

# Goudhurst Parish Council



## MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL at The Jessel Room in Goudhurst Parish Hall on Monday 08 July 2019 at 7.30 pm

**PRESENT:** Councillors Antony Harris (Chairman), David Boniface, Craig Broom, Christopher Ditton, Alan Foster, Philip Kirkby, David Knight, Barry Noakes Mrs Jayne Russell and Guy Sutton.  
County Cllr Seán Holden until 7.45 pm. 1 Member of the Public until approximately 8.00 pm

### APOLOGIES FOR ABSENCE

113/19 were accepted from Cllrs Mrs Caroline Richards and Peter Wood.

### DISCLOSURES OF INTEREST

114/19 None were declared.

### MINUTES OF THE LAST MEETING

- 115/19 Chairman of the Highways Committee pointed out that part of his report had not been included in Council's Minutes of 10 June 2019. It was agreed that the text in question will be included in Council's Minutes of 08 July under the Highways Committee section.
- 116/19 Chairman of the Highways Committee queried the reference in Minute 077/19 to the Youth Committee taking certain follow up action. It was agreed that this particular matter will be taken forward for action by the Amenities Committee.
- 117/19 Queries relating to the Minutes. It was **resolved** that Councillors who have queries about Council's Minutes should try to raise them with the Clerk prior to the meeting at which the Minutes will be signed off as a true record.
- 118/19 It was **resolved** that the Minutes of the Parish Council meeting held on 10 June 2019, copies of which had been previously distributed to Members, be signed by the Chairman as a correct record.

### REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

- 119/19 County Cllr Seán Holden briefed Council on the A268 Hawkhurst to Rye road closure being reduced from 11 weeks to 5 weeks so that SGN Gas can relay pipes. He is also asking KCC why there has been a 44% increase in road closures across the County in the past 3 years. Is this necessary?
- Borough Cllr Barry Noakes understands that the New Town Hall project will be decided by the full Council rather than by the Council's Cabinet. He believes that £10.6 million has been committed to the project so far.
- There was no report from Borough Cllr Dr Linda Hall.

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

Mrs Anna Weeks addressed Council to request again that a Duck House be established on Goudhurst Pond. She has a connection with Goudhurst Village Pre-School. She and her husband are willing cover the full cost of the purchase of the Duck House and its ongoing

maintenance. Council **noted** that an identical request had been refused by Council (Minute 005/19 of 08 April 2019). Councillors were concerned on Health & Safety issues about Mrs Weeks or her husband wading into the Pond. Council thanked Mrs Weeks for putting here case so comprehensively and the matter will be referred to the Amenities Committee where the matter will be reviewed afresh.

#### **APPOINTMENTS TO COMMITTEES AND OTHER APPOINTMENTS**

120/19 Following Minute 075/19, it was **resolved** to agree the appointments to Council's Committees and external appointments as presented at this meeting. The Clerk will produce the final list for distribution and approval by Members when all roles have been agreed and Committee meeting dates adjusted.

#### **AMENITIES COMMITTEE**

121/19 The Chairman of the Amenities Committee indicated that he had no matters needing a decision by Council.

#### **BUSINESS AND COMMUNICATIONS COMMITTEE**

The Chairman of this Committee briefed Council.

122/19 Following Minute 093/19, Council will produce an updated and refreshed Terms of Reference for the Committee and Cllr Broom will liaise with the Clerk to establish a schedule of meetings to be held in the Jessel Room. Meetings will probably not be on 'First Friday' each month in the morning as this time seems unlikely to promote good attendance.

123/19 *Broadband*. Following Minute 094/19, the Committee will engage with those local contacts and wider agents on Broadband matters.

#### **CENTRAL GOUDHURST (TRAFFIC AND PARKING) COMMITTEE**

The Chairman of this Committee briefed Council.

124/19 Following Minute 097/19, it was noted that the Goudhurst Social Club Committee is likely to change their current policy to one which may allow limited parking in the Club's car park;

125/19 Following Minute 098/19, the Chairman is in touch with senior officers at TWBC to ensure that the Planning Application (19/00280) on the Land adjacent to the Old Parsonage includes an element of extra parking in that area;

#### **HIGHWAYS COMMITTEE**

126/19 The Chairman of the Highways Committee reported. Following Minute 099/19 that a response had been received on 06 June from Fiona Paine, KCC Schemes Project Manager, in response to our questions regarding her proposed parking restrictions in central Goudhurst. Her reply confirmed that Goudhurst High Street and West Road would qualify for 50mm wide, primrose yellow lines rather than the standard 100mm wide pure yellow lines due to these roads being in the conservation area. A further important point was that the widely recognised status of the 'pavement' areas on the High Street as shared pedestrian/traffic areas were, according to KCC and TWBC records, footway and not shared. Technically there should be no parking or driving on these areas. We are asked to provide KCC with any documentary evidence we can find relevant to this issue.

127/19 *A21 Traffic issues*. It was **resolved** that the Parish Council will deal with the correspondence with Highways England and other outside bodies as this is likely to be more effective than if individuals write.

128/19 *Iden Green (Goudhurst) to be registered as a Village*. It was **resolved** that the Clerk investigate the procedures as to how this might be achieved and the wider implications thereof whilst **noting** that Cllr Peter Wood has carried out some investigations on this already.

129/19 *The Goudhurst Traffic Action Group (GTAG)*. It was **noted** that GTAG is keen to work with the Parish Council on local traffic matters and the Parish Council will keep them informed of any significant developments. It was **noted** that it seems that most information flows between GTAG members by social media.

- 130/19 *Speed limit reductions on A262 Station Road and Cranbrook Road.* It was **resolved** that the Clerk will follow up with Schemes Project Manager, Kent Highways on point 4b on page 5 of the Highways Committee meeting on 25 June 2019 relating to the positioning of equipment to measure speed and traffic volumes.
- 131/19 *Verge Cutting on A262 Station Road.* Highways Committee **noted** that has not been done very well by Kent Highways. The Clerk, who has already engaged a contractor at Council's cost to mow the verges in question monthly, will follow up bearing in mind that it is the growing season and our contractor is known to be very busy.
- 132/19 *SID (Speed Indicator Device) for Church Road Kilndown.* It was **noted** that, following comments from local residents, Kilndown Parish Ward Councillors asked that Council considers the introduction of a SID at Kilndown. This project will need to be considered for Council's 2020/21 expenditure budget and in any event data on traffic speed in Kilndown would need to be collected and advice from Kent Highways considered.

#### **YOUTH COMMITTEE**

- 133/19 *Back Lane Play Area Routine Inspections.* It was **resolved** to contract Mr Peter Bamford RPII of Capel Groundcare at £40 per month to carry out the necessary inspections and keeping of records according to professional standards on behalf of the Parish Council. This will be an additional element to his Grounds Maintenance contract.
- 134/19 *Goudhurst Village Pre-School Garden.* It was **noted** that the Pre-School has submitted a request to double the size of their garden which is situated close to the Church Room at the top of the lower Glebe. Whilst acknowledging the benefits to the children attending the Pre-School there are implications that need to be checked against Council's lease with the Diocese of Canterbury. The Clerk will pass a copy of the lease to Cllr Guy Sutton and the Vicar of St Mary's should be involved in any decision making.
- 135/19 *Back Lane Play Area.* Having reviewed the situation carefully and listened to the users, it was **resolved** not to make any changes to the size of the Play Area

#### **PLANNING COMMITTEE**

Council **noted** the following Decisions from TWBC published in June 2019:

##### **136/19 DECISIONS**

- 18/03043 Telecommunications Mast (Vodafone) Jarvis Lane Goudhurst  
Extension of hard surfaced area occupied by phone mast in connection with woodland management at Cherry Gardens Farm  
Refused permission
- 19/00419 Barns at New Finchurst Farm Summerhill Goudhurst  
Minor Material Amendment in relation to 16/07834/FUL – Revised ridge beam location and change in proposed roof (partial) material  
Granted permission
- 19/00666 1 Church Cottages Church Road Kilndown  
Addition of rear dormer window and replacement first floor window  
Granted permission
- 19/00872 Riseden House Riseden Goudhurst  
Proposed two storey rear extension (Roof alterations to approved scheme 18/02382/FUL)  
Granted permission
- 19/01146 Bockingfold Oast Ladham Road Goudhurst  
Erection of a single storey extension, replacement windows to north and south elevations, plus new front and utility room doors  
Granted permission

137/19 **APPLICATIONS** considered by the Parish Council Planning Committee in June 2019 with the representations here approved by Council:

- 19/00980 10 Flimwell Close Flimwell  
Loft conversion with rear dormer extension and 2 front roof lights

- 19/01316 Recommend approval  
Negligible increase in volume, minimal impact on neighbours or AONB.  
2 Brick Kiln Cottages Park Lane Goudhurst  
Erection of a double garage  
Recommend approval  
A modest rural structure which will have minimal impact on the locality or AONB and can not readily be put to alternative uses..
- 19/01335 Stable Cottage Cranbrook Road Goudhurst  
Proposed two storey rear extension. Adjustments to existing fenestration. Proposed entrance porch  
Recommend approval  
At this very well screened (particularly in summer) location this proposal will have minimal impact on the locality or the AONB. Subject to the volume increase complying with policy Goudhurst Parish Council is content that approval is granted.
- 19/00949 Land to the west of Cherry Gardens Jarvis Lane Goudhurst  
Alterations and extension to existing barns to convert into a single dwelling  
Recommend refusal  
Goudhurst Parish Council believes that the correct address for this application should be Wagtail Farm (see previous planning applications on this land).  
There are too many discrepancies in the plans accompanying the application.  
There is a Public Right of Way (WC20 poorly maintained by the landowner) not shown on the plans which runs hard up against the large barn which is the subject to conversion.  
The access routes are incorrect on the plans.  
The barn subject to conversion is described as a mid 20 century building but local knowledge is that it is hardly 10 years old.  
The buildings originally formed part of the farm land owned by the Grade II listed Cherry Trees. Subsequently, the land on which the buildings stand was then named Wagtail Farm and was, in Goudhurst Parish Council's opinion, never anything more than a small holding not connected to Cherry Gardens Farm.  
Goudhurst Parish Council agrees with the 2 points needing clarification as commented on by the Planning Officer.  
Planning Officer may consider to referring to planning application 10/02234 et seq for further information.
- 19/00995 Station Villa Station Road Goudhurst  
Demolition of an existing conservatory and replacement with a two storey side extension, single storey rear and side extension  
Recommend approval  
Subject to the volume increase complying with policy Goudhurst Parish Council (GPC) is content that approval is granted. However, GPC would be concerned if the approval of this application leads to further vehicle movements in and out on the A262 Station Road where the sight lines are not good.
- 19/01454 20 Lurkins Rise Goudhurst  
Two storey side and rear extensions with single storey element  
Recommend refusal  
Goudhurst Parish Council considers that the proposal spoils the visual harmony and symmetry of the row of semi-detached dwellings along this part of Lurkins Rise. There are perceived issues of the subsequent size, mass and scale. If approved, the only access to the rear garden of the property is through the front door.

#### **GOUDHURST PARISH NEIGHBOURHOOD DEVELOPMENT PLAN**

- 138/19 Following Minute 104/19. It was **noted** that the draft plan had been passed to IPE for return to Council by the end of July 2019.

## GDPR

- 139/19 The Clerk reported that Council is applying good GDPR procedures e.g. all Members have @goudhurst.co.uk e-mail addresses. It was **resolved** not to take a further annual contract with GDPR-info but Council could consult with them ad-hoc if the need arises.

## TRAINING

- 140/19 The Clerk highlighted training opportunities for both Councillors and the Clerks. Currently 5 Members are to attend the KALC Dynamic Councillors Courses that are scheduled up to the end of Calendar 2019.
- 141/19 It was **noted** that both the Clerk and our newly recruited Assistant Clerk have indicated that they are keen to obtain the SLCC Certificate in Local Council Administration, a qualification that is also open to Councillors.

## POLICY & STAFF COMMITTEE

- 142/19 *Recruitment of an Assistant Clerk (Clerk designate)* in a part time role. Following Minute 108/19. It was **resolved** to offer a part time contract at 18 hours a week to Mrs Claire Reed on a salary base of £28k annum pro rata. Her start date is to be agreed with Mrs Reed.
- 143/19 *Hop Pickers Line Heritage Group*. It was **resolved** that Cllr David Boniface and Mrs Susan Newsam will represent Council on the Heritage Group until further notice.
- 144/19 *Webmaster*. The Clerk briefed Council on the administration of Members' @goudhurst.co.uk mailing addresses which are essential that Members use on Council's business. However, our Webmaster has given notice that he no longer wishes to carry out this task beyond 31 March 2020. It was **agreed** that the Clerk will investigate alternative sources that will be willing to provide such services. However, our Webmaster is happy to continue to provide website services on an annual contract basis, a role that he has carried out for us so successfully over the past 20 years or so.

## ACCOUNTS

145/19 It was **resolved** unanimously that the following payments be made:

4695	RJ&L Hillier	The Hop Bine rent July 19	£400.00
DD	TWBC	NNDR Public Conveniences July 19	£104.00
4696	AVB Farnfield	Clerk's Pay & expenses June 19	£2,449.88
4697	HM Revenue & Customs	Clerk PAYE & NI Jun 19	£852.67
4698	Groundscare & General Services	St Mary's maint contract Jun 19	£3,307.92
4699	Capel Groundcare	Chequer Field etc grounds maint Jun 19	£1,563.72
4700	John Fermor Landscapes	Christ Church & Quarry Pond maint Jun	£400.00
4701	Pearsons Landscapes	The Plain grounds maint Jun	£111.60
4702	Microshade Business Consult	Citrix Inv 12020	£61.14
4703	Tenterden Twilight	Premises Cleaning contracts Jun	£761.45
4704	Arron Services (pay AVBF)	Computer support	£66.00
4705	Infinity Technology Solutions	Office phones & broadband contract	£133.96
4706	Living Forest Ltd	Tree survey Nov 18	£285.60
4707	Hurstway Construction	Litter Bin Back Lane	£282.29
4708	SLCC Enterprises Ltd	Clerk Training Seminar Jun 19	£96.00
4709	KALC	Dynamic Cllr training Cllr Ditton	£60.00
4710	KALC	Dynamic Cllr training Cllr Mrs Russell	£60.00
4711	KALC	Dynamic Cllr training Cllr Broom	£60.00
4712	KALC	Dynamic Cllr training Cllr Knight	£60.00
4713	Kent County Playing Fields	Council membership 2019	£20.00
4714	SLCC Enterprises	Reference books - training	£73.96
4715	1 <sup>st</sup> Goudhurst Scout Group	Grant for Scouts tents replace	£597.00
4716	1 <sup>st</sup> Goudhurst Scout Group	Parish Council pitch at Fete	£25.00
DD	Information Commissioner	Annual registration fee	£35.00
DD	South East Water	Chequer Field pavilion water Jan-Jun	130.64
DD	E.on UK plc	Plain street light + K'down kiosk energy	£23.75

DD	Veolia Environmental Services	Burial Grounds bin Jun 19	£147.96
DD	Unity Trust Bank	Service charge Jun 19	£18.15

146/19 *Receipts in Jun 2019*

Burial Board	£1,700.00
Fishing Club subscriptions	£15.00
NatWest Business Reserve interest	£9.76
CCLA dividend	£13.86

147/19 *Bank reconciliation. Resolved* to accept the Clerk's explanation of the reconciliation of accounts to the end of June 2019 and **noted** that Council's cash book balance was:

Nat West Current a/c	£14,614.65	
Nat West Business Reserve	£0	a/c closed & transferred to UTB
Unity Trust Bank current a/c	£64,100.51	
CCLA Public Sector Deposit Fund	<u>£20,420.95</u>	
	£107,239.64	

148/19 *Statement of Receipts and Payments against budget for April to July 2019.* No queries were raised and Members **noted** that there were no significant unexplained variances from Budget.

**NEXT PARISH COUNCIL MEETING**

148/19 12 August 2019. Parish Council Meeting in the Quarry Centre, Kilndown. 7.30 pm.

The meeting closed at 9.30 pm

Anthony Farnfield, Clerk

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