

Goudhurst Parish Council



MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL

on Monday 09 January 2023 at 7.30pm in Goudhurst Village Hall

PARTICIPANTS

Councillors present: Cllrs Jill Andrew, David Boniface, Craig Broom, Antony Harris (Chairman), Phil Kirkby, David Knight (Borough Councillor), Geoff Mason, Barry Noakes, Caroline Richards, Guy Sutton, Oliver Tinkler and Alison Webster and County Councillor Seán Holden (left at 7.45pm).

Officers present: Claire Reed, Clerk; Rebecca Barden, Assistant Clerk and Panetta Horn, RFO. Two Members of the public.

APOLOGIES

257/22 There were none.

DISCLOSURES OF INTEREST

258/22 There were none.

MINUTES OF THE LAST MEETING

259/22 It was **resolved** that the Minutes of the Parish Council Meeting held on 14 November 2022, copies of which had been previously distributed to Members via Board Intelligence, be signed by the Chairman as a correct record.

REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

260/22 County Councillor Seán Holden reported:

Budget. There is a £65 million gap in the budget to close at KCC. As a result, there will be a reduction in some services such as charitable grants and bus services. The UK Government is allowing the County Council to raise the council tax by 5% and an additional 3% for social care. There are ongoing difficulties with the provision of transport to educational settings for SEN students. The number of students in the county requiring this support is 20% higher than the UK average. The provision is very expensive especially when using taxis. KCC are considering the sale of some redundant buildings and assets and the redeployment of people and services to bring a reduction in costs.

261/22 Borough Cllr David Knight reported:

Boundary Commission.

At the December meeting of TWBC, the majority voted in favour of a change in the electoral system to all out elections but didn't achieve the 2/3 needed to make the change. Therefore, TWBC councillors will continue to be elected by thirds.

It was **resolved** to bring item 8.1 forward.

262/22 **Future location of Council Meetings.** It was **resolved** to book Goudhurst Village Hall every Tuesday evening for three hours until the end of May 2023. It was **noted** that this would require a revision of current meeting dates. **Action: Clerk to book the hall for Tuesdays and publish revised meeting dates.**

CHAIRMAN'S ANNOUNCEMENTS

262/22 The chairman, Cllr Antony Harris reported:

Boundary Commission Review. All neighbouring parishes were represented and spoke at the TWBC meeting on 14 December 2022. In total 11 parishes registered to speak including GPC's Chairman.

Committee Priorities. Committee should look to spend project earmarked funds before the end of this council's term.

Business Networking Event. Will take place on 03 March 2023, Greg Clark MP has agreed to attend as the keynote speaker.

Elections in May 2023. Anyone not wishing to stand for re-election was asked to let the Clerk know and all councillors were asked to encourage others within the community to stand. The deadline for nominations is 4pm on 4 April 2023. Action: Clerk to send nomination forms to Cllrs and advertise the election on the Parish noticeboard and website.

CLERK'S REPORT

The Clerk, Mrs Claire Reed, reported:

263/22 **Maintenance Contracts for 2023/24.** Maintenance contractors were invited to tender at the end of 2022. Unfortunately, some contracts did not receive enough interest so the RFO will be sending invitations to tender to additional contractors. The new contracts will begin on 01 April 2023.

Energy Saving Talk. It was noted that the West Kent Citizens Advice Service are holding an energy saving talk and advice session on 10 February 2023, hosted by the Parish Council, in the Village Hall at 10.30am.

Vandalism at the Public Conveniences, Balcombes Hill. It was noted that an arson attack took place in the male toilets in December 2022. Fortunately, the damage was minimal and was mostly smoke damage. The facilities have been deep cleaned by Council's cleaning contractor however further work is required to maintain the platinum standard. The incident was reported to the police but, due to a power outage, the CCTV was not operating at the time of the attack. It was further noted that graffiti had been sprayed on the outside wall of the men's facilities in December and also on two other walls; one on Back Lane and another on Balcombes Lane. The perpetrator was caught on CCTV and the images will be passed to the police. **Action: Clerks**

Website. The Clerk has sought quotes and advice from two companies on updating the Parish Council website and making it more user friendly. Cllr Craig Broom agreed to discuss this with the Clerk. **Action: Cllr Craig Broom & Clerk**

ACCOUNTS

The Responsible Finance Officer, Mrs Panetta Horn, reported:

264/22 **Accounts for Council's January 2023 meeting:**

Receipts UTB in November 2022

Burial Authority	£0
Rental – Mary Days garages	£168.00
Total	<hr/> £ 168.00

Receipts CCLA in November 2022

Interest Reinvested	£35.64
Total	£35.64

Payments in November 2022

UTB	£50,011.73
Natwest	0.00
CCLA	0.00
Total	£50,011.73

Cash Balances at Bank on 30th November 2022

UTB	£150,432.48
Natwest Current Account	£33,773.03
CCLA PSDF (31.05.22)	£20,748.50
Total	£204,954.01

Receipts UTB in December 2022

Burial Authority	308.21
Rental – Mary Days garages	438.00
Total	£ 746.21

Payments in December 2022

UTB	£22,580.12
Natwest	0.00
CCLA	0.00
Total	£22,580.12

Cash Balances at Bank on 31st December 2022

UTB	£128,598.57
Natwest Current Account	£33,773.03
CCLA PSDF (31.05.22)	£20,748.50
Total	£183,120.10

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

265/22 **Budget and Precept for 2023/24.** It was **resolved** to accept the budget for 2023-24 as recommended by the Finance Committee and to set the precept for 2023-24 at £219,800 which is a rise of 3.5% on 2022-23. This equates to £160.34 a year for a Band D property, an increase of £5.49. **Action: RFO**

MATTERS ARISING

267/22 **Survey Monkey.** It was **resolved** to cancel the Survey Monkey subscription.

- 268/22 **Goudhurst Living Room.** It was noted that the ‘take up’ of support from the Warm Spaces Project was minimal in Goudhurst Village. It was **agreed** that Cllr Jill Andrew would speak to Speak to Ali Williams of GK church to see if any funding was required. **Action: Cllr Jill Andrew.**
- 269/22 **Additional Payment to the Clerk.** It was **resolved** to approve the expenditure of £1,000 to the Clerk for additional hours worked during the transitional period, August to November 2022.
- 270/22 **Health & Safety Policy.** It was **resolved** to adopt the revised Health & Safety policy.
- 271/22 **Finance Committee delegated authority.** It was **resolved** to delegate authority for the awarding of grants to the Finance Committee with immediate effect. **Action: Clerk to update the Finance Committee terms of reference.**

AMENITIES COMMITTEE

- 272/22 Council **resolved** to adopt the minutes of the Amenities Committee meeting held on 22 November 2022.

BUSINESS & COMMUNICATIONS COMMITTEE

- 273/22 Council **resolved** to adopt the minutes of the Business & Communications Committee meeting held on 15 November 2022.

It was resolved to extend the meeting by 15 minutes.

POLICY COMMITTEE

- 274/22 Council **resolved** to adopt the minutes of the Policy Committee meeting held on 28 November 2022.

BURIAL AUTHORITY

Chairman of the Burial Authority, Cllr Caroline Richards reported:

- 275/22 It was **noted** that the Chairman of the Burial Authority and the Clerks have recently attended a KALC run course on cemetery management. The Chairman and Clerk have also visited the manager of Tunbridge Wells cemetery and crematorium and are working on a revised version of the Burial Ground regulations. **Action: Clerk and Cllr Caroline Richards**

YOUTH & HOUSING COMMITTEE

There was no update.

STAFFING COMMITTEE

Chairman of the Staffing Committee, Cllr Guy Sutton reported:

- 277/22 Performance Management for officers is in hand. **Action: Clerk to source performance management templates and send to the Staffing Committee.**

HIGHWAYS COMMITTEE

Chairman of the Highways Committee, Cllr David Boniface reported:

- 278/22 **Highways Improvement Plan (HIP).** The recent HIP meeting with Kent Highways was positive and the Council’s priorities were confirmed. They are: 1. A lower Speed Limit for the 0.9mile stretch of the A262 from Iden Green up to the 30mph in Goudhurst Village. 2. A permanent or part-time 20mph speed limit on the A262 adjacent to the junction with

Beaman Close. 3. Concern over the large number of pedestrian/vehicle conflicts due to the shared areas on the High Street. 4. Reduction of the speed limit from 40mph to 30mph on the A262 from Spelmonden to the junction with Blue Coat Lane. Kent Highways have begun to look into these requests.

A21 Safety Improvements. The Stonecrouch Safety Group held an online meeting with National Highways recently. National Highways have agreed to a number of safety measures due to be implemented in March 2023, subject to environmental consent.

Congestion in Goudhurst Village. It was **agreed** to trial placing traffic cones outside of Burfields House on West Road to aid traffic flow. It was **noted** that the owner of Burfields House has been consulted.

PLANNING COMMITTEE

279/21 **Recent planning Applications;** Please see Appendix 1.

NEXT PARISH COUNCIL MEETING

280/22 Parish Council Meeting, Tuesday 14 February 2023 at 7.30pm in Goudhurst Village Hall.

The meeting closed at 21.45

Claire Reed, Clerk

Appendix 1 to Minutes of a Council Meeting held on 09 January 2023

Recommendations and Decisions November 2022

Application	Address	Proposal	GPC	TWBC
22/02723 & 22/02724/LBC	Junction of Triggs Farm, Cranbrook Road	Reconfiguration of vehicle access point, including boundary alterations and replacement boundary wall, to Holly Villas to secure visibility	Refuse. The improvement in the junction are considered small and there is concern that they cannot be guaranteed. The site lines shown in the application cannot be guaranteed and the potential for parking in the area created by the movement of the boundary could potentially make the junction more dangerous. The parking created for Holly Cottage is inadequate for two cars and provides no space for visitors (unlike the existing configuration) and creating additional space would allow cars to park in the space created by the boundary change. There was concern that delivery vehicles and other vehicles would use the space created by the boundary move as parking which could result in vehicles trying to reverse onto the A262. Triggs Farm application proposed to close this exit onto the A262 for safety reasons	
22/02739	Lapwing Farm, Bedgebury Road	Variation of Conditions in relation to conditions 2 (Approved Drawings) and 3 (External Materials Details). With application 20/03544/FULL.	Refuse. The changes in materials lower the standard of the conversion and introduce suburban materials to what is a converted agricultural building. The proposed changes uses materials that do not age and do not complement the local vernacular.	
22/02756 22/02757/LBC	Peacock Inn, Cranbrook Road	Erection of new timber pergola and replacement paving.	Approve	Permitted

Appendix 1 to Minutes of a Council Meeting held on 09 January 2023

Recommendations and Decisions November 2022

22/02812	Anchorage, North Road	Single storey extension to the rear and reconfiguration of the front porch, Existing painted brickwork at the ground floor to be rendered.	Approve	Permitted
22/03090	Lady Oak House, Lady Oak Lane, Flimwell	Erection of proposed outdoor swimming pool and equipment kiosk	Approve	
22/03200	Old Parsonage Surgery, Balcombes Hill	Loft conversion with new staircase; lowering of the pavement for wheelchair use.	Approve	
22/03138	Rose Cottage, Clayhill	Addition of single storey extension on top of existing car garage	Approve	
22/02835	Triggs Oast, Cranbrook Road	Proposed removal of the existing tennis court and the erection of a new detached house and detached garage, with associated works and landscape enhancements.	<p>Refuse. The application was supported by the applicant and both the architect and landscape architect. The application is extremely detailed and complete but it fails to demonstrate conformance with any of the policies set out within our NDP and as a result the committee recommends refusal.</p> <p>The application is intended to support downsizing for the applicant and although our NDP is supportive of opportunities for downsizing that support is in the context of an application that broadly meets the policies set out in the NDP.</p> <p>The application is made under paragraph 80 of the NPPF which supports development if it reflects the</p>	

Appendix 1 to Minutes of a Council Meeting held on 09 January 2023

Recommendations and Decisions November 2022

			highest standards in architecture and significantly enhance its immediate setting, and be sensitive to the defining characteristics of the local area. The committee has no base for comparison and so cannot offer an informed opinion as to whether the application does or does not meet the criteria required by paragraph 80. As such the committee will rely on the recommendation of TWBC. The committee would ask that, in the event of a TWBC recommendation for approval that the application be called-in to committee so that there can be greater public representation and scrutiny.	
22/03169	Whitestocks Farm, Bedgebury Road	Two storey side extension and first floor rear extension, construction of swimming pool with a pool house and for the conversion of the existing garage into a games room and garden store and ancillary annexe accommodation.	Approve	
22/02554	Bethany School, Jarvis Lane	Demolition of existing boarding house (Pengelly House) and construction of a three-storey replacement boarding house comprising accommodation for up to 50 pupils, alongside staff accommodation and associated boarding house facilities, alongside parking and landscaping works	Defer until the December meeting	

Appendix 1 to Minutes of a Council Meeting held on 09 January 2023

Recommendations and Decisions November 2022

22/03072	The Stables, Bedgebury Road	Demolition of existing buildings and erection of a detached single storey dwelling with associated landscape and ecological enhancement works, including removal of hardstanding and menage.	Refusal. The application is for demolition and a new build and not the conversion of an existing redundant building which would possibly be viewed differently. As such the application represents, and new build which, with the change of location and orientation be more prominent in the landscape and more visible from the public footpath. The development is in the AONB and outside the limits-to-build.	
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Date: 08/12/2022

Goudhurst Parish Council Current Year

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Time: 11:40

Bank Reconciliation up to 30/11/2022 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>
01/11/2022	Transfer	33,773.00		33,773.00		R <input checked="" type="checkbox"/>	NatWest Current Account
01/11/2022	22269	124.42		124.42		R <input checked="" type="checkbox"/>	Castle Water
01/11/2022	22293	600.00		600.00		R <input checked="" type="checkbox"/>	Robert Hillier
01/11/2022	22294	342.62		342.62		R <input checked="" type="checkbox"/>	Microshade Business Consultant
01/11/2022	22297	6.00		6.00		R <input checked="" type="checkbox"/>	Unity Trust Bank
07/11/2022	22292	1,739.20		1,739.20		R <input checked="" type="checkbox"/>	Capel Ground Care
07/11/2022	22295	129.95		129.95		R <input checked="" type="checkbox"/>	Southern Electric
07/11/2022	22296	293.41		293.41		R <input checked="" type="checkbox"/>	Southern Electric
07/11/2022	22298	15.00		15.00		R <input checked="" type="checkbox"/>	Companies House
09/11/2022	22287	122.39		122.39		R <input checked="" type="checkbox"/>	Lloyds Multicard
14/11/2022	22257	180.00		180.00		R <input checked="" type="checkbox"/>	Pearson's Landscapes
14/11/2022	22258	870.00		870.00		R <input checked="" type="checkbox"/>	John Fermor
14/11/2022	22259	1,391.54		1,391.54		R <input checked="" type="checkbox"/>	GroundsCare & General Services
14/11/2022	22264	228.00		228.00		R <input checked="" type="checkbox"/>	Ann Millward
14/11/2022	22265	865.20		865.20		R <input checked="" type="checkbox"/>	f&c cleaning services
14/11/2022	22266	147.94		147.94		R <input checked="" type="checkbox"/>	Richard Greenaway
14/11/2022	22267	160.00		160.00		R <input checked="" type="checkbox"/>	Virginia Waller
14/11/2022	22268	35.22		35.22		R <input checked="" type="checkbox"/>	Castle Water
14/11/2022	22270	11.88		11.88		R <input checked="" type="checkbox"/>	Tate & Tonbridge Fencing Ltd
14/11/2022	22271	250.00		250.00		R <input checked="" type="checkbox"/>	Risk Medical Rescue
14/11/2022	22272	246.60		246.60		R <input checked="" type="checkbox"/>	Access Lock and Safe Co
14/11/2022	22273	60.00		60.00		R <input checked="" type="checkbox"/>	Kent Assoc of Local Councils
14/11/2022	22274	108.00		108.00		R <input checked="" type="checkbox"/>	BPD Media
14/11/2022	22275	480.00		480.00		R <input checked="" type="checkbox"/>	SLCC Enterprises Ltd
14/11/2022	22276	383.40		383.40		R <input checked="" type="checkbox"/>	Hurstway Construction Co Ltd
14/11/2022	222301	20.00		20.00		R <input checked="" type="checkbox"/>	kent Playing Fields
16/11/2022	22299	61.00		61.00		R <input checked="" type="checkbox"/>	Envirocure Ltd
17/11/2022	22291	13.70		13.70		R <input checked="" type="checkbox"/>	EE
24/11/2022	22288					<input type="checkbox"/>	Nest
24/11/2022	.1	233.17		233.17		R <input checked="" type="checkbox"/>	Nest
24/11/2022			168.00	168.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
25/11/2022	22260	833.19		833.19		R <input checked="" type="checkbox"/>	Rebecca Barden
25/11/2022	22261	1,959.47		1,959.47		R <input checked="" type="checkbox"/>	Claire Reed
25/11/2022	22262	677.82		677.82		R <input checked="" type="checkbox"/>	Panetta Horn
25/11/2022	22263	1,102.28		1,102.28		R <input checked="" type="checkbox"/>	HMRC
25/11/2022	22277	106.66		106.66		R <input checked="" type="checkbox"/>	Envirocure Ltd
25/11/2022	22278	59.85		59.85		R <input checked="" type="checkbox"/>	Goudhurst Village Hall
25/11/2022	22279	18.90		18.90		R <input checked="" type="checkbox"/>	Goudhurst Village Hall
25/11/2022	22280	464.40		464.40		R <input checked="" type="checkbox"/>	Breakthrough Communications
25/11/2022	22281	50.00		50.00		R <input checked="" type="checkbox"/>	RBL
25/11/2022	22282	22.50		22.50		R <input checked="" type="checkbox"/>	Rebecca Barden
25/11/2022	22283	49.20		49.20		R <input checked="" type="checkbox"/>	Claire Reed
25/11/2022	22284	10.80		10.80		R <input checked="" type="checkbox"/>	Claire Reed
25/11/2022	22285	628.20		628.20		R <input checked="" type="checkbox"/>	B & K Electrical Contractors
25/11/2022	22286	591.54		591.54		R <input checked="" type="checkbox"/>	Arron Services Ltd
25/11/2022	22263	0.10		0.10		R <input checked="" type="checkbox"/>	HMRC
25/11/2022	22288	233.17		233.17		R <input checked="" type="checkbox"/>	Next Pension
28/11/2022	22289	156.44		156.44		R <input checked="" type="checkbox"/>	VEOLIA Environmental Services

Date: 08/12/2022

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Time: 11:40

Bank Reconciliation up to 30/11/2022 for Cashbook No 4 - Unity Trust Current A/c

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30/11/2022	22290	155.58		155.58		R ■	Infinity Technology Solutions
		<u>50,011.74</u>	<u>168.00</u>				

Date: 07/01/2023

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Time: 12:16

Bank Reconciliation up to 31/12/2022 for Cashbook No 4 - Unity Trust Current A/c

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14/11/2022	22270	11.88		11.88		R <input checked="" type="checkbox"/>	Tate & Tonbridge Fencing Ltd
14/11/2022	22271	250.00		250.00		R <input checked="" type="checkbox"/>	Risk Medical Rescue
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30/11/2022	22290	155.58		155.58		R <input type="checkbox"/>	Infinity Technology Solutions
01/12/2022	22332	342.62		342.62		R <input type="checkbox"/>	Microshade Business Consultant
01/12/2022	22331	600.00		600.00		R <input type="checkbox"/>	Robert Hillier
05/12/2022	22330	1,739.19		1,739.19		R <input type="checkbox"/>	Capel Ground Care
12/12/2022	22325	171.86		171.86		R <input type="checkbox"/>	Lloyds Bank
16/12/2022	22334	61.00		61.00		R <input type="checkbox"/>	Envirocure Ltd
19/12/2022	22329	15.58		15.58		R <input type="checkbox"/>	EE
20/12/2022	22313	84.00		84.00		R <input type="checkbox"/>	DF Security solutions
20/12/2022	22318	219.80		219.80		R <input type="checkbox"/>	Goudhurst Club
20/12/2022	22315	180.00		180.00		R <input type="checkbox"/>	Barnard Westwood
20/12/2022	22324	180.00		180.00		R <input type="checkbox"/>	Kent Assoc of Local Councils
20/12/2022	22323	14.40		14.40		R <input type="checkbox"/>	Claire Reed
20/12/2022	22322	35.30		35.30		R <input type="checkbox"/>	Rebecca Barden
20/12/2022	22321	714.00		714.00		R <input type="checkbox"/>	Capel Ground Care
20/12/2022	22320	54.00		54.00		R <input type="checkbox"/>	Iden Signs
20/12/2022	22319	350.00		350.00		R <input type="checkbox"/>	Wealden Group
20/12/2022	22317	339.90		339.90		R <input type="checkbox"/>	Living Forest Ltd
20/12/2022	22316	2,500.00		2,500.00		R <input type="checkbox"/>	Goudhurst village Hall
20/12/2022	22314	15.00		15.00		R <input type="checkbox"/>	Goudhurst village Hall
20/12/2022	22311	2,300.00		2,300.00		R <input type="checkbox"/>	Kilndown Millenium Green
20/12/2022	22312	550.00		550.00		R <input type="checkbox"/>	Kilndown Millenium Green
20/12/2022	22310	550.00		550.00		R <input type="checkbox"/>	Kilndown Village Hall
20/12/2022	22309	1,566.00		1,566.00		R <input type="checkbox"/>	Living Forest Ltd
20/12/2022	22308	862.80		862.80		R <input type="checkbox"/>	f&c cleaning services
20/12/2022	22307	174.00		174.00		R <input type="checkbox"/>	Ann Millward
20/12/2022	22306	1,459.16		1,459.16		R <input type="checkbox"/>	HMRC
20/12/2022	22305	937.95		937.95		R <input type="checkbox"/>	Panetta Horn
20/12/2022	22304	2,710.67		2,710.67		R <input type="checkbox"/>	Claire Reed
20/12/2022	22303	1,249.59		1,249.59		R <input type="checkbox"/>	Rebecca Barden
20/12/2022	22302	260.00		260.00		R <input type="checkbox"/>	John Fermor
20/12/2022			168.00	168.00		R <input type="checkbox"/>	Receipt(s) Banked
20/12/2022			135.00	135.00		R <input type="checkbox"/>	Receipt(s) Banked
20/12/2022			135.00	135.00		R <input type="checkbox"/>	Receipt(s) Banked
22/12/2022	22326	383.40		383.40		R <input type="checkbox"/>	Nest
22/12/2022			309.20	309.20		R <input type="checkbox"/>	Receipt(s) Banked
22/12/2022			308.21	308.21		R <input type="checkbox"/>	Receipt(s) Banked
22/12/2022			-309.20	-309.20		R <input type="checkbox"/>	Receipt(s) Banked
22/12/2022			0.01	0.01		R <input type="checkbox"/>	Receipt(s) Banked
28/12/2022	22327	152.57		152.57		R <input type="checkbox"/>	VEOLIA Environmental Services
30/12/2022	22328	156.85		156.85		R <input type="checkbox"/>	Infinity Technology Solutions
30/12/2022	22333	1.20		1.20		R <input type="checkbox"/>	Unity Trust Bank
30/12/2022	22335	35.10		35.10		R <input type="checkbox"/>	unity Trust Bank
31/12/2022	22336	1,614.18		1,614.18		R <input type="checkbox"/>	PWLB
		<u>72,591.86</u>	<u>914.22</u>				