

# Goudhurst Parish Council



## MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL

on Monday 14 March 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, Guy Sutton and Mrs Alison Webster.

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

Mrs Jill Andrew and Ms Vika Gallacher, residents of the Parish.

### APOLOGIES

347/21 Were accepted from Borough Cllr Dr Linda Hall (COVID).

### DISCLOSURES OF INTEREST

348/21 There were none.

### MINUTES OF THE LAST MEETING

349/21 It was **resolved** that the Minutes of the Parish Council meeting held on 14 February 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

350/21 *Ukrainian Refugees.* Mrs Jill Andrew briefed Council on her plans to set up a working group. The group will help families who have offered to host Ukraine refugees and refugees that arrive in the Parish.

Cllrs Mrs Alison Webster and Guy Sutton have agreed to join the working party to represent the Parish Council. Colin Samuell, Chair of the Old Surgery Patient Participation Group, will find a representative of the surgery and Mrs Ali Williams will provide 2 representatives from GK Church. Mrs Andrews would also like to find a representative from education.

Ms Vika Gallagher, a Ukraine national and Occupational Therapist specialising in mental health support and trauma addressed Council. Ms Gallagher explained that refugees would not only need practical support but support to deal with the trauma they had experienced and opportunities to meet with other Ukraine nationals to share their experiences. A proposal has been made to the Government to convert Blantyre House into a Community centre for refugees. Council **agreed** to support the working group.

### REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

351/21 Cllr David Knight reported:

*Garden Waste collection.* Collections will resume in the week commencing 21 March. This is following a renegotiation of the contract costing TWBC an additional £84,000.

*Mobile home in Smith's Lane.* Planning enforcement have visited the site and given the residents notice that they have 28 days to cease use or submit a planning application.

*Meanwhile use for Cinema site* – Meanwhile use of the former cinema site in Tunbridge Wells has been approved.

#### BUSINESS AND COMMUNICATIONS COMMITTEE

352/21 *Jubilee 2022*. Richard Vinton briefed Council on the confirmed plans for the Jubilee weekend. Mr Vinton is working with a designer to produce an 'invitation' listing all events which will be delivered to all homes in the Parish in April. Cllr Chris Ditton agreed to research the costing for mailing the invites. **Action: Cllr Chris Ditton.**

Mr Vinton raised the question of a possible Jubilee legacy. It was **agreed** that if a project was identified, organisers could be asked to donate a percentage of profits to the project.

A number of outstanding actions were identified;

to apply for an Alcohol licence for the event. **Action: Clerk & Mr Richard Vinton;**

to apply for the necessary road closures. **Action: Clerk;**

to arrange insurance cover. **Action: Mr Richard Vinton;**

to investigate centralised ticketing for events. **Action: Cllr Craig Broom.**

It was **agreed** to discuss fireworks for the Beacon lighting at the next meeting.

#### LOCAL GOVERNMENT BOUNDARY COMMISSION PROPOSALS.

353/21 The Chairman briefed council. At their recent meeting, there was a general consensus among members of the KALC area Committee that there was a misunderstanding over the impact of the changes. To maintain a system of electing by thirds, with the proposed reduction in councillor numbers, wards will need to be much larger with approximately 7000 voters in each. This may result in some parishes being split across wards and a fracturing of the link between the councillors and the community they serve. It was also felt that this would favour larger political parties who have the infrastructure to campaign in large multi-parish wards. There is an opportunity for TWBC to overturn the decision to maintain electing by thirds when the new council is established following the May elections. The change in the number of Councillors cannot be reversed. Council **agreed** that it wanted the opportunity to lobby the new TWBC on this issue. Council **resolved** to write again to the Local Government Boundary Commission expressing these concerns and delegated responsibility for this task to Cllrs Antony Harris and David Knight. **Action: Cllrs Antony Harris and David Knight**

#### WAR IN UKRAINE

354/21 Council **resolved** to endorse a statement from the political leadership of the Council of European Municipalities and Regions (CEMR), which strongly condemns the multiple attacks and violations of the territorial integrity and sovereignty of Ukraine.

#### REMOTE MEETINGS

355/21 It was **resolved** to support the ADSO and Lawyers in Local Government petition with regard to remote and hybrid meetings. It was further **resolved** to write again to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the law to allow councils the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures. It was **noted** that a letter had been sent to the minister and Greg Clark MP on 21 December 2021 but no reply had been received from the minister. Greg Clark MP has agreed to follow up with the minister and to report back to Council. **Action: Clerk**

#### CLERK'S REPORT

- 356/21 *Goudhurst Parish Council Strategic Plan.* It was **agreed** to postpone a discussion on the plan until the budget is agreed.
- 357/21 *The Hop Bine.* It was **resolved** to approve the increase in rental to £600pcm for the Hop Bine. It was noted that this amount includes utilities.
- 358/21 *Cyber Security.* It was **noted** that Council has signed up to an enhanced threat protection for all Council mailboxes. **Action: Clerk.**
- 359/21 *Training.* It was **noted** that the Clerk has begun her CiLCA qualification.

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

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

- 360/21 *Grounds Maintenance.* It was resolved to extend all expiring Grounds Maintenance Contracts for 12 months so that the tendering process can be completed. **Action: RFO**
- 361/21 *Loo of the Year Awards 2021.* It was **noted** that the public conveniences on Balcombes Hill have achieved the platinum grade again this year and that the Parish Council has received the 'Premier League' Local Authority award.

#### BURIAL AUTHORITY

- 362/21 There was nothing to report.

#### HIGHWAYS COMMITTEE

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

- 363/21 *EV Charging Points.* It was **noted** that use of the charging points has increased greatly since they were installed in 2019. Over the past six months, the electricity used has cost in the region of £2,000. It was further noted that the cost of electricity is due to rise sharply on 01 April 2022. It was **resolved** to turn off the electric charge points on Balcombes Hill after a 4 week notice period pending replacement with units that charge for the electricity used. The points will be switched off on 14 April 2022.
- 364/21 *A21 Safety Improvements.* It was **noted** that National Highways (formally Highways England) Officers will visit Kilndown on 21 March 2022 to discuss safety improvements to the A21.

#### PLANNING COMMITTEE

- 365/21 *Recent planning Applications;* Please see Appendix 1.

#### POLICY AND STAFFING COMMITTEE

- 366/21 *London Bridge Plan.* It was **resolved** to adopt council's new London Bridge Plan.
- 367/21 *National Salary Award 2021-22.* It was **agreed** to accept the National Joint Council for Local Government Services (NJC) increase in rates of pay for Clerks and other employees employed under the terms of the model contract. The increase is 1.75% payable from 01 April 2021. NALC Bulletin E01-22 refers.
- 368/21 *Grant to PWCAC.* It was **resolved** to make a grant of £250 to Paddock Wood Community Advice Centre. It was agreed that the Centre's services should be advertised in the Parish. **Action: Clerk.**
- 369/21 *Natural & Rural Communities Act 2006.* It was **noted** that the Chairman of the Amenities Committee and the Clerk will be meeting an advisor from the HWAONB to seek advice on the management of Council's green spaces.
- 370/21 *Parish Emergency Plan.* It was **agreed** to set up a working group to develop a plan for the Parish, led by Cllr David Knight. **Action: Cllr David Knight**

YOUTH AND HOUSING COMMITTEE

Chairman of the Youth and Housing Committee reported:

371/21 *Mary Days Garages*. It was noted that the final repairs at Mary Days garages are now complete. It was **resolved** to adopt the licence agreement for Mary Days garages. **Action: Clerk to produce and send out licences to those allocated a garage.**

ACCOUNTS

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

372/21 *Accounts for Council's March 2022 meeting:*

Receipts in February 2022:	
Burial Authority	£730.00
CCLA PSDF	£2.86
Reclaimed VAT	£12,115.95
Total:	<u>£12,848.81</u>

Payments in February 2022:	
UTB	£15,301.29
NatWest	0.00
CCLA	0.00
Total:	<u>£15,301.29</u>

Cash balances at Bank on 28 Feb 2022:	
UTB	£58,262.60
NatWest	£33,773.03
CCLA PSDF	£20,581.00
Total	<u>£112,616.63</u>

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 February 2022 follows as a supplementary page in Appendix 2.

ITEMS FOR INFORMATION

373/21 *Broadband*. It was noted that the DCMS has written to residents informing them that their vouchers are expiring. The Treasury has indicated that the DCMS needs to agree to extend the vouchers so that the build can go ahead.

NEXT PARISH COUNCIL MEETING

374/21 This will be held on Monday 11 April at 7.30 pm in Goudhurst Village Hall

The meeting closed at 21.25 hrs

Claire Reed, Clerk

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

### Recommendations and Decisions February 2022

Application	Address	Proposal	GPC	TWBC
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
21/04020	Little Combourne Farmhouse, Jarvis Lane	Erection of proposed greenhouse	Not discussed	Permitted
21/03554/LBC	Church House, High Street	Listed Building Consent: Replacing Garage doors		Permitted
21/02435	Land Adjacent To The Old Parsonage	Variation of Condition 2 (Approved Plans) of 19/00280/FULL - Plots 11 & 13 set at a lower level to plots 12 & 14 in order to respond to the site levels; Changes to the roof form of the apartment building; Changes to window positions of the apartment building; Changes to the internal configurations of plots 11-14	Approve	Permitted
21/04235	Smugley Farm, Bedgebury Road	Erection of two replacement dwellings with associated landscaping (amendments to planning permission 18/03451/FULL).	Approve: Goudhurst Parish Council request clarification around the use of the railway line as access to the dwellings as per application 18/03451 and would like to see this as a condition of planning permission.	
22/00074	Little Horden Cottage Husheath Hill	Proposed erection of single storey rear extension and new front porch, proposed weatherboard cladding to	Approve: The Committee felt the applicant should have the option to	

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

### Recommendations and Decisions February 2022

		existing elevations, and proposed erection of detached garage.	maintain the tiles, should they wish to do so.	
22/00058/LBC	Lamberts, Church Road	Listed Building Consent - Amendments to 20/02120/LBC for 'Single storey rear extension to the north elevation of the house ; Demolition of single storey rear addition; Erection of a brick garden wall; Install a partition wall to separate the kitchen from the utility room.'	Approve	
22/00063	Lamberts, Church Road	Variation of Condition 2 (Approved Plans) of 20/02119/FULL - Alterations to the appearance of window and door fenestration and the introduction of a solid north-west corner in place of a glazed corner.	Approve	
22/00289	Dunley Cottage, Ballards Hill	Removal of garden room and erection of new rear extension.	Approve: The extension balances the property and the Committee are happy to approve.	
22/00322	Grange Garden Cottage, Chequers Road	Erection of two storey side extension to west, erection of two storey extension to north. Alterations to Balcony. Addition of Solar Shading Component to the north, west and south elevations. Replacement of existing tile hanging with vertical timber cladding, rendering over existing brickwork. Addition of extra roof lights, removal of dormer to north, addition of dormer to south. Removal of existing garage. Erection of detached two storey garage. New additional access track onto B2079 (North Road) with alterations to existing driveway and associated parking and landscaping. Addition of outdoor pool.	<b>Defer to next meeting.</b> Is the Design and Access statement missing? Need clarity over what is proposed and to see the response from Highways. Highways have been consulted, deadline for comments is 04.03.22. Design and Access statement to be added to the portal asap.	

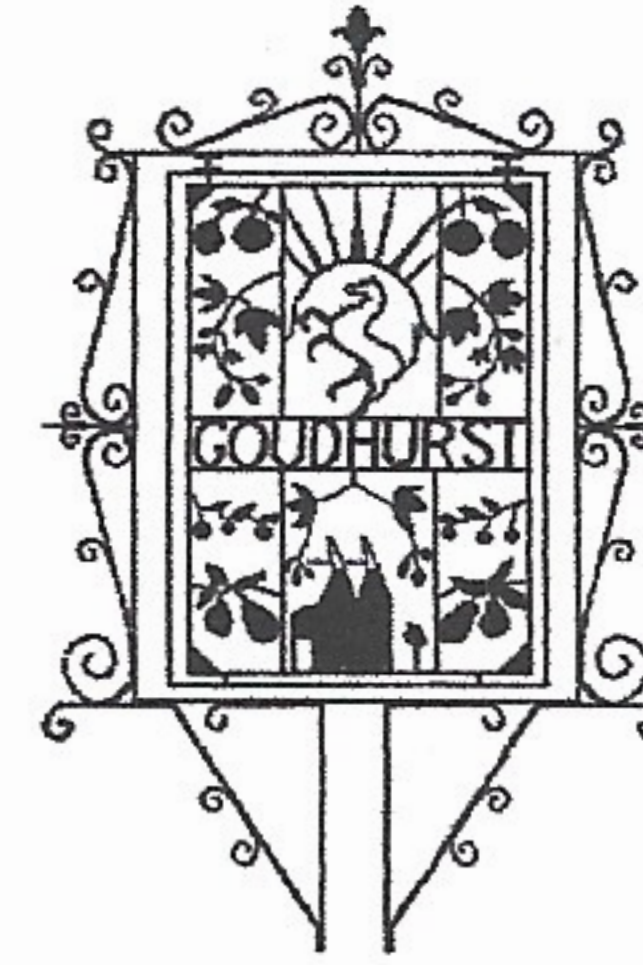
**Appendix 1 to Minutes of a Council Meeting held on 14 March 2022**

Recommendations and Decisions February 2022

21/03508	Permanden, Gore Lane	Stationing of a mobile home for ancillary purposes within the domestic curtilage.	Approve: Concerns are raised over the need for a driveway and the size of the driveway. The mobile home is located very close to the boundary of the neighboring dwelling with no landscaping proposed to give privacy. Permission should be conditional on the mobile home being removed when familial support for the residents at Permanden is no longer required.	
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# Goudhurst Parish Council



## FINANCE

**The Finance Officer's Report to Council on the February 2022 Accounts**  
**These figures will be presented to Council at the March 2022 Council meeting**

Receipts in Feb 2022:

Burial Authority	£730.00
CCLA PSDF	£2.86
Reclaim VAT	<u>£12,115.95</u>
Total	£12,848.81

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Total	£ 112,616.63

Council has submitted VAT reclaims of £10,677.48 for October 2020 to March 2021 and £10,080 for April to September 2021.

*AVBF* 04 Mar 2022

Anthony Farnfield  
Deputy Clerk & RFO



11:32

## Unity Trust Current A/c

Cash Received between 01/02/2022 and 28/02/2022

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
02/02/2022	Brown	BACS	Ashes interm PG1158 Brown	450.00
02/02/2022	HMRC VTR	BACS	VAT Reclaim Apr-Sep 2020	12,115.95
15/02/2022	JF Stoneworks	BACS	Memorial PG1158 Brown	280.00
			<b>Total Receipts</b>	<b>12,845.95</b>

Burial Authority

£ 730.00

VAT Reclaim

£ 12,115.95



## List of Payments made between 01/02/2022 and 28/02/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
09/02/2022	NEST	DD	228.18 ✓		GPC payment to Clerk's pension
09/02/2022	Lloyds Bank UTB	DD	25.49 ✓		Debit card items
15/02/2022	Capel Ground Care	U1083	1,541.68 ✓		Grounds maint contract Jan 22
15/02/2022	Tenterden Twilight Commercial	U1084	774.19 ✓		Cleaning contract Jan 22
15/02/2022	Microshade Business Consultant	U1085	226.28 ✓		Inv 15671
15/02/2022	Golden Hill Nurseries	U1086	36.40 ✓		Tree guard Queen's canopy
15/02/2022	Royal Brit Legion Industries	U1087	539.96 ✓		Queens Green Canopy plaques
15/02/2022	Laura Collins	U1088	96.00 ✓		Digitise Burial Records Jan
15/02/2022	Fernshire Tree Services	U1089	870.00 ✓		Lights by Chestnut G'hurst Pon
15/02/2022	Knockout Print Services	U1090	90.00 ✓		Parish Wall Map
15/02/2022	THE Wealden Group	U1091	216.00 ✓		G'hurst Neigh Plan public noti
15/02/2022	Tsohost	U1092	49.99 ✓		Standard SSL Certificate
15/02/2022	Tsohost	U1093	169.99 ✓		Wildcard SSL
15/02/2022	Envirocure Ltd	U1094	61.04 ✓		Cheq Pav Legionella Jan 22
15/02/2022	National Assoc Local Councils	U1095	51.71 ✓		Inv 2753703109
15/02/2022	CL Reed	U1096	1,902.41 ✓		Clerk salary Feb
15/02/2022	AVB Farnfield	U1097	2,389.42 ✓		Deputy Clerk salary Feb
15/02/2022	HM Revenue & Customs	U1098	1,773.04 ✓		PAYE NI Feb 22
17/02/2022	Arron Services Ltd	U1099	795.54 ✓		Replace Clerk Laptop Inv12367
17/02/2022	Mrs A Millward	U1100	114.00 ✓		Digitise Burial Records Jan
17/02/2022	EE	DD	12.54 ✓		Clerk's business SIM card
28/02/2022	Robert Hillier	U1101	400.00 ✓		Hop Bine rent Feb 22
28/02/2022	Tsohost	1102	169.99 ✓		Website costs
28/02/2022	Laura Collins	U1103	72.00 ✓		Burial records input
28/02/2022	Kilndown Millen'm Green	U1104	2,300.00 ✓		Grant for mowing 2022
28/02/2022	Action with Communities	U1105	90.00 ✓		Goud Par Cncl Memb'ship 2022
28/02/2022	VEOLIA Environmental Services	DD	164.09 ✓		Burial Grounds bin
28/02/2022	Infinity Technology Solutions	DD	141.35 ✓		Office phones and broadband
<b>Total Payments</b>			<b>15,301.29 ✓</b>		