

Goudhurst Parish Council



MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL

on Monday 13 September 2021 at 7.30pm in Goudhurst Parish Hall

PARTICIPANTS

Councillors Antony Harris (Chairman), Craig Broom, Chris Ditton, Alan Foster, Phil Kirkby, David Knight, Barry Noakes, Mrs Caroline Richards, Mrs Jayne Russell, Guy Sutton and Mrs Alison Webster.

Mrs Claire Reed Clerk and Anthony Farnfield, Deputy Clerk & RFO. 4 Members of the public.

APOLOGIES

141/21 Were accepted from Cllrs David Boniface (holiday) and Mrs Caroline Richards (urgent family matters). Also Borough Cllr Dr Linda Hall.

DISCLOSURES OF INTEREST

142/21 There were none.

MINUTES OF THE LAST MEETING

143/21 It was **resolved** that the Minutes of the Parish Council meeting held on 09 August 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

144/21 Mr Richard Bushrod, Chair of Goudhurst Scouts addressed Council. Mr Bushrod raised concerns about the village Fete being held separately to the Jubilee Celebrations and proposed that the fete take place during the Jubilee weekend (2nd - 5th June 2022). Mr Bushrod, supported by Mrs. Jacqui Clark (Group Scout Leader) and Shiona Gardiner (Chair of Goudhurst Social Club) took the view that there are too few volunteers to run both events on consecutive weekends. It was proposed by Cllr Craig Broom that the fete be moved to a different weekend either in the spring or in early autumn.

145/21 Mr. Richard Vinton, who is coordinating the Parish Jubilee celebrations on behalf of Council, presented his initial ideas. They include the beacon lighting with fireworks and food on Thursday 2nd June 2022, a 1952 dance in the Parish Hall on Friday 3rd, a proposal (to be confirmed) for a classic car rally on Saturday 4th and a church service and street party on the Plain/ Millennium Green on Sunday 5th. Mr Vinton proposes that Parish organisations plan and deliver individual events over the weekend with the Committee overseeing the timetable, road closures, decorations etc. Mr Vinton believes the fete should be a separate event. It was agreed that the fete committee should discuss the proposal to change the date of the fete.

REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

146/21 Borough Cllr David Knight reported.

Garden waste collections. These have been suspended for at least another month. There are no plans to reinstate the Amenity vehicle at present.

The homeless. The number of people homeless in Tunbridge Wells is down on the previous 12 months. TWBC has agreed to house 5 Afghan families.

Town Hall. The Council plan to lease approximately 60% of the Town Hall as co-working space as there is local demand. The remaining space will be occupied by the Borough Council. TWBC have gone out to tender and expect to make a decision before the end of this year.

Secretary of State visit. Robert Jenrick MP, Secretary of State for Housing, Communities and Local Government visited the town to look at regeneration work in the town centre.

The Amelia Scott Centre. The centre is on schedule to be opened in April 2022.

147/21 Borough Cllr Dr Linda Hall sent a written report.

Election consultation. The results show that the majority of respondents wish to keep the current 'by-thirds' electoral system however a small majority voted in favour of reducing the number of councillors. The consultation is not binding and the final decision will be made by full council.

CLERK'S REPORT

148/21 *Parish Map.* It was **noted** that a new Parish Map had been installed at the Hop Bine.

149/21 *Training.* It was **noted** that the Clerk has been undergoing Cyber Security training and has successfully completed 2 modules so far. Clerk will be attending a virtual COVID/ Health & Safety Course run by Kent County Council on 14 September. Cllr Alison Webster attended the KALC Dynamic Councillor course on 02 September.

AMENITIES COMMITTEE with POLICE & NEIGHBOURHOOD WATCH and FOOTPATHS

The Chairman of the Amenities Committee reported:

150/21 *Glebe Fields Working Group.* The first meeting of the Glebe Fields working group took place on 06 September with many Parish groups represented. The group is collecting suggestions on improvements to each field. The next meeting is scheduled for Monday 04 October.

151/21 *CCTV Receivers.* Council **resolved** to approve the expenditure of £720 for replacement CCTV receivers.

152/21 *Ceiling in Gents' Toilets.* It was noted that the plaster on the ceiling in the gents' toilets on Balcombes Hill is beginning to 'come away'. It was agreed that Cllr Chris Ditton will seek quotations for a repair. **Action: Cllr Chris Ditton.**

153/21 *Litter bins.* An audit has been carried out by Cllr David Knight. Some of the bins listed on the TWBC schedule are no longer in place. Cllr David Knight will contact TWBC to confirm the number of bins included in Council's contract. It is hoped new bins can be installed in the Parish and added to the contract. **Action: Cllr David Knight.**

BURIAL BOARD

Deputy Clerk reported:

154/21 *Burial Records.* Following minute 365/20 approving the purchase of software to digitise the burial records, it was **noted** that Clerks will take part in two days of remote training later this month. A notice has been placed in the Parish Magazine and e-newsletter advertising for a contractor to digitise the records. Once the process has begun, there should be a better understanding of the time required and this will inform the need for further budget provision for 2021-22.

155/21 *Testing of memorial stability.* Following minute 126/21 it was noted that the Deputy Clerk will invite interested contractors to meet on site to assess what needs to be done.

BUSINESS AND COMMUNICATIONS COMMITTEE

- 156/21 *Broadband update for Goudhurst Parish.* Cllr David Knight reported:
Project A: This project didn't reach its voucher target however Openreach has agreed to cover the financial shortfall and the project has moved into the delivery stage.
Project B1: There is a push to pledge so that the project reaches its target. Gigabit voucher emails have been sent to residents who now need to return them.
Project B2: This covers approximately 75 houses and is currently being recasted.

HIGHWAYS COMMITTEE

Highways Committee member, Cllr Craig Broom reported:

- 157/21 *Safety Improvements on the A21.* Members of the Committee will meet with representatives from Highways England to discuss the plans for safety improvements along the stretch of the A21 running through the parish. The meeting is scheduled for Tuesday 21 September.
- 158/21 *Max 30mph signs on the A262 in the area of the Green Cross Inn.* Council resolved to approve the expenditure of £1000 for 'max 30mph' signs on the A262 in the area of the Green Cross Inn. The signs will replace the current 'slow down' signs.
- 159/21 *Traffic Speed Surveys.* Council resolved to approve the expenditure of £585 for Traffic Surveys on the A262 in Iden Green and on Station Road adjacent to the Market Place development.
- 160/21 *Part-time 20 mph zone on Cranbrook Road.* Council resolved to approve the expenditure of £ 6000 plus an annual subscription of approximately £100 to introduce a part-time 20mph zone on Cranbrook Road near to the junction with Beaman Close. Clerk will seek confirmation from the Primary School that they are willing to operate the system once installed. **Action: Clerk**

PLANNING COMMITTEE

- 161/21 *Recent planning Applications;* Please see Appendix 1.

YOUTH AND HOUSING COMMITTEE

Chairman of the Youth and Housing Committee reported:

- 162/21 *Back Lane Play Area.* It was **noted** that the lack of road signs warning drivers of the play area continues to be raised by the play area inspector. It was **agreed** that the matter should be raised with Kent Highways and added to the Council's risk assessment. **Action: The Clerk.**
- 163/21 *Mary Day's Garages project.* It was **noted** that Council awaits news from the legal advisers on the wording of the covenant relating to the purchase of the garages by Goudhurst Parish Council.
- 164/21 *Transfer of the Chequer Field title from TWBC to Goudhurst Parish Council.* Following minute 137/21 of 09 August, it was noted that Council expects that the transfer will complete in the coming weeks.

THE ANNUAL EXTERNAL AUDIT 2020-21

- 165/21 The Clerk reported that Council's 2020/21 AGAR (Annual Governance and Accountability Return) had been signed off by the external auditor PKF Littlejohn with what in effect is an unconditional opinion. It was noted that this was the first year that Council had been subject to an intermediate level review requiring Council's Responsible Finance Officer (RFO) to submit the accounts on an income and expenditure basis. The Clerk published the Notice of Conclusion of Audit with the certified AGAR sections 1, 2 and 3 to Council's website and noticeboard before 01 October 2021 as required. It was **resolved** to accept

this report. The Chairman thanked the Clerks for the additional work required to submit the AGAR this year and congratulated them on the successful conclusion of audit.

ACCOUNTS

The Deputy Clerk and Responsible Finance Officer reported:

166/21 *Accounts for August 2021:*

Receipts in August 2021:

Refund of cancelled order	£123.45
Refund of NNDR from TWBC	<u>£1,378.76</u>
Total	£1,502.21

Payments in August 2021:

Unity Trust Bank a/c	£15,501.89
Nat West	<u>0.00</u>
Total	£15,501.89

Cash Balances at Bank 31 August 2021:

Unity Trust Bank	£61,372.24
NatWest	£33,773.03
CCLA PSDF	<u>£20,574.83</u>
Total	£115,720.10

A complete list of all payments made by Council in August 2021 follows as a supplementary page in Appendix 2.

LOCAL GOVERNMENT TRANSPARENCY CODE 2015

167/21 Deputy Clerk & RFO introduced this matter. Council **noted** that since the annual turnover of Goudhurst Parish Council exceeded £200,000 for 3 consecutive years prior to the Financial year 2020-2021. Council is now required to comply with the Local Government Transparency Code 2015.

Council is now required to publish quarterly:

- Items of Expenditure exceeding £500.00
- Details of every invitation to tender for goods and services that exceeds £5,000.00
- Details of any contractor agreement that exceeds £5,000.00

Council is now required to publish annually:

- Information relating to Council's land and building assets,
- social housing assets,
- grants to voluntary, community and social enterprise organisations,
- an Organisation chart,
- data on Council's parking account and the number of parking spaces,
- Council's Constitution,
- Pay multiple
- Information on any fraudulent activity.

All this information is to be progressively published on the Goudhurst Parish Council website, Goudhurst-pc.gov.uk.

ITEMS FOR INFORMATION

168/21 *Area KALC meeting.* The Parish Council will host the next meeting of the Tunbridge Wells Area Committee of the Kent Association of Local Councils. The meeting will take place on Wednesday 29 September 2021 at 7 for 7.30pm in the Goudhurst Social Club.

NEXT PARISH COUNCIL MEETING

169/21 Parish Council meeting on Monday 11 October at 7.30 pm in Goudhurst Parish Hall.

The meeting closed at 21.05 hrs

Claire Reed
Clerk

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

Appendix 1 to Minutes of a Council Meeting held on 13 September 2021

Recommendations and Decisions August 2021

Application	Address	Proposal	GPC	TWBC
21/01584	Swan Farmhouse, Swan Lane	Installation of a 6kW Solar Photovoltaic system to south facing roof of garage.	Approve	Granted
21/01971	Paines Farm House , Ranters Lane	Extensions and alterations to existing dwelling and garage. Including associated landscape works.	Approve	Granted
21/01972/LBC	Paines Farm House , Ranters Lane	Listed Building Consent - Extensions and alterations to existing dwelling and garage. Including associated landscape works	Approve	Granted
21/01440	Former Dairy Building, Marlingate Farmhouse, Bedgebury Road	Change of use of former dairy building to provide ancillary residential accommodation for short-term holiday lets	Approve	Granted
21/02117	Cloud Cottage, North Road	Proposed double storey rear extension, first floor side extension involving alterations to existing roof, roof lights to rear and pitched dormer roof to side	Approve	Refused
21/01611	Bockingfold Farm, Ladham Road	The part demolition and part conversion of redundant buildings into a single dwelling, together with the provision of new woodland, pond and other planting. to include a pottery/hobbies room, revised driveway entrance arrangement, and changes to window design.	Approve conditional on improved capacity of drainage for waste water	Granted
21/01775	Dovecote Barn, Smiths Lane	Erection of pitched roof to provide increased storage for bedroom and bathroom	Approve subject to the new proposal satisfying the officer's requirements.	Granted
20/03005	The Orchard, Jarvis Lane	Proposed new dwelling house	REFUSE Unsustainable location, outside LTB, no HWAONB management plan, no agricultural	Refused

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			justification, does not address issues of climate change in design.	
21/02205	Stable Cottage, Cranbrook Road	Retrospective: creation of a flat roof element (alternative scheme element to Planning Permission Ref: 19/01335/FULL)	Approve	Withdrawn
21/02184	Mill House, Church Road	Single storey rear flat roof extension with roof light and associated alterations	Approve	Granted
21/02185/LBC	Mill House, Church Road	Single storey rear flat roof extension with roof light and associated alterations	Approve	Granted
21/01849	2 Bluecoats Cottages, Blue Coats Lane	Erection of single storey side and rear extensions, a porch canopy and altered fenestration	Approve	Granted
21/02146	The Spinney, North Road	Creation of a deck to rear of property	Approve	Granted
21/02435	Land Adjacent To The Old Parsonage	Variation of Condition 2 (Approved Plans) of 19/00280/FULL - Plots 11 & 13 set at a lower level to plots 12 & 14 in order to respond to the site levels; Changes to the roof form of the apartment building; Changes to window positions of the apartment building; Changes to the internal configurations of plots 11-14	Approve	
21/02542	Combwell Priory, London Road, Flimwell	Internal alterations to create master suite at first floor and enlarged bathroom at second floor; Insertion of additional bathroom window at first floor and replacement of existing roof light with conservation roof light.	Approve Subject to the views of the Conservation Officer.	
21/02365	Larchfield House, Bedgebury Road	Proposed swimming pool and pool house	Approve	

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21/02543/LBC	Combwell Priory, London Road, Flimwell	Listed Building Consent: Internal alterations to create master suite at first floor and enlarged bathroom at second floor; Insertion of additional bathroom window at first floor and replacement of existing roof light with conservation roof light.	Approve Subject to the views of the Conservation Officer.	
21/02630	Forge House, London Road, Flimwell	Detached garden store and 1 bed Annex	Approve conditional on the use remaining ancillary to the main dwelling.	
21/02631/LBC	Forge House, London Road, Flimwell	Detached garden store and 1 bed Annex	Approve conditional on the use remaining ancillary to the main dwelling.	Withdrawn
21/02690	Beresford Lodge, Bedgebury Road	Demolition of existing detached outbuilding. Proposed two storey extension (part subterranean). Proposed glazed single storey link connecting replacement outbuilding with existing dwelling. Proposed internal and external alterations to existing dwelling. Proposed stone columned timber pergola on the north elevation of the house. Remodelled steps leading up to front door of house. Proposed adjustment to existing westerly spur to the driveway. Hard and soft landscaping. Relocation / replacement of existing oil tank.	A previous application which proposed linking the development to the lodge building was refused. A subsequent application which separated the development from the lodge was approved. This application seeks to reinstate the link between the development and the lodge as per the original application. While we can see the benefits of the proposal we will defer to the conservation officer for decision.	
21/02691/LBC	Beresford Lodge, Bedgebury Road	As above	As above	

Date: 10/09/2021

Goudhurst Parish Council Current Year

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Time: 14:43

Unity Trust Current A/c

List of Payments made between 01/08/2021 and 31/08/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/08/2021	CL Reed	U880	123.45		Reimburse Ellite purchase U855
09/08/2021	NEST	DD	107.63		GPC contrib Clerk's pension
09/08/2021	Elite Industrial Supplies	DD	145.42		High Viz jackets
09/08/2021	HP Inc UK Ltd	DD	23.49		Printer cartridges
09/08/2021	Hampshire Flag Co	DD	120.00		Flag bunting Open Day
09/08/2021	Lloyds/UTB	DD	3.00		Debit card monthly fee
09/08/2021	Hampshire Flag Co	DD	0.60		Adjustment of £0.60p
16/08/2021	South East Water	DD	891.82		Water Cheq Pav'l Dec20-Jun21
17/08/2021	EE Ltd	DD	14.84		Clerk's business mobile JAUG
19/08/2021	GroundsCare & General Services	U881	1,987.92		Grounds maint contract
19/08/2021	Capel Ground Care	U882	1,380.74		Grounds maint contract
19/08/2021	John Fermor	U883	400.00		Grounds maint contract Jul
19/08/2021	Tenterden Twilight Commercial	U884	949.74		Ceaning contyracts
19/08/2021	Pearson's Landscapes	U885	111.60		The Plain maint Jul
19/08/2021	Microshade Business Consultant	U886	156.74		Citrix invoice
19/08/2021	Robert Hillier	U887	400.00		The Hop Bine rent Aug
19/08/2021	Wallgate Limited	U888	798.00		Toilet block services Year 3
19/08/2021	Ellaine Bright	U889	99.00		War Me'l and Water Trough main
19/08/2021	Hurstway Construction Co Ltd	U890	298.20		Install new litter bins
19/08/2021	Richard Greenaway	U891	22.50		Minor gate latch repairs
19/08/2021	Tate Fencing Ltd	U892	47.98		Ornamental ring latch
19/08/2021	Loo of the Year Awards	U893	312.00		Mrs Napper to attend Awards ev
19/08/2021	Paul Wrthington	U894	155.00		Office bookcase
19/08/2021	Envirocure Ltd	U895	60.00		Cheq Pav Monthly Legion a chec
19/08/2021	CL Reed	U901	1,642.74		Clerk's pay Aug 21
19/08/2021	CL Reed	U902	6.30		Clerk's expenses Aug 21
19/08/2021	HM Revenue & Customs	U903	1,250.28		PAYE NJ Aug 21
19/08/2021	Mead Sport & Leisure	U904	280.00		K'down Fishing Club Ins 21-22
27/08/2021	Stationery Express Cranbrook	U896	16.50		Printing re G'hurst Open Day
27/08/2021	Living Forest Ltd	U897	796.26		Tree maintenance
27/08/2021	Living Forest Ltd	U898	153.60		Living Forest Ltd
27/08/2021	AVB Farnfield	U899	1,932.00		Deputy Clerk pay Aug
27/08/2021	AVB Farnfield	U900	63.36		Deputy Clerk/RFO expenses Aug
27/08/2021	RA Chiles	U905	140.00		Repair Plain seat conker tree
27/08/2021	Knockout Print Services	U906	48.00		Beware Traffic signs Play Area
27/08/2021	Knockout Print Services	U907	42.00		Toilet block 'Sanitise Hands'
27/08/2021	Nicholls & Clarke Glass	U908	229.15		Acrylic Mirrors Toilet block
31/08/2021	Infinity Technology Solutions	DD	135.59		Office phones & Broadband
31/08/2021	VEOLIA Environmental Services	DD	156.44		Burial Grounds bin Aug
31/08/2021	Infinity Technology Solutions	DD	135.59		Office phones & broadband
31/08/2021	VEOLIA Environmental Services	DD	156.44		Bueial Gounds bin
31/08/2021	Infinity Technology Solutions	DD	-135.59		Office phones & broadband
31/08/2021	VEOLIA Environmental Services	DD	-156.44		Burial Grounds bin
Total Payments			15,501.89		