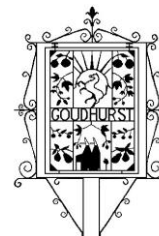


Goudhurst Parish Council



MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL

on Monday 12 July 2021 at 7.30 pm in the Parish Hall

PARTICIPANTS

Councillors Antony Harris (Chairman), David Boniface, Craig Broom, Alan Foster, Phil Kirkby, David Knight, Barry Noakes and Mrs Caroline Richards. Mrs Claire Reed, Clerk and Anthony Farnfield, Deputy Clerk.

APOLOGIES

080/21 Were received from Cllrs Chris Ditton (Holiday), Mrs Jayne Russell (work commitments) and Guy Sutton (holiday). County Cllr Seán Holden (self-isolating) and Borough Cllr Dr Linda Hall (COVID).

DISCLOSURES OF INTEREST

081/21 There were none.

MINUTES OF THE LAST MEETING

082/21 It was **resolved** that the Minutes of the Parish Council meetings held on 04 May 2021 and 21 June 2021, 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

083/21 There was none.

REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

084/21 Borough Cllr David Knight reported that following the local elections in May, Cllr Tom Dawlings was elected leader of Council and Cllr Chris Woodwood as Mayor. He noted that all newly appointed Committee Chairs were from the Conservative Party and all were male. There is no overall control of the Council with 24 Conservative Councillors and 24 from other parties or independents. The Amelia Scott building is set to open in spring 2022. Cllr Knight has been speaking to the Head of Environment at TWBC to end the stalemate over the Parish Council purchasing more litter bins and the contractor unwilling to empty any more. The Goudhurst NDP is expected to go to public referendum in November 2021 and to gain approval from TWBC at the December meeting of full Council. Enforcement are aware of the traveller caravan in Smiths Lane and the need for its removal. The family of the deceased will be approached in early August and the enforcement process will begin.

085/21 A brief report from Cllr Linda Hall was read to Council.

CLERKS' REPORT

086/21 *Council's Priorities*. It was **noted** that there are a number of budgeted projects outstanding. For the next Council meeting, Clerks will produce a list of current and outstanding projects so that Council can decide on the priorities for the remainder of the financial year. **Action: Clerks**

- 087/21 *Budget 2022-23.* Committee Chairmen were asked to consider their priorities and the impact on the budget for 2022-23. The RFO will shortly be contacting Chairmen asking for budget submissions. **Action: RFO and Committee Chairmen**
- 088/21 *New fence at Goudhurst & Kilndown Primary School.* It was **noted** that the primary school intend to replace a section of fence on the boundary with the Chequer Field. Approximately 60 metres of fence will be replaced with green weldmesh fencing. This is to improve the safety and security of the school site.
- 089/21 *Update to Goudhurst addresses.* It was **noted** that a Goudhurst resident had approached Royal Mail requesting that 'Goudhurst' be added to his address. There are 213 properties in the village addressed only as Cranbrook. Royal Mail have agreed to accept the address change but require a letter of support from the Parish Council. It was **agreed** that a letter should be sent to Royal Mail. **Action: Clerk**

AMENITIES COMMITTEE with POLICE & NEIGHBOURHOOD WATCH and FOOTPATHS

- 090/21 *Tree safety survey.* It was **resolved** to approve the expenditure of £2118.07 for the tree safety works as detailed in the tree safety survey carried out in May 2021. **Action: Clerk**
- 091/21 *Lurkins Rise Play Area.* It was **resolved** to approve the expenditure of £1594.80 for a new galvanised kissing gate and fence repairs at Lurkins Rise Play Area. **Action: Clerk**

BURIAL BOARD

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

- 092/21 *Cemetery and Memorial management software.* Following Minute 365/20. It was **noted** that following a very informative demonstration, an order for the software had been placed.
- 093/21 *Trees to the West Door of St Mary Church.* Following Minute 440/20. It was **noted** that the pruning of the yew trees has been postponed until September 2021 owing to the weather.

BUSINESS AND COMMUNICATIONS COMMITTEE

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

- 094/21 *Update on Broadband.* Following Minute 023/21. Cllr David Knight, who is leading on this project for the Parish Council, reported that work on the Kilndown scheme will be starting in the next few weeks. Goudhurst Project A has £377,500 of confirmed vouchers. The value of confirmed vouchers needed to begin the build has been reduced by openreach to £415,000. There are a number of vouchers which have been cancelled as they were not confirmed within the required 28 days. These vouchers will be resent in the next week which, if returned, will cover the shortfall. There is no cut-off date for the new vouchers. Openreach have confirmed that Project B is not viable in the current form. The scheme has been re-costed based on pledged vouchers and it is likely that there will be two new schemes covering most of the original Project B area.
- 095/21 *Goudhurst Open Day.* It was **resolved** to allow Goudhurst Open Day to take place on The Plain on 17 July 2021. There is expected to be more than 50 stalls.
- 096/21 *Open Day Parking.* It was **resolved** to allow car parking on the Lower Glebe Field for Goudhurst Open Day.
- 097/21 *Insurance cover for Goudhurst Open Day.* It was **resolved** to insure Goudhurst Open Day under Council's Public Liability Insurance. It was **noted** that this will only be for the activities on Council owned property and businesses selling food on the Plain will need to provide their own Public Liability insurance.

HIGHWAYS COMMITTEE

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

- 098/21 *St Mary's Church Yard Wall*. It was **noted** that the Highways Committee intend to request a meeting with St Mary's PCC to discuss sending a bill to hauliers whose HGVs damage the wall. The Amenities Committee has been asked to consider installing a CCTV camera focussed on the wall. The Committee is writing to County Cllr Seán Holden requesting an update on KCC's plans to restrict HGV movements in Kent. **Action: Clerk**
- 99/21 *A21 safety improvements*. It was **noted** that members had been invited to a meeting to discuss the planned improvements and that a letter had been sent to Greg Clark MP asking for an update.
- 100/21 *Electric Vehicle Charge Point at Balcombes Hill*. A quotation has been requested from Connected Kerb to replace the points with those that charge for the electricity used.
- 102/21 *Goudhurst Parish Highways Improvement Plan (HIP)*. A meeting was held with Kent Highways in May. Discussions over actions are ongoing.
- 103/21 *Action Points*. It was **agreed** that a summary of current projects and action points should be available to Council at the next meeting. **Action: Cllr David Boniface**

PLANNING COMMITTEE

104/21 Council **noted** the following Representations from GPC and Decisions from TWBC:

App. No.	Address	Proposal	GPC	TWBC
20/03024 & 20/03025/LBC	First Floor Flat, Goudhurst House, High Street	To extend the existing steel balcony by adding a 1.5m steel plate supported by additional steel posts.	Approve subject to agreement of the con. officer	Granted
21/00881	Baan Mai, Beaman Close	Single storey side extension	Approve	Granted
21/00778	Royal Oak Garage, London Road, Flimwell	Erection of a storage building	Approve	Granted
21/01059	Three Chimneys Oast, Bedgebury Road	Demolition of existing porch and lean-to, rebuild with oak timber-framed porch and single storey side extension; changes to fenestration; installation of 2no rooflights	Approve	Granted
21/01208	Etchingill Farmyard, Gore Lane	Proposed Photo Voltaic free standing units located in the residential curtilage of the barn currently being converted into a single residential dwelling	Approve	Granted
21/01225	Shernfold Farmhouse, Church Road	Proposed Greenhouse	Approve	Granted
21/01370 & 21/01371/LBC	Lower Maypole Cottage, Maypole Lane	Erection of front and rear porches	Approve (revised plans)	Granted
21/01471	Finchurst Cottage, Summerhill	Proposed 3no. dormers to front and 2no. to rear roof slope. Amendments to application ref 17/03431/FULL.	Approve	Granted
21/01300	Queen Annes, Church Road	Demolition of existing garage and outbuilding; erection of new garage and garden store with studio over	Approve	
21/01626	Old Post Office Cottage, Curtisden Green Lane	Proposed roof extension and loft conversion to provide second floor living accommodation.	Approve	

21/01528 & 21/01529/LBC	Grange Farm House, Chequers Road	Removal of conservatory; addition of a single storey side extension.	Approve Subject to the Con Officer - mass and scale	
21/01508	Brandfold Court Cottage	Proposed detached 2 bay garage.	Approve	Granted
21/01712/LBC	Little Combourne Oast	Listed Building Consent - Replacement Windows	Approve	Granted
21/01600	Thatchers Hall, Ranters Lane	Revised roof arrangement consisting of replacing the consented gable end on the proposed new extension with a hipped roof (Revision to approved plans ref 20/02540/FULL)	Approve	
21/01713	Lower Maypole Cottage, Maypole Lane	Erection of a log store and potting shed and replacement doors to existing garage. (part retrospective)	No representation submitted	
21/01482	Orchard House, Bedgebury Road	Provision of `In-Ground` swimming pool, patio & plant room.	Approve	
21/00846	2 Hammonds Farm Cottages, Smiths Lane	Erection of a timber framed greenhouse (Retrospective)	Approve	
21/01814	Dunley Cottage, Ballards Hill	Proposed rear ground floor extension and enlargement of existing basement.	Approve	
21/01878	The Old Forge Cottage, North Road	Single-storey side extension with extended balcony over, new external staircase to extended balcony with new glazed balustrading; conversion of existing garage to form study and garden store including alterations to fenestration; alterations to existing drive area and widening of crossover.	Approve	
21/01169	Ranters End, Ranters Lane	Replacement of existing summerhouse with a new, similar styled, summerhouse.	Approve	
21/01349	Home Farm, Bedgebury Road	Restoration and extension of a dilapidated farmstead dwelling.	Approve	
21/01350/LBC	Home Farm, Bedgebury Road	Restoration and extension of a dilapidated farmstead dwelling.	Approve	
21/01791	Little Quarry Farm, Station Road	Siting of 2no. glamping pods as units of tourist accommodation.	Refuse: access, undeveloped site, further development?	
21/01347	The Vicarage, Back Lane	Temporary Change of Use for Five Years of an area of domestic garden (C3 use) to a learning and non- residential institution use (an F1 use).	Approve	
20/02630/LBC	Marlingate Granary Bedgebury Road	APPEAL - Listed Building Consent: Proposed single storey rear extension.	Dismiss: damages unique character and context of property. Over development.	

21/01584 & 21/01585/LBC	Swan Farmhouse, Swan Lane	Installation of a 6kW Solar Photovoltaic system to south facing roof of garage.	Approve	
21/01971 & 21/01972/LBC	Paines Farm House , Ranters Lane	Extensions and alterations to existing dwelling and garage. Including associated landscape works.	Approve	

YOUTH and HOUSING COMMITTEE

105/21 *The purchase of the garages at Mary Days.* It was **resolved** to accept the budget prepared for the Public Works Loan Board application and that the application should now be submitted. **Action: Clerk**

106/21 *COVID-19 precautions in meetings.* It was **agreed** that the COVID-19 precautions currently in place for meetings should remain after 19 July 2021. Details of the precautions are contained in Council's COVID 19 Risk Assessment.

ACCOUNTS

The Deputy Clerk and Responsible Financial Officer reported.

107/21 *Accounts for May 2021*

Receipts in May 2021:

Burial Board	£200.00
Goudhurst Dynamos use of Cheq. Field 20/21	£850.00
Goudhurst United use of Chequer Field 20/21	<u>£600.00</u>
Total:	£1,650.00

Payments in May 2021:

UTB	£21,202.78
NatWest	<u>0.00</u>
Total:	£21,202.78

Cash balances at Bank 31 May 2021:

UTB	£111,943.59
NatWest	£33,808.03
CCLA PSDF	<u>£20,573.50</u>
Total:	£166,325.12

108/21 *Accounts for June 2021*

Receipts in June 2021:

Burial Board	£330.00
G&K Primary School use of Cheq Field 20-21	£500.00
Kilndown Fishing Club membership	£10.00
CCLS PSDF	<u>0.58</u>
Total	£840.58

Payments in June 2021:

UTB	£16,576.34
NatWest	<u>0.00</u>
Total:	£16,576.34

Cash balances at Bank 30 June 2021:

UTB	£96,207.25
NatWest	£33,808.03
CCLA PSDF	<u>£20,573.95</u>
Total	£150,589.23

Supplementary detailed payment information can be found at the end of these minutes.

109/21 *Audit 2020-21*. Following Minutes 066/21 and 067/21. It was **noted** that, at an extraordinary meeting on 21 June 2021, Council approved the 2020-21 AGAR which had been converted to the Income & Expenditure format. The AGAR was submitted to PKF Littlejohn LLP, the external auditor well before their deadline of 02 July 2021.

NEXT PARISH COUNCIL MEETING

110/21 Parish Council meeting on Monday August 2021 at 7.30 pm in the Parish Hall.

Action: The Clerk

The meeting closed at 20.58 hrs.

Claire Reed, Clerk; Anthony Farnfield, Deputy Clerk and RFO

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

List of Payments made between 01/05/2021 and 31/05/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/05/2021	HP Inc UK Ltd	U780	22.49		HP Instant ink
04/05/2021	Tunbridge Wells Borough Council	DD	62.00		Village Green NNDR May 21
04/05/2021	Tunbridge Wells Borough Council	DD	106.00		NNDR Public Toilets
06/05/2021	HM Land Registry	U300001	35.00		Official Copies Lurkins RisePA
07/05/2021	NEST	DD	107.63		Clerk's pension
10/05/2021	Facebook Ireland Ltd	U781	26.04		Asverts on Facebook (Lloyds)
10/05/2021	Zoom Video Comms	U782	14.39		Zoom for Council meetings
10/05/2021	UTB?Lloyds credit card	DD	3.00		Monthly card fee
21/05/2021	GroundsCare & General Services	U750	1,325.28		Grounds maint contract
21/05/2021	Capel Ground Care	U751	1,497.90		Grounds main contract
21/05/2021	Capel Ground Care	FIELD	1,497.90		Grounds maint contract Apr
21/05/2021	John Fermor Landscapes	U752	400.00		Grounds maint contract Apr
21/05/2021	Tenterden Twilight Commercial	U753	1,155.92		Cleaning services Apr
21/05/2021	Pearson's Landscapes	U754	111.60		The Plain maint Apr
21/05/2021	Microshade Business Consultant	U755	156.74		Citrix Inv 14348
21/05/2021	Tate & Tonbridge Fencing Ltd	U756	892.91		Gate NE corner Vill Green
21/05/2021	Archer Stone Restoration Ltd	U757	2,970.00		Repair Vict Cemetery wall
21/05/2021	Paul & Eileen Landon	U758	110.00		War Mem'l garden maint
21/05/2021	Robert Hillier	U759	400.00		Hop Bine rent May
21/05/2021	Pear Technology Services Ltd	U760	51.00		Upgrade to include Land Titles
21/05/2021	Pear Technology Services Ltd	U761	168.00		Mapper Pro support 2021-22
21/05/2021	Goudhurst Parish Hall	U762	1,603.81		Energy Elec vehicle charge poi
21/05/2021	m:power accounting	U763	216.00		Payroll services 2021-22
21/05/2021	Envirocure Ltd	U764	60.00		Cheq Pav'l month check Apr
21/05/2021	Envirocure Ltd	U765	60.00		Cheq Pav'l monthly L8 check
21/05/2021	CommuniCorp	U766	12.00		Clerks & Councils annual subsc
21/05/2021	Kent Assoc of Local Councils	U767	60.00		Inv1710526357 Webster
21/05/2021	West Kent Neighb Watch Assoc	U768	100.00		Annual grant
21/05/2021	Weeks Bakery	U769	23.50		Highways meeting refreshments
21/05/2021	AVB Farnfield	U770	1,932.20		May 21 salary
21/05/2021	CL Reed	U771	1,642.94		Clerk Salary May 21
21/05/2021	Capel Ground Care	FIELD	-1,497.90		Grounds maint contract
26/05/2021	HMRC	U772	1,249.88		PAYE NI May 2021
26/05/2021	Elaine Bright	U773	40.50		War memorial & Water trough
26/05/2021	CL Reed	U774	39.04		Clerk's expenses
26/05/2021	Glasdon UK Ltd	U775	1,658.66		Waste Bins Plain
26/05/2021	Living Forest Ltd	U776	595.20		Removal of Cyprus Vic. Cemetry
26/05/2021	ABV Farnfield	U777	23.00		Deputy Clerk's expenses
26/05/2021	SLCC Enterprises Ltd	U778	208.00		SLCC
26/05/2021	EE	DD	13.12		Clerk's business mobile May
26/05/2021	Castle Water	DD	278.91		Balcombes Hill toilets water A
26/05/2021	Infinity Technology Solutions	DD	133.80		Office Phone & BB
26/05/2021	VEOLIA Environmental Services	DD	151.92		Burial Grounds bin
27/05/2021	The Living Forest Ltd	U779	1,484.40		Yew tree works
Total Payments			21,202.78		

List of Payments made between 01/06/2021 and 30/06/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/06/2021	Tunbridge Wells Borough Council	DD	106.00		NNDR Public Lavatories
01/06/2021	Tunbridge Wells Borough Council	DD	62.00		NNDR Village Green Jun
09/06/2021	NEST	DD	107.63		GPC contrib to Reed pension
09/06/2021	Debit card Land Registry	DD	27.00		Land Registry searches
09/06/2021	Arron Services Ltd	DD	186.00		Debit card PC screen
09/06/2021	HP Inc UK Ltd	DD	22.49		Debit card HP Printer ink
09/06/2021	Nisbets	DD	35.25		Debit card Bin liners etc
09/06/2021	Zoom Video Comms	DD	14.39		Debit card Zoom
09/06/2021	Debit card Facebook	DD	5.50		Debit card Facebook
09/06/2021	UTB/Lloyds	DD	3.00		Debit card monthly fee
14/06/2021	Southern Electric	DD	30.68		Cheq Pavil'n energy Qtr 1
14/06/2021	Southern Electric	DD	335.95		Toilet block energy Qtr 1
17/06/2021	EE	DD	13.69		Clerk's business mobile Jun
18/06/2021	GroundsCare & General Services	U790	1,325.28		Grounds maint contract May
18/06/2021	Capel Ground Care	U791	1,459.34		Grounds maint contract
18/06/2021	John Fermor	U792	400.00		Grounds maint contract May
18/06/2021	Tenterden Twilight Commercial	U793	774.19		Tenterden Twilight Commercial
18/06/2021	Pearson's Landscapes	U794	111.60		The Plain & Pond area maint Ma
18/06/2021	Microshade Business Consultant	U795	156.74		Citrix Inv 14613
18/06/2021	Zurich Municipal	U796	1,583.17		GPC Insurance Jun 21 to May 22
18/06/2021	PortalPlanQuestLtd	U797	145.00		Planning Applic'n Cheq. shed
18/06/2021	Robert Hillier	U798	400.00		The Hop Bine rent Jun
18/06/2021	Burslem Memorials Ltd	U799	192.00		Moving misplaced memorial
18/06/2021	Bumbles Plant Centre	U800	12.58		Plain water trough plants etc
18/06/2021	Elaine Bright	U801	108.00		War Mem'l + Water Trough maint
18/06/2021	Ian Butler	U802	120.00		PROW WC33 repair and maint
18/06/2021	Arron Services Ltd	U803	89.94		Repairs Clerk's desktop monito
18/06/2021	Community Heartbeat Trust	U804	140.40		Defib replacement parts
18/06/2021	The Living Forest Ltd	U805	613.20		Tree safety audit
18/06/2021	Castle Water	DD	290.65		Water at Public Toilets May
25/06/2021	Glasdon UK Ltd	U806	687.31		No Dog Fouling campaign
25/06/2021	Buss Murton Law	U810	600.00		Mary Day's Garages searches
25/06/2021	Rialtas Business Solutions	U811	148.80		Annual Support Licence 21-22
25/06/2021	Chatha Hygiene Ltd	U812	19.76		Balc Hill toilets service
25/06/2021	Loo of the Year Awards	U813	201.60		Tent Twi entry 21 Awards
25/06/2021	Staplehurst Nurseries Ltd	U814	479.52		Goudhurst in Bloom Inv 15380
25/06/2021	Staplehurst Nurseries Ltd	U815	366.72		Goudhurst in Bloom Inv 15381
25/06/2021	Knockout Print Services	U816	48.00		Goudhurst in Bloom banner
28/06/2021	AVB Farnfield	U807	1,932.20		Deputy Clerk salary Jun 21
28/06/2021	CL Reed	U808	1,642.94		Clerk salary Jun 21
28/06/2021	HM Revenue & Customs	U809	1,249.88		PAYE NI
30/06/2021	Infinity Technology Solutions	DD	135.05		Office phones + Bband Jun
30/06/2021	Unity Trust Bank	DD	36.45		Bank service charge
30/06/2021	VEOLIA Environmental Services	DD	156.44		Burial Grounds bin
Total Payments			16,576.34		