterden Twilight Commercial	U1061	931.74 ✓		Cleaning contract Jan 22
19/01/2022	Pearson's Landscapes	1062	311.46 ✓		Grounds maint contract
19/01/2022	Microshade Business Consultant	1063	219.08 ✓		Citrix Inv 15543
19/01/2022	Robert Hillier	1064	400.00 ✓		Hop Bine rent Jan 22
19/01/2022	Richard Greenaway	1065	40.00 ✓		Misc minor Jobs St Marys Churc
19/01/2022	Laura Collins	1066	192.00 ✓		Digitse Burial Records Nov/Dec
19/01/2022	Board Intelligence	1067	2,880.00 ✓		Software Dec 21 to Nov 22
19/01/2022	Tsohost	1068	119.94 ✓		Domain goudhurst-pc 2 years
19/01/2022	Tsohost	U1069	129.46 ✓		cPanel Ultimate goudhurst-pc 1
19/01/2022	Golden Hill Nurseries	U1070	197.60 ✓		St Mary's replace Cherry Trees
19/01/2022	Golden Hill Nurseries	U1071	202.80 ✓		Jubilee Trees Queens Canopy
19/01/2022	B & K Electrical Contractors	U1072	55.14 ✓		St Mary's C'yard lamp maint
19/01/2022	Play Inspection Co Ltd	U1073	120.00 ✓		Play Area Back Lane Ann'l Insp
19/01/2022	Kent County Playing Fields	U1077	20.00 ✓		2021 Mem'ship subscrip
19/01/2022	BT	DD	191.52 ✓		Broadband to G'hurst Vill Hall
19/01/2022	Kent County Playing Fields	U1077	-20.00 ✓		Reverse rejected payment
26/01/2022	CL Reed	U1074	1,902.41 ✓		Clerk Salary Jan 22
26/01/2022	AVB Farnfield	U1075	2,389.42 ✓		Deputy Clerk Salary Jan 22
26/01/2022	HM Revenue & Customs	U1076	1,773.04 ✓		PAYE NI
26/01/2022	HM Revenue & Customs	U1076	-1,773.04 ✓		PAYE NI
26/01/2022	HM Revenue & Customs	U1076	1,773.04 ✓		PAYE NI
27/01/2022	CL Reed	U1078	13.50 ✓		Expenses Jan
27/01/2022	Colin Langridge	U1079	346.80 ✓		Hedge Cutting
27/01/2022	Arron Services Ltd	U1080	783.54 ✓		HP Laptop Inv 12299
27/01/2022	NPower Ltd	DD	13.48 ✓		Plain light & K'down red kiosk
28/01/2022	VEOLIA Environmental Services	DD	156.44 ✓		Burial Grounds bin
31/01/2022	Infinity Technology Solutions	DD	* { 142.16 ✓		Hop Bine phones & Broadband
31/01/2022	Infinity Technology Solutions	DD	* { 0.01 ✓ <i>Adjustment</i>		Hop Bine phones & Broadband
<b>Total Payments</b>			<b>15,776.51 ✓</b>		

\* Invoice is for £142.16  
 UTB debit is £142.17

AVB



Cash Received between 01/01/2022 and 31/01/2022

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
04/01/2022	AVB Farnfield	BACS	Repay salary paid twice	1,932.20 X
18/01/2022	Dignity Memorials	BACS	Meorial Hodges PG970	130.00 X
04/01/2022	Goudhurst Utd FC	BACS	Use Cheq Field to end Dec 21	300.00 X
27/01/2022	JF Stoneworks	BACS	Brown Ashes Mem'l PG1158	280.00 X
25/01/2022	Loo of the Year	BACS	Refund due unable attend	300.00 X
18/01/2022	UTB	BACS	Reject Paym't Kent Play Field	20.00 X
18/01/2022	Yew Tree Stone	BACS	Addit Inscrip Kember PG1187	130.00 X
<b>Total Receipts</b>				<b>3,092.20</b>

Burial Authority	£ 540.00
GUFC use of Cheq Field	300.00
Loo of the Year refund	300.00
Rejected BACS payment	20.00
Duplicate payment repaid	1932.20
	<u>£ 3092.20</u>
CCLA PSDF	1.54
	<u>£ 3093.74</u>