

Goudhurst Parish Council



MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL at The Jessel Room in Goudhurst Parish Hall on Monday 10 February 2020 at 7.30 pm

PRESENT: Councillors Antony Harris (Chairman), David Boniface, Craig Broom, Chris Ditton, Alan Foster, Philip Kirkby, David Knight, Barry Noakes, Mrs Caroline Richards and Mrs Jayne Russell.

Also: Anthony Farnfield, Clerk and Mrs Claire Reed, Assistant Clerk.

APOLOGIES FOR ABSENCE

371/19 Cllrs Guy Sutton and Peter Wood.

DISCLOSURES OF INTEREST

372/19 Cllr Chris Ditton declared an interest in discussions relating to repairs to the guttering on the Chequer Field Pavilion.

MINUTES OF THE LAST MEETING

373/19 It was **resolved** that the Minutes of the Parish Council meeting held on 13 January 2020, 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

374/19 There were none.

REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

375/19 A report from Cllr Dr Linda Hall was received and distributed to some councillors prior to the meeting. It was **noted** that Cllr Dr Hall was unable to attend Monday meetings and therefore Borough Cllr Barry Noakes makes a report on behalf of both the Borough councillors. No report was received from County Cllr Seán Holden.

AMENITIES COMMITTEE

376/19 *Tree Works:* It was **resolved** to accept the revised quote of £1743.09 from The Living Forest to complete tree works as detailed in the Tree Safety Survey Report completed in February 2019.

377/19 *Fencing at the Plain:* It was **resolved** to accept the quotation from Tate & Tonbridge Fencing of £1,199.68 to extend the fencing around the Pond on the Plain and £240.00 for the painting of the posts.

378/19 *Chequer Field Pavilion:* It was **noted** that the guttering on the pavilion will be replaced by Hurstway at a cost of £475.00 under delegated authority.

379/19 *Quarry Pond:* It was **resolved** to accept the quotations from PondLife of £334.80 to pump excess water from the Quarry Pond and £266.00 to replace grids on the overflow trap.

380/19 It was **resolved** to approve expenditure of up to £500 for the purchase of a wooden sign for the Village Green subject to budget.

381/19 *Balcombes Hill Toilets:* It was **noted** that the Clerks will write to Southern Water regarding the recurrent blocking of the drains at the Balcombes Hill public toilets. **Action: Clerks**

BUSINESS AND COMMUNICATIONS COMMITTEE

- 382/19 *Email and Website Host:* The Chairman of the Committee briefed members on the progress of appointing a new email and website host. It was **noted** that the Clerk had applied to the Cabinet Office for the use of the 'goudhurst.gov.uk' domain name.
- 383/19 *Communications Plan:* It was **noted** that Council awaits a date from consultant Mr Jim Boot to facilitate discussions on the Council's Communications Plan. **Action: Cllr Craig Broom to follow up with Mr Boot.**

FOOTPATHS COMMITTEE

- 384/19 *Maintenance Contractor:* It was **noted** that a contractor is needed to help maintain the Footpaths and Public Rights of Way (PROW) in the Parish and that a contractor specification is being drawn up. It was **agreed** landowners should be reminded of their legal obligations to keep Footpaths and PROWs clear. **Action: Clerks**
- 385/19 *QR Codes:* It was **noted** that the Chairman of the Committee has arranged to meet with Cllrs Craig Broom and David Knight to investigate the use of QR codes for Footpath information. **Action: Cllrs Mrs Richards, Broom and Knight.**

HIGHWAYS COMMITTEE

- 386/19 *Highways Improvement Plan:* It was **noted** that the Chairman and Vice Chairman of the Highways Committee will meet with Christopher Koningen of Kent Highways to discuss the Parish Highways Improvement Plan in early March.

TRAFFIC & PARKING COMMITTEE

The Chairman of the Goudhurst Central Traffic & Parking Committee reported:

- 387/19 *Additional Parking:* It was **noted** that the meeting between Cllr Antony Harris and the developer of the Old Parsonage Site had been postponed until 13 February 2020. It was further **noted** that the parking survey of households and businesses in the centre of the village had started with most of the properties on the High Street being visited. It was **agreed** that members of the Council would each take a section of the village to survey. **Action: Councillors.**

YOUTH COMMITTEE

The Chairman of the Youth Committee reported:

- 388/19 *Back Lane Play Area:* It was **noted** that fundraising has started and that some monies have already been deposited into the Parish Council NatWest account. A number of letters calling for donations have been sent to individuals within the Parish and more are still to be sent out. The fundraising page is live and some donations have been received. **Action: Clerks to continue to send out letters to individuals.**

PLANNING COMMITTEE

- 389/19 Council **noted** the following decisions from TWBC published in January 2020:

Year	number	Address	GPC	TWBC	Decision
19	03342	Peacock Inn, Cranbrook Road	Approve	Granted	16.01.20
19	03351	Marlingate Oast House, Bedgebury Road	Approve	Granted	27.01.20
19	00949	Wagtail Farm, Jarvis Lane,	Refuse - Inaccurate App	Granted	29.01.20
18	03613	The Mobile Home At Crowbourne Orchard	Refuse - Traveller issue	Granted	31.01.20

- 390/19 *Assets of Community Value – ACV:* It was **resolved** not to designate any areas of the Parish as ACV.

NEIGHBOURHOOD DEVELOPMENT PLAN

391/19 It was **noted** that the plan is now awaiting action by Tunbridge Wells Borough Council on a further consultation.

CLERK'S REPORT

392/19 *CCTV*: It was **noted** that the CCTV installer would be meeting with interested councillors and the Assistant Clerk on 11 February to demonstrate how to access the information stored on the system that covers Goudhurst High Street and the Public Toilets.

393/19 *Payroll services*: It was **resolved** to appoint m:power accounting as the payroll administrator at a cost of £120 per annum for two employees. **Action: The Clerk.**

TRAINING

394/19 It was **noted** that Assistant Clerk, Mrs Claire Reed, will attend the postponed Legionella Training Course on 18 February and a KALC Burial Law training course on 19 February 2020.

ACCOUNTS

395/19 It was **resolved** unanimously that the following payments be made:

U190	AVB Farnfield	Clerk's pay & allowances	£2,308.13
U191	HM Revenue & Customs	Clerk PAYE & NI	£852.87
U192	HM Revenue & Customs	Underpayment PAYE & NI	£780.82
U193	RJ & L Hillier	Hop Bine Rent Feb 20	£400.00
U194	Capel Ground Care	Grounds maint contracts	£1,374.72
U195	Tenterden Twilight	Cleaning Contract Jan 20	£687.76
U196	Pearson's Landscapes	The Plain grounds maint Jan	£111.60
U197	Microshade Business Consultant	Citrix Inv 12740	£136.68
U198	Paul & Eileen Landon	War Memorial garden maint	£50.00
U199	Matta Products	Play area tiles	£348.00
U200	The Living Forest Ltd	St Mary's Tree maintenance	£540.31
U201	Viking Payments	Stationery	£186.83
U202	B&K Electrical Contractors	Chequer pavilion 5 year inspection	£577.94
U203	PHS Group	Toilet block maintenance contract	£52.38
U204	CL Reed	Asst Clerk pay & allowances Feb	£1,041.87
U205	HM Revenue & Customs	Asst Clerk PAYE & NI Feb	£135.19
DD	NEST	CL Reed NEST Employer contribution Jan	£34.66
DD	NEST	CL Reed NEST Member contribution	£46.22
U206	Paddock Wood TC	Asst Clerk training	£54.00
U207	Pear Technology	Mapping services	£102.00
U208	B&K Electrical Contractors	Christmas lights replacement	£93.60
U209	Hurstway	Quarry Pond replacement posts	£90.00
DD	Infinity		
DD	Veolia		

396/19 *Receipts in January 2020 were noted:*

Burial Board	£1300.00
CCLA dividend	£12.92

397/19 *Bank reconciliation*. It was **resolved** to accept the Clerk's explanation of the reconciliation of accounts to the end of January 2020 and it was **noted** that Council's cash book balance was:

Unity trust Current a/c	£69,732.46
Nat West Current a/c	£1,589.04
CCLA Public Sector Deposit Fund	<u>£20,507.93</u>
Total	£91,829.43

ITEMS FOR INFORMATION

398/19 The Clerk will be on annual leave from 17- 24 February 2020.

NEXT PARISH COUNCIL MEETING

399/19 Monday, 09 March 2020. Parish Council Meeting in the Jessel Room at 7.30 pm.

The meeting closed at 9.05 pm

Anthony Farnfield, Clerk
Claire Reed, Assistant Clerk

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