

Goudhurst Parish Council



MINUTES OF A VIRTUAL MEETING OF GOUDHURST PARISH COUNCIL

By Zoom Conference call on Monday 13 July 2020 at 7.30 pm

Participants: Councillors Antony Harris (Chairman), David Boniface, Craig Broom, Chris Ditton, Alan Foster, Philip Kirkby, David Knight, Barry Noakes, Mrs Caroline Richards, Guy Sutton and Peter Wood. County Councillor Sean Holden.
Anthony Farnfield, Clerk and Mrs Claire Reed, Assistant Clerk.

STATUS OF THE MEETING

107/20 On 04 April 2020 HM Government brought The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 into force to allow local authorities to conduct meetings remotely. This meeting was held under those Regulations.

APOLOGIES FOR NON PARTICIPATION IN THIS MEETING

108/20 Apologies were accepted from Mrs Jayne Russell (unwell).

DISCLOSURES OF INTEREST

109/20 None were declared.

MINUTES OF THE LAST MEETING

110/20 It was **resolved** that the Minutes of the Parish Council meeting held on 08 June 2020, copies of which had been previously distributed to Members via Board Intelligence, be signed by the Chairman as a correct record; the actual signing will take place at a later date.

QUESTIONS AND STATEMENTS FROM THE PUBLIC AND THE PRESS

111/20 There were none.

REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

112/20 County Councillor Sean Holden reported that the current corona virus pandemic has had a huge impact on the KCC budget. The county council is looking at ways to generate more income and to make savings. It was noted that savings have been made with KCC staff working from home and the reduction in claims for travel expenses. County Cllr Holden also reported that Councillors and members of the public can comment on the new KCC budget proposals via the KCC website.

AMENITIES COMMITTEE

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

113/20 *Kilndown Quarry Pond drainage*. It was **noted** that Council were still awaiting contact from Kent Highways regarding the drainage problems at Quarry Pond. It was agreed that Clerks will make further contact with Highways. **Action: Clerks**

114/20 *Kilndown Quarry Pond weed clearing*. It was further **noted** that the Amenities Committee, under delegated authority, will engage the services of a contractor to manually clear pond weed from the surface of the pond at a cost of £150.00 per visit. It is expected that no more than 5 visits will be required. **Action: Clerks**

- 115/20 *Goudhurst Pond*. It was resolved to approve the expenditure of £537.26 for additional housing to be fitted around the pump in the centre of the pond to protect the pump workings from pond weed. **Action: Clerks**
- 116/20 *Legionella: Chequer Field Pavilion*. It was **resolved** to approve the expenditure of £654.00 for the disinfection of the Chequer Pavilion water system following the lockdown to remove the risk of Legionella. **Action: Clerks**
- 117/20 *Grant from County Councillor Sean Holden for the purchase of trees*. It was **noted** that a meeting had been held with a specialist from Golden Hill Nurseries who has suggested planting an avenue of Liquidambar styraciflua (North American Sweet Gum) trees, 8-10 metres apart, along the pedestrian walkway from the vehicular access gate at the north to the north east corner of the Village Green.
- 118/20 *The Plain (Village Green)*. It was **noted** that Clerk had been in contact with the local resident who has blocked off part of the Village Green, adjacent to the pond, thus preventing public access to that area and that the resident was disputing ownership. It was **agreed** that the Clerk will make further enquiries with the Land Registry to clarify the situation. **Action: The Clerks.**

BURIAL BOARD

The Chairman of the Burial Board, Cllr Mrs Caroline Richards, reported:

- 119/20 *The tall Scots Pine south east of St Mary's*. It was **noted** that this work was delayed due to health and safety concerns and is now scheduled to take place on 30 July.
- 120/20 It was **noted** at all outstanding tree works in Kilndown Churchyard have now been completed.

BUSINESS AND COMMUNICATIONS COMMITTEE

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

- 121/20 *Parish Council Website*: It was **noted** that there was duplication of Parish Council notices posted to the Parish Council website, goudhurst-pc.gov.uk, on the goudhurst.co.uk site.
- 122/20 *Broadband*. It was **noted** that following the decision by BT Openreach to amalgamate the separate schemes into one Goudhurst parish scheme, progress has slowed considerably. Cllr David Knight is in regular contact with Openreach and it was **agreed** that Cllr David Knight should seek an update from BT Openreach.
- 123/20 *Website Accessibility*. It was **noted** that Parish Council website (Goudhurst-pc.gov.uk) had been subject to an accessibility health check to assess the websites compliance with standard WCAG 2.1 AA, part of The Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulation, which comes into force in September 2020. The Parish Council website was deemed to be compliant with the standard.
- 124/20 *Regeneration of Goudhurst*. It was **resolved** that the Parish Council do have a role to play in the regeneration of the Parish and its businesses following the forced lockdown and that this should be moved to the Business and Communications Committee for discussion.

CENTRAL GOUDHURST (TRAFFIC & PARKING) COMMITTEE

The Chairman of the Central Goudhurst Committee, Cllr Antony Harris, reported:

- 125/20 *Old Parsonage Site*: It was agreed that Cllr Antony Harris would contact the agent of the site regarding the proposal to have additional parking on the edge of the site, adjacent to Balcombes Hill.
- 126/20 *Land to the South of Balcombes Hill Carpark*: It was agreed that Clerk would write to the owner of the land regarding a proposed extension to the car park.

FOOTPATHS COMMITTEE

The Chairman of the Footpaths Committee, Cllr Mrs Caroline Richards, reported:

- 127/20 *Millennium Walk Finger Posts*: It was **noted** that all of the missing finger posts have now been reinstated however there are still a number of styles and a bridge on the route that need to be repaired or replaced. It was agreed that Clerks will follow up with KCC. **Action: Clerks**
- 128/20 *Contractor for footpath maintenance*: It was **noted** that a new contractor Job Specification has been written and will be distributed in the coming month. **Action: Clerks**

HIGHWAYS COMMITTEE

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

- 129/20 *Campaign for A21 Speed Reduction*: It was **noted** that a reference group of MPs, all of whom have the A21 running through their constituencies, was now in place to look at the duelling of the A21.
- 130/20 *'Pedestrians in Road' sign outside the Tennis Club*. It was **noted** that a quotation for the sign had not yet been received from KCC. It was **agreed** that a further quotation should be requested for a sign to be placed on each side of the carriageway. **Action: Clerks**

YOUTH COMMITTEE

The Chairman of the Youth Committee, Cllr Phil Kirkby, reported:

- 131/20 *Back Lane Play Area*: It was **noted** that contracts for the new Play Area equipment had not yet been received from Wicksteed. **Action: Clerks to obtain an update from Wicksteed.**
- 132/20 *Legal Fees for advice on Chequer Field Ownership*: It was resolved to approve the expenditure of £2,500.00 in part payment for legal fees incurred for advice on the Chequer Field Ownership. **Action: The Clerks**

PLANNING COMMITTEE

133/20 Council **noted** the following Representations from GPC and Decisions from TWBC:

Meeting	Application	Address	GPC	TWBC	Decision
21.04.20	20/00981	Lower Crowbourne Farmhouse, Station Rd	Approve	Granted	04.06.20
21.04.20	20/01008	2 Combourne Cottages, Jarvis Lane	Refuse - size & position	Refused	03.06.20
28.04.20	19/02916	The Vicarage, Back Lane	Refuse - NDP, design, materials	Withdrawn	19.06.20
12.05.20	20/01082	Bockingfold Farm, Ladham Rd	Approve		
12.05.20	20/00916	Land at Taywell Farm	Approve	Granted	16.06.20
12.05.20	20/01061	Maypole Farm, Maypole Lane	Approve	Granted	10.06.20
12.05.20	20/00957	Woodfield House, Jarvis Lane	Approve	Granted	02.06.20
26.05.20	20/01190	1 Bluecoats Cottages, Blue Coats Lane	Approve	Granted	06.07.20
26.05.20	20/01221/ADJ	Bewl Water	No Objection	No Objection	05.06.20
09.06.20	20/01341	Forster's Lodge	Refuse - Maintain Hopper Huts		
23.06.20	20/01290 LBC	Stream Farm House, Summerhill	Approve		
23.06.20	20/01358	Kilnwood, Church Rd, Kilndown	Approve		
23.06.20	20/01439	Rose House, Lidwells Lane	Approve		
23.06.20	20/01544	Nursery Farm, London Rd, Flimwell	Approve		
23.06.20	20/00716	Butchers Shop, High Street	Approve		
23.06.20	20/01650	1 Bluecoats Cottages, Blue Coats Lane	Approve		

- 134/20 *Shepherds Lawn, 20/00995/SUB*: It was **resolved** to send a letter to Stephen Baughen, Head of Planning Services at TWBC to request clarification of the situation and any planned enforcement action (Minute 090/20 refers). **Action Clerks.**
- 135/20 *Blind Lane*: It was **noted** that a response had been received from the Planning Development Manager at TWBC and that no breach of planning legislation has taken place. TWBC Planning enforcement officers will continue to monitor the situation.

NEIGHBOURHOOD DEVELOPMENT PLAN

136/20 Cllr Craig Broom reported that the NDP had been updated in line with comments received from TWBC. There is a meeting planned with TWBC in August to discuss the next steps.

CLERK'S REPORT

137/20 *Planning Committee Membership:* It was **resolved** to appoint Cllr David Knight to the Planning Committee.

138/20 *Loo of the Year 2020:* It was **resolved** to sponsor Laura Napper's entry of the Balcombes Hill toilets into the competition and any incurred expenses. **Action Clerks.**

ACCOUNTS

139/20 It was **resolved** that these payments be made from the UTB account in July 20:

DD	TWBC	Toilet block NNDR Jul 20	£106.00
DD	TWBC	Goudhurst Village Greed NNDR Jul 20	£63.50
U310	Groundscare & General	Grounds maintenance contract Jun	£1,325.80
U311	Capel Groundcare	Grounds maintenance contract Jun	£1292.89
U312	John Fermor	Grounds maintenance contract Jun	£1300.00
U313	Tenterden Twilight	Balcombes Hill toilet cleaning Jun	£746.45
U314	Pearson's Landscapes	The Plain maintenance Jun	£111.60
U315	Microshade	Citrix Inv 13314	£129.48
U316	RJ&L Hillier	Hop Bine rent Jul 20	£400.00
U317	Void		
U318	Community Heartbeat Trust	Defib battery at The Plain + minor items	£294.00
U319	Community Heartbeat Trust	Defib cabinet front	£35.00
U320	Buss Murton Law	Interim fees re Chequer Field	£3000.00
U321	Void		
U322	Ian Butler	Ad hoc PROW Maintenance	£60.00
U323	G M Monk	Toilet block routing electrics check	£144.00
U324	Enviocure Ltd	Legionella risk assessment Cheq Field Pav'n	£468.00
U325	Theo Sargeant	Burial Grounds ad hoc grounds maint	£90.00
U326	AVB Farnfield	Salary July 20	£2253.18
U327	CL Reed	Salary July 20	£1063.77
U328	HM Revenue & Customs	PAYE & NI	£975.71
U329	Envirocure Ltd	Legionella treatment Cheq Field Pav'n	£784.80
U330	AVB Farnfield	Clerk's minor expenses Jul	£62.75
U331	CL Reed	Asst Clerk minor expenses	£22.93
DD	E-on	Energy The plain light & Kilndown defib kiosk	£23.75

Payments from the NatWest Business Current Account:

DD	Information Commissioner	GPC Annual Registration fee	£35.00
DD	Southern Electric	Energy Chequer Field pavilion Qtr 1 2020	£62.54
DD	Southern Electric	Energy Public toilets Balcombes Hill Qtr 1 2020	£176.67
DD	BT	Broadband at Goudhurst Parish Hall	£180.20

140/20 *Receipts in June 2020 were noted:*

Play Area grant (ring fenced)	£50.00
Burial Board	£130.00
CCLA dividend	£5.94
Sale of excess grounds maint equipment	£539.00
Kilndown Fishing Club	£45.00

141/20 *Bank reconciliation.* It was **resolved** to accept the Clerk's explanation of the reconciled accounts to the end of June 2020 and it was **noted** that Council's cash book balance was:

Unity Trust Current a/c	£118,799.80
Nat West Current a/c	£33,884.89
CCLA Public Sector Deposit Fund	<u>£20,554.46</u>
Total	£173,239.15

142/20 *Audit*; It was **noted** that the annual audit is due to take place on Thursday 23 July 2020.

COVID-19

143/20 *Local situation*: It was **noted** that although the number of reported COVID cases in the area is down there has been an increase in need for mental health services. It was further noted that although the parish Community Cupboard, run by GK Church, continues to support a number of families, the volunteer group is winding down.

NEXT PARISH COUNCIL MEETING

144/20 Monday, 10 August 2020. Parish Council Meeting at 7.30 pm. Members should expect that this will be a Virtual Meeting using Zoom conference call facilities via Board Intelligence.

Action: The Clerks.

Anthony Farnfield, Clerk
 Claire Reed, Assistant Clerk

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