

Goudhurst Parish Council



MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL

on Monday 13 June 2022 at 7.30pm in Goudhurst Village Hall

PARTICIPANTS

Councillors David Boniface, Craig Broom, Alan Foster, Antony Harris (Chairman), Phil Kirkby, David Knight, Barry Noakes, Mrs Caroline Richards, and Mrs Alison Webster.
Claire Reed, Clerk; Anthony Farnfield, Deputy Clerk & RFO and Mrs Panetta Horn, Finance Officer.

APOLOGIES

069/22 Were accepted from Cllrs Chris Ditton (family illness) and Guy Sutton (holiday).

DISCLOSURES OF INTEREST

070/22 There were none.

MINUTES OF THE LAST MEETING

071/22 It was **resolved** that the Minutes of the Annual Parish Council meeting held on 09 May 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

072/22 Mr Ted Bennett updated Council on the latest efforts of the Stonecrouch Community Road Safety Group who are campaigning for a speed reduction and safety improvements on the A21.

REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

073/22 There was no report from our County Member.

074/21 Borough Cllr David Knight reported:

New leadership of TWBC. Following the elections in May, a new partnership has been established to lead the council. The new Leader of the Borough Partnership Group and of the Council is Cllr Ben Chapelard, leader of the Liberal Democrat group. The Borough Partnership Group has set out its 5 priorities:

- Safeguarding finances,
- Vibrant and safer towns and villages,
- Carbon reduction,
- Genuinely affordable housing and social rental housing,
- Digital access, transparency and local democracy.

Co-working partner. TWBC has appointed a new co-working partner, Town Square spaces Ltd. The company will work with the borough council to develop a strategy for new co-working arrangements in the Town Hall.

Cabinet meetings. The new Borough Partnership Group is aiming to make council meetings more accessible to all in the borough and will now rotate cabinet meetings around the borough. The next meeting will be held in the Vestry Hall, Cranbrook on Thursday 23 June.

CHAIRMAN'S ANNOUNCEMENTS

075/21 **Council's Priorities for 2022-23.** The chairman expressed his desire for members to remain focussed for the rest of the term of this Council. It was agreed that a separate meeting should be held to consider and make a decision on council's priorities for the remainder of 2022-23. This will be held on Monday 04 July 2022 at 6.30pm in Goudhurst Village Hall. Following the agreement of priorities, the Finance Committee will meet on Tuesday 05 July at 6.30pm, also in the Village Hall.

CLERKS REPORT

076/22 **Work experience student.** A local student will be undertaking work experience at the Council offices for the first two weeks in July.

Clerk's Contract, discipline and grievance procedures. These are still waiting consideration and approval by the Staffing Committee. **Action: Staffing Committee**
Internal Audit 2021-22. This took place on Friday 10 June and we await the final report from the auditor. There will be an Extraordinary Council meeting on 21 June at 6.30pm to approve the AGAR. Thanks to Finance Officer Panetta Horn who ensured we were ready for the visit.

Platinum Jubilee celebrations. The celebrations were a great success. Council expressed their great thanks to Richard Vinton who has worked tirelessly over the past 6 months to pull it all together and to all the volunteers involved 'on the day'. At their meeting in April, Council agreed to the expenditure of £2,500 for expenses related to the celebrations plus an additional, unspecified, sum for fireworks. Minute 016/22 refers. It is expected that the final expenditure will be slightly over the agreed figure.

Casual Vacancy. Following the resignation of Cllr Jayne Russell in May, a casual vacancy arose. TWBC did not receive any requests for an election so Council is free to co-opt a new member. The Chairman has met and briefed four candidates. It was agreed that all (available) councillors will be involved in the selection process. It was further agreed that the candidates should be invited to make a five-minute presentation to Council who will then have the opportunity to ask questions.

Apologies. A reminder that, if a member isn't able to attend a meeting they are required to submit apologies to the Clerk ahead of the meeting to be approved by Council. Under the LGA 1972, s85 (1), if a member fails to attend any meetings for six consecutive months they automatically cease to be a member of the Council.

UK Shared Prosperity Fund (UKSPF). TWBC has been allocated funding for distribution over the next three years. A proposal to renovate Goudhurst Village Hall has been submitted to TWBC for consideration.

PAST MATTERS FOR REPORT ONLY:

AMENITIES COMMITTEE

077/22 Council received the minutes of the Amenities Committee meeting held on 24 May 2022.

078/22 **Legionella Control.** Council **noted** the delegated expenditure of £400 for an updated Legionella risk assessment.

BURIAL AUTHORITY

The Deputy Clerk reported:

- 079/22 **Revenue.** It was **noted** that the revenue target for 2021-22 had been met.
- 080/21 **Unauthorised items on graves.** It was noted that Clerks have sought legal advice on the removal of unauthorised items. The solicitor has confirmed that Council has the right to enforce the regulations at any time. Clerks will continue to contact all grave owners who are contravening the regulations asking them to remove the necessary items or face removal by Council's contractor. **Action: Clerks**
- 081/22 **Memorial Safety Testing.** Quotations for the works have been received and this item will be taken to the Finance Committee for a decision on whether funds will be allocated in the budget for this project. **Action: Deputy Clerk**

BUSINESS AND COMMUNICATIONS COMMITTEE

The Chairman of the Business & Communications Committee, Cllr David Knight reported:

- 082/22 **Goudhurst Open Day 2022.** Plans for the event on 16 July are well underway. Proposals have been received for changes in the way that this event and the Christmas shopping event are organised. It has been proposed that the spaces on the Plain used for stalls should be divided between village groups so that all organisations have the opportunity to fundraise. It was **agreed** that the proposals will be considered at Council's August meeting. **Action: Clerk**

HIGHWAYS COMMITTEE

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

- 083/22 **A21 Safety Improvements.** It was **noted** that a positive response to Council's letter of 10 May sent to Grant Shapps MP, Secretary of State for Transport had been received. The letter made four proposals for improvements to safety which have been addressed in the response. It was further **noted** that a new Stonecrouch Safety Group has been established, led by Mr Ted Bennett. The group has established a petition calling for a 40mph speed limit between Scotney and Flimwell crossroads on the A21. So far the petition has amassed 471 signatures.
- 084/22 **Closure of the A262.** Following minute 019/22. A letter has been sent to Kent Highways regarding the traffic disruption caused by the closure of the A262 in April. As yet no response has been received. **Action: Deputy Clerk to follow up**
- 085/22 **EV Charge points.** It was **noted** that Council are awaiting further quotations from additional suppliers. **Action: Clerk to follow up.**
- 086/22 **Highways Improvement Plan.** It was noted that there is a new proposal to downgrade the A262 to a B-road. Goudhurst Traffic Action Group have new information which may support the re-submission of the application. **Action: Highways Committee to consider the merits of a resubmission.**

PLANNING COMMITTEE

- 087/21 **Recent planning Applications;** Please see Appendix 1.

YOUTH AND HOUSING COMMITTEE

Chairman of the Youth and Housing Committee, Cllr Phil Kirkby, reported:

- 088/22 **Chequer Field pitch improvements.** Following minute 064/22. The chairman of the Youth & Housing Committee is awaiting a site meeting with Council's contractor. **Action: Clerk to follow up.**

089/22 **Renovation of the Chequer Pavilion.** Following minute 065/22. This project will be considered by the committee at their meeting on 14 June 2022 and a decision on next steps made. **Action: Youth & Housing Committee.**

RESOLUTIONS

090/22 It was **resolved** to delegate authority to standing committees as detailed in the relevant Terms of Reference, Financial Regulations and within agreed budgets.

091/22 It was **resolved** to accept the proposed changes to the maintenance schedule for St Mary's churchyard, the Victorian Cemetery and the Burial Grounds. The bank to the south side of St Mary's and the area without memorials in the south east corner of the Victorian Cemetery will now be mown annually in the autumn. The grass in the remainder of St Mary's churchyard will be mown higher to prevent scorching. It was agreed that these new arrangements should be communicated to the Parish via the e-newsletter. **Action: Clerk**

092/22 It was **resolved** to ask council's contractor to spray the weeds around the ashes tablets in the Burial Grounds and on the kerb stone enclosed memorials in the Victorian Cemetery only. It was further **resolved** to try and recruit volunteers to hand pull weeds next spring/summer to negate the need to use weed killer at all. **Action: Clerk via the e-newsletter.**

ACCOUNTS

The Finance Officer, Mrs Panetta Horn reported:

093/22 **Accounts for Council's June 2022 meeting:**

Receipts UTB in May 2022

Burial Authority	3,960.00
Goudhurst Football Club	<u>240.00</u>
Total	4,200.00

Payment in May 2022

UTB	30,734.96
Natwest	0.00
CCLA	<u>0.00</u>
Total	30,734.96

Cash Balances at Bank on 31st May 2022

UTB	139,205.33
Natwest	33,773.03
CCLA PSDF	<u>20,594.43</u>
Total	193,572.79

A complete list of all receipts and payments made by Council in May 2022 follows as a supplementary page in Appendix 2.

094/22 Minute 067/22 refers. It was **noted** that the agreed transfer of funds from Council's current account to CCLA will be undertaken with the authorisation of expenditure this week.

095/22 Minute 068/22 refers. It was further **noted** that Standing orders have been established for contractors who have fixed payments.

ITEMS FOR INFORMATION

096/22 There were none.

NEXT PARISH COUNCIL MEETING

097/22 Parish Council Meeting, Monday 11 July at 7.30 pm in Goudhurst Village Hall

The meeting closed at 21.30 hrs

Claire Reed
Clerk

Appendix 1 to Minutes of a Council Meeting held on 13 June 2022

Recommendations and Decisions May 2022

Application	Address	Proposal	GPC	TWBC
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.	Permitted
22/00252	Garden View, North Road	Replacement of the existing double garage door with 2 x Anthracite UPVC Opaque Glazing Panels, 1 x Anthracite UPVC Door, studwork and cladding to close remaining opening and change of use from garage to playroom / study / gym.	Approve. The Committee expressed concern over the loss of storage on what is a large site.	Permitted
22/00653	Byways, Curtisden Green Lane	Erection of infill extension to the rear of the property and provision of a roof dormer to rear elevation. Rear ground floor extension, addition of dormer to rear of property, addition of sky lights to roof of property, door added to side of property,	Approve subject to volume rules	Permitted
22/00937	High Views , Ballards Hill	Proposed swimming pool, additional landscaping around proposed works	Approve. The site is far from adjoining properties such that noise should not be a problem.	Permitted
22/01027/LBC	Marlingate Farmhouse , Bedgebury Road	Listed Building Consent - Erection of single storey extension, internal alterations to the ground, first and second floor, including insulating the roof and the installation of 5 conservation rooflights to the main roof.	Approve	Permitted

Appendix 1 to Minutes of a Council Meeting held on 13 June 2022

Recommendations and Decisions May 2022

22/01019	Myrtle Cottage , Round Green Lane	Alterations to external fenestrations and minor roof alterations.	Approve	
22/00894	Lodge Nursery , Lidwells Lane	Conversion of outbuilding to 3 bedroom residential dwelling.	Approve	
22/01066	The Mobile Home At Crowbourne Orchard, Smiths Lane.	Change of use of the land for the accommodation of 1 Gypsy / Traveller Family, with static home, day room, stables and touring caravan.		
22/01109	Lodge Nursery , Lidwells Lane	Demolition of 3 bedroom dwelling, replacement with 4 bedroom dwelling with associated landscaping.	Approve subject to agreement of the conservation officer and conditional on the replacement dwelling being sustainable, energy efficient and not relying on the use of fossil fuels. Goudhurst Neighbourhood Development Plan policy D3.	
22/01195	The Barn, London Road, Flimwell	Change of use of a part of an existing agricultural storage barn adjacent to the brewery to mixed use for brewery storage and packaging area. The addition of a second flue adjacent to existing flue for the extraction of exhaust gases from the water heating boiler required for the operation of the upgraded brewery equipment in the existing brewery.	Approve	
22/01113	Stone Villa , Church Road, Kilndown	Erection of detached two bay garage and store.	Approve	

Appendix 1 to Minutes of a Council Meeting held on 13 June 2022

Recommendations and Decisions May 2022

22/00913/LBC	Hunts Cottage, 1 Hunts Lane	Replacement of existing timber window due to damage caused by rot	Approve subject to the agreement of the conservation officer.	
22/01354	School Cottage , Rogers Rough Road	Installation of 5 x white timber windows	Approve. Although there were concerns that the visual appearance of the windows cited as examples did not match the design representation in the design statement. Our approval is contingent on the design being equivalent to the current installation and is subject to the agreement of the conservation officer.	

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Bank Reconciliation up to 01/06/2022 for Cashbook No 4 - Unity Trust Current A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
03/05/2022	DD	62.00		62.00		R ■	TWBC
03/05/2022	BACS	720.00		720.00		R ■	Rialtas Business Solutions
03/05/2022	BACS	216.00		216.00		R ■	Ann Millward
03/05/2022	BACS	30.00		30.00		R ■	Ian Butler
03/05/2022	BACS	119.47		119.47		R ■	Risebridge Health and Fitness
03/05/2022	BACS	192.00		192.00		R ■	Laura Collins
03/05/2022	BACS	1,212.94		1,212.94		R ■	Kent Assoc of Local Councils
03/05/2022	BACS	415.25		415.25		R ■	Richard Greenaway
03/05/2022	BACS	299.90		299.90		R ■	Claire Reed
03/05/2022	BACS	43.17		43.17		R ■	Nisbets
03/05/2022	BACS	72.88		72.88		R ■	Lloyds Multicard
03/05/2022	BACS	780.00		780.00		R ■	Panetta Horn
03/05/2022	BACS	2,087.31		2,087.31		R ■	GroundsCare & General Services
03/05/2022	BACS	95.00		95.00		R ■	Access Lock and Safe
03/05/2022	BACS	236.88		236.88		R ■	B&K Electrical
04/05/2022			240.00	240.00		R ■	Receipt(s) Banked
04/05/2022			225.00	225.00		R ■	Receipt(s) Banked
05/05/2022	DD	233.17		233.17		R ■	Nest
09/05/2022	DD	116.95		116.95		R ■	Southern Electric
10/05/2022			1,150.00	1,150.00		R ■	Receipt(s) Banked
12/05/2022	DD	570.88		570.88		R ■	Southern Electric
12/05/2022			575.00	575.00		R ■	Receipt(s) Banked
13/05/2022			140.00	140.00		R ■	Receipt(s) Banked
13/05/2022			140.00	140.00		R ■	Receipt(s) Banked
16/05/2022			725.00	725.00		R ■	Receipt(s) Banked
17/05/2022	BACS	250.00		250.00		R ■	PWCAC
17/05/2022	BACS	460.00		460.00		R ■	John Fermor
17/05/2022	BACS	1,739.12		1,739.12		R ■	Capel Ground Care
17/05/2022	BACS	342.00		342.00		R ■	Capel Ground Care
17/05/2022	BACS	32.00		32.00		R ■	Richard Greenaway
17/05/2022	BACS	300.00		300.00		R ■	m:power accounting
17/05/2022	BACS	180.00		180.00		R ■	Pearson's Landscapes
17/05/2022	BACS	48.70		48.70		R ■	Tunbridge Wells Borough Council
17/05/2022	BACS	563.51		563.51		R ■	Tenterden Twilight Commercial
17/05/2022	BACS	1,022.40		1,022.40		R ■	HFF Construction Ltd
17/05/2022	BACS	1,063.77		1,063.77		R ■	Glasdon UK Ltd
17/05/2022	BACS	410.00		410.00		R ■	SLCC Enterprises Ltd
17/05/2022	BACS	56.70		56.70		R ■	Goudhurst Village Hall
17/05/2022	BACS	3,509.75		3,509.75		R ■	Goudhurst Parish Hall
17/05/2022	BACS	1,389.22		1,389.22		R ■	Anthony Farnfield
17/05/2022	BACS	1,232.00		1,232.00		R ■	Pure Media
17/05/2022	BACS	273.48		273.48		R ■	Ruffles
17/05/2022	BACS	54.00		54.00		R ■	SLCC Enterprises Ltd
17/05/2022	BACS	350.78		350.78		R ■	Glasdon UK Ltd
17/05/2022	DD	13.70		13.70		R ■	EE
24/05/2022			725.00	725.00		R ■	Receipt(s) Banked
25/05/2022	BACS	1,909.96		1,909.96		R ■	Claire Reed
25/05/2022	BACS	1,422.78		1,422.78		R ■	HMRC

Date: 07/06/2022

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Bank Reconciliation up to 01/06/2022 for Cashbook No 4 - Unity Trust Current A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
27/05/2022			140.00	140.00		R <input type="checkbox"/>	Receipt(s) Banked
27/05/2022			140.00	140.00		R <input type="checkbox"/>	Receipt(s) Banked
30/05/2022	BACS	4,152.00		4,152.00		R <input type="checkbox"/>	Insignia
30/05/2022	DD	151.92		151.92		R <input type="checkbox"/>	VEOLIA Environmental Services
30/05/2022	BACS	35.96		35.96		R <input type="checkbox"/>	GF McNaughton
30/05/2022	BACS	96.00		96.00		R <input type="checkbox"/>	laura collins
30/05/2022	BACS	88.90		88.90		R <input type="checkbox"/>	CL Reed
30/05/2022	BACS	787.50		787.50		R <input type="checkbox"/>	Panetta Horn
30/05/2022	BACS	600.00		600.00		R <input type="checkbox"/>	Robert Hillier
30/05/2022	BACS	106.60		106.60		R <input type="checkbox"/>	Envirocure Ltd
30/05/2022	BACS	270.00		270.00		R <input type="checkbox"/>	SLCC Enterprises Ltd
30/05/2022	BACS	-60.00		-60.00		R <input type="checkbox"/>	Kent Assoc of Local Councils
31/05/2022	DD	233.17		233.17		R <input type="checkbox"/>	NEST
31/05/2022	DD	145.24		145.24		R <input type="checkbox"/>	Infinity Technology Solutions
		<u>30,734.96</u>	<u>4,200.00</u>				