

# Goudhurst Parish Council



## MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL

on Monday 10 October 2022 at 7.30pm in Goudhurst Village Hall

### PARTICIPANTS

Councillors Jill Andrew, David Boniface, Craig Broom, Antony Harris (Chairman), Phil Kirkby, David Knight (Borough Councillor), Barry Noakes, Caroline Richards and Alison Webster. Claire Reed, Clerk and Panetta Horn, RFO.

### CO-OPTION

212/22 It was **resolved** to postpone the co-option of new members until the Council meeting in November. It was further **resolved** to invite all candidates to an informal interview with members on 31 October 2022.

### APOLOGIES

213/22 Were accepted from Cllr Guy Sutton (holiday).

### DISCLOSURES OF INTEREST

214/22 Cllr David Boniface declared an interest in the item relating to Goudhurst Village Hall.

### MINUTES OF THE LAST MEETING

215/22 It was **resolved** that the Minutes of the Parish Council Meeting held on 12 September, 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

216/22 There were none.

### REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

217/22 Borough Cllr David Knight reported:

**Boundary Commission Proposals.** Following minutes 145/22 and 183/22. TWBC had an extraordinary meeting on 05 October to discuss the draft warding proposals of the Local Government Boundary Commission for England (LGBCE). Cllr Tom Dawlings tabled a motion at the extraordinary meeting requesting a review of the decision by TWBC to retain election by thirds. This decision has led to the LGBCE requirement to have 3-Member wards throughout the Borough rather than flexible warding arrangements including single and 2-member wards. A change to the voting system will require a public consultation. The motion was approved and the public consultation will take place online, between the 13 October and 23 November. The consultation outcome will be considered by the General Purposes committee on 05 December 2022 and a vote to be taken on next steps.

## CHAIRMAN'S ANNOUNCEMENTS

218/22 The chairman, Cllr Antony Harris reported:

**Boundary Commission Review.** Cllr Jill Andrew attended the Extraordinary meeting of TWBC to make representation of behalf of GPC. Cllr Andrew briefed council on the representation which is focussed on Kilndown remaining in the same ward as Goudhurst.

**Resignation of Cllr Alan Foster.** It was **noted** that Cllr Foster has resigned from council. The Council unanimously thanked Cllr Foster for his service over his term in office. It was **noted** that Cllr Foster's resignation leaves a vacancy for a nominative trustee of the Village Hall. It was **resolved** to appoint to Cllr Phil Kirkby as council's second appointed trustee. **Action: Clerk to inform the Hall Committee and request accounts, constitution and meeting dates for Cllr Kirkby.**

**Council Vacancies.** It was **noted** that all councillors will be up for re-election in May 2023. The chairman asked councillors to consider how new candidates could be encouraged to stand for election.

**The Goudhurst Living Room.** It was noted that some local authorities and charities are setting up 'warm rooms' to support those who are unable to heat their own homes due to the current cost of living crisis. Cllr Jill Andrew has been investigating the possibility of using areas in the Parish to establish a 'Goudhurst Living Room'. It was agreed that Cllrs Jill Andrew and Alison Webster will investigate possible locations and need are report to council at their November meeting. Clerk will look into possible funding stream/ powers. **Action: Cllrs Jill Andrew and Alison Webster and the Clerk.**

## CLERKS REPORT

219/22 **Public Session.** The Clerk proposed that for future meetings, the public session be brought forward to 7pm, prior to the formal meeting of Council at 7.30pm. The session would be more informal and would not require all councillors to be present. Any issues which required discussion could be added to the next council agenda. It was suggested that a rota of councillors be drawn and that refreshments could be provided. It was agreed to give the suggestion further consideration.

**Christmas Shutdown 2022-23.** It was noted that the Parish Office will be closed from 3pm on Friday 23 December 2022 and reopen at 9am on Tuesday 03 January 2023.

**Energy Saving Network project event.** Following minute 187/22. It was noted that the information sessions being run by North & West Kent Citizens Advice had been very popular and that it is hoped a date in February can be secured for the Parish.

**Poppy Appeal 2022.** It was noted that the Goudhurst Branch of the Royal British Legion will be selling poppies on The Plain during October and November.

## ACCOUNTS

The Responsible Finance Officer, Mrs Panetta Horn, reported:

220/22 **Accounts for Council's October 2022 meeting:**

### **Receipts UTB in September 2022**

Burial Authority	£1,400.00
Precept (2 <sup>nd</sup> Half)	£105,000.00
Rental – Mary Days garages	£572.00
Total	<hr/> £ 106,972.00

**Receipts CCLA in September 2022**

Interest Reinvested	£28.31
Total	<hr/> £28.31

**Payments in September 2022**

UTB	£13,349.85
Natwest	0.00
CCLA	0.00
Total	<hr/> £13,349.85

**Cash Balances at Bank on 30<sup>th</sup> September 2022**

UTB	£180,640.89
Natwest Current Account	£33,773.03
CCLA PSDF (31.05.22)	£20,683.12
Total	<hr/> £235,097.04

A complete list of all payments made by Council in September 2022 follows as a supplementary page in Appendix 2.

- 221/22 **Budget for 2023-24.** It was **noted** that council currently has 4 main maintenance contractors. It is planned that this number will be reduced to provide better value for money. It was agreed that the Amenities Committee and Burial Authority will review current maintenance contracts and report any changes needed to the RFO. Current grant payments will be reviewed by the Finance Committee once the new Grant Policy is completed by the Clerk and adopted by Council at their November meeting. **Action: Amenities Committee, Burial Authority and Clerk.**
- 222/22 **Audit Report.** It was **noted** that the limited assurance review for 2021-22 has been completed. The external auditors, PKF Littlejohn, did not raise any matters for consideration by Council.

MATTERS ARISING

- 223/22 **Standing Committees.** The current number of standing committees and number of meetings was discussed. It was agreed that this should be considered further.
- 224/22 **Meeting Location.** It was **noted** that the trustees of Goudhurst Village Hall are proposing that Council meetings move back to the Jessel Room where they were held prior to COVID restrictions. Under the Public Bodies (Admissions to Meetings) Act 1960, meeting of the council must be open to the public. Under the Equality Act 2010, the council is required to make reasonable adjustments (which may include making physical alternations to premises used for meetings or changing the premises used for meetings) if it disadvantages disabled persons. It was **noted** that the Jessel Room may be considered inaccessible to disabled persons. It was suggested that all meetings could be held on a Monday or the location changed. It was **agreed** that the Clerk and Cllr Phil Kirkby will consider options and report back to council. **Action: Clerk & Cllr Phil Kirkby.**
- 225/22 **KCC members grant.** It was **noted** that monies had been ringfenced for the parish by County Cllr Sean Holden. It was **resolved** to apply for a grant to establish a pétanque pitch on the Village green for use by the community.

226/22 **Request for a refund on a burial plot.** It was resolved to refund the sum of £160 to Mrs Livermore for plot J77, PG1120.

***It was resolved to move into a closed session.***

#### STAFFING COMMITTEE

Cllr Jill Andrew updated council on staffing matters:

227/22 **Retirement of Anthony Farnfield.** It was **noted** that Anthony Farnfield retired on 30 September 2022. He has decided not to continue as a consultant to council. Councillors unanimously thanked Mr Farnfield for his long and dedicated service to the Parish.

228/22 **Recruitment of an Assistant Clerk.** It was **noted** that interviews will be held on 21 October. It was **agreed** that the panel will be Claire Reed, Clerk, Cllr Phil Kirkby and Cllr Jill Andrew.

***It was resolved to extend the meeting beyond two hours (Standing Orders point 3z).***

#### AMENITIES COMMITTEE

229/22 Council received the minutes of the Amenities Committee meeting held on 27 September 2022.

#### FINANCE COMMITTEE

230/22 Council received the minutes of the Finance Committee meeting held on 06 September 2022.

#### PLANNING COMMITTEE

231/21 ***Recent planning Applications;*** Please see Appendix 1.

#### NEXT PARISH COUNCIL MEETING

232/22 Parish Council Open Meeting, Monday 14 November 2022 at 7.00pm in Goudhurst Village Hall.

The meeting closed at 21.52

Claire Reed  
Clerk

## Appendix 1 to Minutes of a Council Meeting held on 10 October 2022

### Recommendations and Decisions September 2022

Application	Address	Proposal	GPC	TWBC
22/02094	Junction Of Triggs Farm, Cranbrook Road And Holly Villas, Goudhurst	Reconfiguration of vehicle access point, including boundary alterations to Holly Villas to secure visibility.	<p><b>Refuse.</b> Although this is a proposal to update what is a dangerous exit onto the A262 Goudhurst Parish Council (GPC) consider the current proposal does not demonstrate that it can create an access that has the required level of safe exit onto the A262.</p> <p>This is a 30mph zone however, traffic and analysis from June 2016 show 92% exceed this limit with 15% exceeding 37 mph. Along with the proximity of the Goudhurst Inn car park, poor and inadequate sight lines, a narrow carriageway which makes it challenging for HGV's to pass and resident parking east of the exit GPC are not convinced that this proposal creates what could be considered a safe exit. GPC are also concerned about the inclusion of narrow footways alongside an already narrow carriageway and the proximity of an unregulated crossing point at this location add rather than diminish risk.</p> <p>Goudhurst Parish Council are aware that in other applications (17/02765 and 22/00159) it has been proposed to close this access to the properties at Triggs with the provision of an alternative access. The alternative access was required because of the risks associated with the use of this junction to support any additional traffic associated with further development. There is concern that further</p>	Withdrawn

**Appendix 1 to Minutes of a Council Meeting held on 10 October 2022**

Recommendations and Decisions September 2022

			<p>development (22/01842 use of former shoot lodge as residential) and the conversion of further buildings which act as a new shoot lodge are adding to the risk associated with this access.</p> <p>There will be an impact on two listed buildings (1&amp;2 Holly Villas). As this proposal involves significant change to the curtilage of both these properties GPC are surprised that there appears to be no associated listed building consent for either of these properties. We also note with concern comments from the conservation officer.</p>	
22/02072	Little Barden, North Road	Rear dormer extension, re-cladding, re-glazing and forming new, stepped pedestrian access from driveway	Approve	Permitted
22/02124	Dunley Cottage, Ballards Hill	Single storey rear extension with external garden store room below	Approve. The Council is concerned about the loss of privacy/ light for neighbours from the proposed patio.	Permitted Condition re privacy
22/02147	Wagtail Farm, Jarvis Lane	Variations of conditions 2 & 3 of 17/03813/FULL - to use stone on the front elevation in place of timber boarding previously approved.	<b>Refuse.</b> Stone is not in keeping with a modern agricultural building. The council note that the applicant states in this application that development started on 04 January 2022. Permission was granted on 12 January 2018 and condition 1 states that works should start within 3 years. Therefore, this is outside of the permitted time scale.	Permitted

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22/02159	1 The Retreat, Lidwells Lane	Proposed single storey rear extension	Approve	Permitted
22/02296	Appledowne, North Road,	Remove existing rear decking and fences , Erection of new decking, pergola, and privacy screens,	Approve	Permitted
22/01611	Paygate, Winchet Hill	Change of use of land to Equestrian and provision of 40M x 20M Equestrian Sand School with Silica sand and rubber chip topping.	Approve conditional on the following: (see minutes). Marked Y under the Tunbridge Wells Agreement	
22/01666	Little Marlingate, Bedgebury Road	Erection of new garage with associated access, addition of timber fence to provide acoustic screening from highway and associated landscaping.	Approve	
22/02488	Monks, Summerhill	Proposed two bay car barn.	Approve	
22/02523	Nursery Farm Oast, London Road	Erection of 2 bay cart style garage and log store	Approve. The revised design is much more in keeping with the farmstead and is in a better location, being away from the view of the main road.	
22/02580	Lamberts, Church Road	Conversion of double garage/annex to from two bedroom annexe ancillary to main house, Erection of single storey extension to annex.	Approve conditional on the annex remaining ancillary to the main dwelling and without long term occupation or rental	

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22/02546	The Stables, Gore Court, North Road	Erection of single storey rear extension	The committee query the ability to physically build the extension, as designed, with its proximity to the boundary and neighboring property.	
22/02581	Ladham Oasthouse, Ladham Road	Replacement of Garage/Workshop with swimming pool and associated pool house/garage.	<b>Refuse</b> on the basis of mass and scale in relation to the existing historic building and overall visual appearance and relationship to site.	
22/02587	Cloud Cottage, North Road	Proposed ground and first floor extension	Approve	
22/00704	4 Clay Cottages, Clayhill	Demolition of existing garage and construction of 1no dwelling with associated parking and landscaping	Approve conditional on the creation of a new parking space at No 4 Clay Cottages. Comments: This is an overdevelopment of a very small and constrained site. The Committee has concerns over the mass and scale on the plot. The Committee notes that although the roofline is no higher than the adjoining development, the proximity to it creates a dominating effect. On viewing the site, cars were parked very close to the site entrance, any additional cars and site traffic parked on the A262 will radically change the site lines for the entrance and cause significant congestion in the village. The risk associated with any car attempting to reverse onto, or from, the A262 was considered to be high.	



Date: 06/10/2022

**Goudhurst Parish Council Current Year**

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Time: 15:42

**Bank Reconciliation up to 30/09/2022 for Cashbook No 4 - Unity Trust Current A/c**

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
01/09/2022	SO	342.62		342.62		R <input type="checkbox"/>	Microshade Business Consultant
01/09/2022	SO	600.00		600.00		R <input type="checkbox"/>	Robert Hillier
02/09/2022			140.00	140.00		R <input type="checkbox"/>	Receipt(s) Banked
05/09/2022	SO	1,739.19		1,739.19		R <input type="checkbox"/>	Capel Ground Care
05/09/2022	DD	233.17		233.17		R <input type="checkbox"/>	Nest
09/09/2022	DD	101.37		101.37		R <input type="checkbox"/>	Lloyds Bank
16/09/2022	SO	61.00		61.00		R <input type="checkbox"/>	Envirocure Ltd
16/09/2022			950.00	950.00		R <input type="checkbox"/>	Receipt(s) Banked
20/09/2022	DD	13.70		13.70		R <input type="checkbox"/>	EE
20/09/2022	BACS	106.60		106.60		R <input type="checkbox"/>	Envirocure Ltd
20/09/2022	BACS	198.00		198.00		R <input type="checkbox"/>	Complete Weed Control (Kent)
20/09/2022	BACS	150.00		150.00		R <input type="checkbox"/>	Pearson's Landscapes
20/09/2022	SO	1,331.36		1,331.36		R <input type="checkbox"/>	HMRC
20/09/2022	BACS	1,090.00		1,090.00		R <input type="checkbox"/>	John Fermor
20/09/2022	BACS	15.00		15.00		R <input type="checkbox"/>	Goudhurst Parish Hall
20/09/2022	BACS	258.00		258.00		R <input type="checkbox"/>	Ann Millward
20/09/2022	BACS	1,939.78		1,939.78		R <input type="checkbox"/>	C L Reed
20/09/2022	BACS	895.20		895.20		R <input type="checkbox"/>	F&C Cleaning
20/09/2022	SO	1,389.42		1,389.42		R <input type="checkbox"/>	AVB Farnfield
20/09/2022	BACS	80.20		80.20		R <input type="checkbox"/>	Amazon Co UK
20/09/2022	BACS	1,624.04		1,624.04		R <input type="checkbox"/>	GroundsCare & General Services
20/09/2022			168.00	168.00		R <input type="checkbox"/>	Receipt(s) Banked
20/09/2022			135.00	135.00		R <input type="checkbox"/>	Receipt(s) Banked
20/09/2022			135.00	135.00		R <input type="checkbox"/>	Receipt(s) Banked
23/09/2022	SO	739.22		739.22		R <input type="checkbox"/>	Panetta Horn
23/09/2022			134.00	134.00		R <input type="checkbox"/>	Receipt(s) Banked
26/09/2022	DD	233.17		233.17		R <input type="checkbox"/>	Nest
26/09/2022			450.00	450.00		R <input type="checkbox"/>	Receipt(s) Banked
28/09/2022	DD	156.83		156.83		R <input type="checkbox"/>	VEOLIA Environmental Services
30/09/2022	DD	155.98		155.98		R <input type="checkbox"/>	Infinity Technology Solutions
30/09/2022	DD	36.00		36.00		R <input type="checkbox"/>	Unity Trust Bank
30/09/2022			105,000.00	105,000.00		R <input type="checkbox"/>	Receipt(s) Banked
		<u>13,489.85</u>	<u>107,112.00</u>				