

# Goudhurst Parish Council



## MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL

on Monday 08 November 2021 at 7.45pm in Goudhurst Parish Hall

### PARTICIPANTS

Councillors David Boniface, Craig Broom, Chris Ditton, Alan Foster, Antony Harris (Chairman), Phil Kirkby, David Knight, Barry Noakes, Mrs Caroline Richards and Mrs Jayne Russell and Guy Sutton. Also Borough Cllr Dr Linda Hall until 8.30pm and County Cllr Sean Holden. Mrs Claire Reed, Clerk and Anthony Farnfield, Deputy Clerk & RFO. 6 Members of the public.

### APOLOGIES

200/21 Were accepted from Cllr Mrs Alison Webster (holiday).

### DISCLOSURES OF INTEREST

201/21 There were none.

### MINUTES OF THE LAST MEETING

202/21 It was **resolved** that the Minutes of the Parish Council meeting held on 11 October 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

203/21 There were none.

### REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

204/21 Borough Cllr Dr Linda Hall reported:

*Electoral System.* Following minute 174/21, Cllr Dr Linda Hall reiterated her comments regarding the changes to the number of Borough Councillors and the method of election.

205/21 Borough Cllr David Knight reported:

*Electoral System.* Following minute 175/21 a letter from GPC has been sent to the Local Government Boundary Commission electoral review.

*Goudhurst NDP.* The plan will go to Cabinet at TWBC on 02 December and if passed, to Full Council for approval on 03 February. Subject to Council approval, the Referendum is due to be held in February 2022.

206/21 County Councillor Seán Holden reported:

*HGVs.* KCC are still working towards gaining Part 6 powers, which would give the council powers over moving traffic and allow them to restrict vehicles by weight and size. An application will be submitted to Central government by Christmas. There will then be a 6-week consultation on specific places such as individual yellow boxes. Once passed there will be a 6-month delay to enforcement as only warnings will be issued for the first 6-months. KCC are preparing for the possible closure of French ports. Both the Government and County Council are looking at ports such as those in Belgium and Holland as an alternative.

- 207/21 *Plan Bee Summit*. The next summit will be on 23 November 2021 and will look at ways to boost the habitat of pollinators on roads, railways and rivers.
- 208/21 *Migration*. KCC has refused to take unaccompanied children twice in the past year as there is nowhere for the children to be placed. There are ongoing discussions with central Government about the issue. There are now more foreign children in care in the County than those from Kent.
- 209/21 Cllr Antony Harris noted that the Parish Council plans to seek a meeting with Kent Highways to discuss the HIP.

#### CLERK'S REPORT

- 210/21 *E-Newsletter*. Councillors were asked to please return their Councillor questions for inclusion in the e-newsletter. **Action: Councillors.**
- 211/21 *Play Inspection*. It was **noted** that the annual inspection of Back Lane Play Area had taken place and that the area only required some minor maintenance. **Action: Clerk**

#### AMENITIES COMMITTEE with POLICE & NEIGHBOURHOOD WATCH and FOOTPATHS

The Chairman of the Amenities Committee reported:

- 212/21 *Power supply for The Plain*. Council **resolved** to approve the expenditure of £1,545.00 for upgrading the power distribution for events on The Plain. **Action: Clerk.**
- 213/21 *Quarry Centre Salt Bin*. The request from a member of the public to move the Salt Bin outside the Quarry Centre in Kilndown was discussed. No decision was made.

#### BURIAL AUTHORITY

Chairman of the Burial Authority (previously known as the Burial Board) reported on the Authority's meeting on 19 October 2021:

- 214/21 *Change of title from Burial Board to Burial Authority*. On taking legal advice on the updated and re-written Regulations and Fees relating to the management of Goudhurst Burial Grounds, Council learned that the term Burial Board is no longer in use. Many years ago when there was a change in law, the title Burial Board was no longer included in legislation. It was **resolved** that the title Burial Authority be used henceforth.
- 215/21 *Unauthorised items on graves*. It was **resolved** that Council adopts a Policy of 'No items on Graves' in Goudhurst Burial Grounds as detailed in the updated Goudhurst Burial Authority Regulations of November 2021. Regulations limiting permitted items on graves had been in place for many years but had not been enforced by the old Burial Board. Members had observed, during the site visit on 19 October 2021 that trees, shrubs, fencing, kerb stones, wire netting and toys etc were on many graves. Members took the view that such non-observance of the Regulations is causing offence to some other bereaved families but moreover it is obstructing the work of the grounds maintenance contractor. It was **noted** that the Deputy Clerk will in future use his best efforts to ensure that all bereaved families receive a copy of the Burial Authority Regulations. However, it was **noted** that for more than the last 20 years the Regulations have been posted prominently on the notice board by the entrance gates to the Burial Ground. It was **resolved** that Council will contact as many as possible of the relevant Holders of Exclusive Right of Burial (the owners of each grave) who have been infringing the regulations. Council will explain that the grave for which they are responsible is in a lawn area and that the condition of the grave is hampering the work of the grounds maintenance contractor. Council intends to return the area in question to a lawn area without obstructions. **Action: Deputy Clerk and the Chairman of the Burial Authority.**
- 216/21 *Polished black marble memorials*. Council considered a proposal from a Member that such memorials should no longer be approved for Goudhurst Burial Grounds because such

memorials are not in keeping with the general Goudhurst scene. Council **noted** that there are several such black memorials existing in the Burial Grounds but their number is not considered intrusive. It was **resolved** not to approve the proposal.

- 217/21 **Memorial headstone stability testing.** It was **noted** that such a survey had not been carried out in living memory and quite probably never. The Burial Authority is concerned about the general safety of the memorials on land that is the Parish Council's responsibility. It was **noted** that Deputy Clerk is in touch with 3 specialists, 2 of whom will be visiting Goudhurst. Due to expected costs, this is likely to be a project for 2022-23. Deputy Clerk will report further.
- 218/21 **Digitisation of Burial Records.** It was **noted** that the Rialtas software has been purchased and is now installed appropriately on Council's selected desktops and laptops. 2 part-time casual volunteers have started work, each doing 2 to 3 hours separately on 1 morning a week each. Deputy Clerk will report progress to Council from time to time.
- 219/21 **Clean-Up day at St Mary's and the Cemetery.** Saturday morning, 09 October. It was **noted** that there had been good turnout of volunteers. As usual much was achieved. The organisers are thinking of hiring a chipper for the day next year to save Mr Will Thompson's time in positioning his giant trailer to Back Lane where parked vehicles cause difficulties.
- 220/21 **Clean-Up day at Christ Church Kildown.** Although not part of the Burial Authority's formal remit, it was **noted** from verbal reports that the event at Christ Church had also been a success.

#### BUSINESS AND COMMUNICATIONS COMMITTEE

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

- 221/21 **Late Night Shopping 26 November 2021.** Following minute 189/21. The event will take place between 4 and 9pm. There will be stalls in St Mary's, on The Plain, in the Parish Hall and in Goudhurst Club. GADS will be performing excerpts from 'A Christmas Carol', Kildown Choir will be singing carols and Weald Morris Men will be dancing. There will be a Hog Roast at the Star & Eagle. Many of the village shops will be staying open for the event. Parking will be prohibited on the south side of the High Street and the top of Balcombes Hill will be closed to provide a safe walking route for pedestrians. A special edition of the e-newsletter will be sent out a week before the event listing the stalls and shops. **Action Clerk and Cllr Craig Broom.**
- 222/21 **Broadband update.** Following minute 190/21, Cllr David Knight reported:  
**Project A:** Now in delivery.  
**Project B1:** So far 94% of vouchers have been returned.  
**Project B2:** This is being re-estimated by Openreach following the splitting of Project B. All postcodes in this scheme will qualify for top up funding from KCC.  
**Kildown:** The project is expected to go live in March 2022.

#### HIGHWAYS COMMITTEE

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

- 223/21 **Lorry Watch and Speed Watch.** Following minute 134/21. It was **noted** that volunteers are carrying out the 'Watch' weekly photographing HGVs and sending them to Kent Highways. It was noted that some HGVs are using North Rd and Chequers Road to avoid the High Street.
- 224/21 **Speed Indication Device.** It was **noted** current data shows that a large proportion of vehicles travelling along the A262 Cranbrook Road do so above the 30mph limit.
- 225/21 **Safety improvements to the A21.** Following minute 191/21 Cllr David Boniface reiterated his comments regarding the successful meeting with Highways England in September.

## PLANNING COMMITTEE

226/21 *Recent planning Applications;* Please see Appendix 1.

## YOUTH AND HOUSING COMMITTEE

Chairman of the Youth and Housing Committee reported:

227/21 *Mary Day's Garages project.* Council **resolved** to accept the terms of the contract and covenant, available to members prior to the meeting, relating to the purchase of the garages at Mary Days. The contract and covenant will be signed at a later date.

**Action: Clerk**

228/21 *Transfer of the Chequer Field title to Goudhurst Parish Council.* Following minute 195/21 it was **noted** that a copy of the 2016 drainage report, commissioned by TWBC, had been received. The Committee will now investigate options for pitch improvements and funding streams. **Action: Youth Committee.**

## VOLUNTEERING PROJECT

229/21 The Chairman briefed Council on his meeting with local resident, Mr Michael Prentis regarding a volunteering group for the Parish. It was agreed that Cllr Antony Harris should approach Mr Prentis to see if he would be willing **to support Council in implementing some of his suggestions.** **Action:** Cllr Antony Harris.

## DELEGATION OF POWERS

230/21 It was **resolved** that Council should continue to meet face-to-face but that this arrangement should be reviewed regularly based on current COVID data and changes to legislation. It was **noted** that following the ending of the The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 on 06 May 2021, Council is required to hold meetings under the provisions of the LGA 1972 Schedule 12 which does not permit Council to meet virtually. It was further **noted** that Working Group meetings are not subject to the provision of Schedule 12. It was agreed that Clerk will provide a guide to the provisions of LGA 1972, S101.

## ACCOUNTS

The Deputy Clerk and Responsible Finance Officer reported:

231/21 *Accounts for Council's November 2021 meeting:*

### Receipts in October 2021:

Burial Authority	£725.00
TWBC – Chequer Field payment	<u>£6,000.00</u>
Total	£6,725.00

### Payments in Oct 2021:

UTB	£19,742.60
NatWest	<u>0.00</u>
Total:	£19,742.60

### Cash balances at Bank 29 Oct 2021:

UTB	£130,325.51
NatWest	£33,773.03
CCLA PSDF	<u>£20,575.45</u>
Total	£184,673.99

These figures of Receipts, Payments and Cash Balances to the end of October were presented to Council (Board Intelligence (BI)) and supported by full Reconciliation documentation with Bank Statements and Council's entries in the Rialtas accounting software.

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

There were no queries relating to the accounts.

232/21 *Payment U968 under S137.* It was **resolved** that this Council, in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur this expenditure. In the opinion of this council it is in the interests of the inhabitants of the Parish of Goudhurst and will benefit them in a matter commensurate with the expenditure of £50.00 to purchase from the Goudhurst branch of the Royal British Legion two poppy wreaths for the 2021 Remembrance Day services at the Goudhurst and Kilndown War Memorials.

#### ITEMS FOR INFORMATION

233/21 Council was thanked by the members of the public present and Seán Holden for all of their good work in looking after the Parish.

#### NEXT PARISH COUNCIL MEETING

234/21 Parish Council Meeting on Monday 13 December 2021, 7.30pm in the Parish Hall.

The meeting closed at 21.40 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 08 November 2021

### Recommendations and Decisions October 2021

Application	Address	Proposal	GPC	TWBC
21/00846	2 Hammonds Farm Cottages, Smiths Lane	Erection of a timber framed greenhouse (Retrospective)	Approve	Granted
21/02158	Gatehouse, Ranters Lane	Erection of a pre made wood three sided shed	Approve	Granted
21/02855	Triggs Farm, Cranbrook Road	Variation of Condition 4 (Internal Road Configuration Drawings) of 17/02765/OUT - To amend condition 4 to read: 'The development hereby permitted shall be carried out in accordance with the following approved plans: 15679 H-01 Rev P1 & DHA/11357/21'.	<b>Refuse:</b> lack of clarity over the proposed use of the site; no reason to extend permission; drive changes not material to the application.	Granted with conditions
21/02857	Twysden Cottage, Kilndown	Demolition of the existing prefabricated detached garage located to the front of the property, relocation of oil tank so that it is at least 2m from any structure, and construction of new prefabricated garage on new foundation following severe subsidence related damage.	Approve	Granted
21/03000	Swan Farmhouse, Swan Lane	Single storey garden room	<b>Refuse:</b> Size, scale, design and Materials	Granted
21/03215	High Views, Ballards Hill	Variation of Condition 3 (Approved Plans) of 21/00487/FULL - Re-instate same condition with new substituted plans	Approve	
21/03234	Risebridge Farmhouse, Ranters Lane	Construction of new shelter / summerhouse and garden equipment storage building.	Approve	
21/03265	2 Providence Cottages, Chicks Lane	New garage	Approve	

Date: 04/11/2021

## Goudhurst Parish Council Current Year

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## Unity Trust Current A/c

## List of Payments made between 01/10/2021 and 31/10/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
08/10/2021	NEST	DD	107.63 ✓		GPC contrib Clerk's pension
11/10/2021	Lloyds/UTB Debit card	DD	69.16 ✓		Debit card
18/10/2021	EE	DD	12.54 ✓		Clerk's business sim card
18/10/2021	Southern Electric	DD	400.30 ✓		Energy Qtr 2 Balc Hill Toilets
19/10/2021	GroundsCare & General Services	U951	1,547.04 ✓		Grounds maint contract
19/10/2021	Capel Ground Care	U952	1,515.14 ✓		Grounds maint contract
19/10/2021	Tenterden Twilight Commercial	U953	1,027.74 ✓		Cleaning contract
19/10/2021	Pearson's Landscapes	U954	111.60 ✓		Pearson's Landscapes
19/10/2021	Microshade Business Consultant	U955	163.94 ✓		Citrix Inv 15139
19/10/2021	Tate & Tonbridge Fencing Ltd	U956	1,913.76 ✓		Kissing Gate Lurk Rise replace
19/10/2021	SLCC Enterprises Ltd	U957	52.30 ✓		Clerks' Manual
19/10/2021	Jacqueline Clark	U958	200.00 ✓		KALC Mtg catering & service
19/10/2021	Kent Assoc of Local Councils	U959	60.00 ✓		Inv 1863824999 Ann'l Finance
19/10/2021	Living Forest Ltd	U960	1,232.06 ✓		Council's Tree safety & maint
19/10/2021	Rialtas Business Solutions	U961	1,996.80 ✓		Burials software
19/10/2021	Sara Graff & Co	U962	180.00 ✓		Legal fees G'hurst Fibre CIC
19/10/2021	Darren Terry	U963	70.00 ✓		Cheq Field pav'n plumbing repa
19/10/2021	Richard Greenaway	U964	254.00 ✓		Balc Hill toilets maint
19/10/2021	AVB Farnfield	U965	1,932.20 ✓		Salary Oct 21
19/10/2021	CL Reed	U966	1,607.94 ✓		Clerk Salary Oct 21
19/10/2021	HM Revenue & Customs	U967	1,284.88 ✓		PAYE NI Oct
19/10/2021	Goudhurst Branch RB Legion	U968	50.00 ✓		Remembrance wreaths X 2 S137
19/10/2021	Balanced Audio Visual	U969	576.00 ✓	} 864.00	CCTV video feed repair parts
19/10/2021	Balanced Audio Visual	U970	288.00 ✓		Installation repair CCTV syste
19/10/2021	The Living Forest Ltd	U971	513.36 ✓		Tree work St Mary's Cemetery
19/10/2021	Buss Murton Law	U972	2,132.00 ✗		Transfer Cheq Field from TWBC
19/10/2021	Buss Murton Law	U972	-2,132.00 ✗		Transfer CheqField from TWBC
19/10/2021	Buss Murton Law	U972	1,832.00 ✓		Transfer Cheq Field from TWBC
19/10/2021	Buss Murton Law	U972	1,832.00 ✗		Legal advice Chequer Field
19/10/2021	Buss Murton Law	U972	-1,832.00 ✗		Transfer Cheq Field from TWBC
19/10/2021	BT	DD	191.52 ✓		Broadband to Parish Hall
25/10/2021	E.ON UK plc	DD	25.18 ✓		Plain light & Kdown red kiosk
25/10/2021	VEOLIA Environmental Services	DD	151.92 ✓		Burial Grounds bin
28/10/2021	Wellers Law Group LLP	U973	240.00 ✓		Legal advice Burial Authority
29/10/2021	Infinity Technology Solutions	DD	135.59 ✓		Office phones and Bband Oct
<b>Total Payments</b>			<b>19,742.60</b> ✓		

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## Unity Trust Current A/c

## Cash Received between 01/10/2021 and 31/10/2021

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
21/10/2021	Atherton	BACS	Interm Atherton PG1240	450.00 ✓
19/10/2021	Buss Murton	BACS	TWBC payment re Cheq Field	6,000.00 ✓
15/10/2021	Oliver	BACS	Change owner PG1338	50.00 ✓
13/10/2021	Simple Kent Funerals	BACS	Interm Ryan PG1080	225.00 ✓
			<b>Total Receipts</b>	<b>6,725.00 ✓</b>

Burial Authority Fees £ 725.00

TWBC payment re Cheques Field £ 6,000.00