

Goudhurst Parish Council



MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL on Tuesday 14 March 2023 at 7.30pm in Goudhurst Village Hall

Before the meeting was convened, there was public participation but no requests to speak had been received.

The meeting was convened

PARTICIPANTS

Councillors present: Cllrs Jill Andrew, Craig Broom, Phil Kirkby (Chairman), David Knight (Borough Councillor) arrived at 8.03pm, Geoff Mason, Barry Noakes, Guy Sutton, and Alison Webster arrived at 8.03pm.

Officers present: Claire Reed, Clerk; Rebecca Barden, Assistant Clerk and Panetta Horn, RFO.

APOLOGIES

311/22 Apologies were accepted from Cllrs Antony Harris (KALC Area Committee meeting) and Caroline Richards (holiday). Apologies were also received from Borough Cllr Linda Hall and County Cllr Sean Holden. It was **noted** that Cllrs David Boniface and Oliver Tinkler were absent.

DISCLOSURES OF INTEREST

312/22 There were none.

MINUTES OF THE LAST MEETING

313/22 It was **resolved** that the Minutes of the Parish Council Meeting held on 14 February 2023, copies of which had been previously distributed to Members via Board Intelligence, be signed by the Chairman as a correct record.

It was resolved to move to item 5 as Borough Cllr David Knight was attending Lamberhurst Parish Council meeting.

MATTERS ARISING (NOT COVERED ELSEWHERE)

314/22 There were none.

CHAIRMAN'S ANNOUNCEMENTS

315/22 There were none.

CLERK'S REPORT

316/22 The Clerk, Mrs Claire Reed, reported:

Apologies. Members were reminded to please send apologies to the Clerk in advance of the meeting. It was noted that recently, a number of councillors has failed to send apologies for their absence.

Parish Elections 2023. The election period begins on 20 March 2023. There are strict guidelines in place for publicity during this period and the Clerk reminded Councillors

attending the Annual Parish Meetings later this month that all information given must be factual and not linked to any individual councillors. The Clerk has received the updated electoral register and is happy to provide voter numbers for nomination forms if requested.

Extraordinary Meeting of Council. An Extraordinary meeting of council has been called for 6.25pm on Tuesday 21 March 2023. The purpose of the meeting is to approve expenditure for the Coronation Celebrations that was received too late for this meeting.

Graffiti. The Assistant Clerk updated councillors. The perpetrator has been questioned by Kent Police and will be charged with criminal damage at the public toilets and, if found guilty in court, will be ordered to cover the cleaning costs. Unfortunately, the other incidences of graffiti were not caught on camera as the CCTV at Burfields House and Village Life was not operating correctly at the time and therefore the cost of cleaning cannot be recovered.

Insurance for the Village Fete. The organising committee, headed by Richard Vinton is aware of Zurich's requirements and will ensure these are met.

New AED for Goudhurst. Mrs Georgia Read-Cutting will confirm the electrical supply at the modern phone box is suitable for the heated cabinet before arranging for the phone box to be painted and the new AED and cabinet ordered.

CCTV for the church wall. CCTV has now been installed at the Star & Eagle to cover the church wall. The Clerk will be meeting with the contractor to arrange access to the footage.

Goudhurst Bus Shelter. The graffiti has been successfully removed from the shelter and repairs to the roof have been carried out. The shelter will be repainted once the weather improves.

ACCOUNTS

The Responsible Finance Officer, Mrs Panetta Horn, reported:

317/22 **Council noted receipts and payments in February 2023:**

Receipts UTB in January 2023

| | |
|--------------------------------|-----------|
| Burial Authority | £0 |
| Rental – Mary Days garages | £168.00 |
| VAT reclaim | £8,780.95 |
| Compensation SE Water | £2,500.00 |
| Receipts CCLA in February 2023 | £63.27 |

| | |
|-----------------------|-------------------|
| Total Receipts | £11,512.22 |
|-----------------------|-------------------|

Payments in February 2023

| | |
|--------------|-------------------|
| UTB | £17,574.47 |
| Natwest | 0.00 |
| CCLA | 0.00 |
| Total | £17,574.47 |

Cash Balances at Bank on 31st January 2023

| | |
|-----|-------------|
| UTB | £137,692.40 |
|-----|-------------|

| | |
|---------|--------------------|
| Natwest | £0 |
| CCLA | £20,911.27 |
| Total | <u>£158,603.67</u> |

A complete list of all payments made by Council in February 2023 follows as a supplementary page in Appendix 2.

- 318/22 Council **resolved** to approve the payments for March 2023 as presented at the meeting and detailed in Appendix 3. Cllrs Craig Broom and Phil Kirkby will approve the payments on UTB. **Action: Cllrs Craig Broom and Phil Kirkby.**

RESOLUTIONS

- 319/22 **Chequer Field Maintenance.** It was **resolved** to approve the expenditure of £10,567.54 for enhanced maintenance of the Chequer Field including increased slitting of the pitch, fertiliser treatment, a new topdressing and reseeded. It was **noted** that the pitch would be out of bounds once the new top dressing was applied between Monday 27 March and Friday 05 May inclusive, subject to weather conditions. **Action: Clerk**
- 320/22 **Coronation Celebrations.** It was **resolved** to approve the expenditure of £5,627.03 for a 40 x 120ft marquee to be erected on the Village Green for the Coronation Celebrations on 05 – 08 May 2023. **Action: Clerk/RFO**
- 321/22 **New gate on the Chequer Field.** It was **resolved** to approve the expenditure of up to £1,500 as a contribution to the cost of a new gate in the south west corner of the Chequer Field. **Action: Clerk**
- 322/22 **Council Meeting Dates 2023.** It was **resolved** to confirm the revised meeting dates from March – May 2023. **Action: Clerk**

BUSINESS & COMMUNICATIONS COMMITTEE

- 323/22 Council **resolved** to adopt the minutes of the Business & Communications Committee meeting held on 07 March 2023. The following decisions were noted:
- Business event.** Although there was much interest in the event/ the establishment of a business group, holding the first event on a Friday evening proved unpopular. Following a small ‘straw poll’, it was agreed that a Thursday evening would be preferable and that the event should be run after the May elections.
- Coronation Celebration May 2023.** There have been a number of working group meetings and plans for the weekend of events are progressing well. The committee Chairman has so far secured £5,000 in sponsorship for the weekend although it is expected this figure will increase. 130 tickets for the Coronation Ball have already sold.
- Christmas Shopping Event 2023.** The shopping event will be held on Saturday 02 December 2023 subject to the availability of Goudhurst Club and the Village Hall. In order to attract visitors and to raise funds, the event needs to be a shopping experience and not a showcase for local organisations and that this needs to be considered when deciding on the use of the Plain. **Action: Clerk to contact Social Club and Village hall.**

REPORT FROM BOROUGH COUNCILLOR

Borough Cllr David Knight reported:

- 324/22 **Budget.** There is expected to be a £350k budget surplus this year, mostly due to payroll savings, interest on savings and the increase in parking charges. There are currently 34

vacancies at the council. There is still a predicated £900k budget deficit for 2023/24 which will impact council services.

Litter on the A21. After much investigation, it seems the litter on the A21 is the responsibility of TWBC. The council is trying to organise a litter pick but it is quite difficult given the health and safety implications. The pick will most likely take place at night and the council may be looking for local volunteers for the pick. It was suggested that local businesses should be asked to contribute to costs if, for example, a lot of the litter was from a particular outlet.

Community Safety. The Community Safety Manager, Terry Hughes, has reported a 1.8% increase in crime to March 2023. However, Tunbridge Wells is still the safest borough in the South East. Mr Hughes has expressed a willingness to assist community speed watch projects.

Crowbourne Orchard, Smiths Lane. The inhabitants of the site have been issued with an enforcement notice following the refusal of planning permission for 'change of use of the land for the accommodation of 1 Gypsy / Traveller Family, with static home, day room, stables and touring caravan' under application 22/01066.

HIGHWAYS COMMITTEE

325/22 Council **resolved** to adopt the minutes of the Highways Committee meeting held on 21 February 2023.

BURIAL AUTHORITY

326/22 Council **resolved** to adopt the minutes of the Burial Authority meeting held on 28 February 2023. The following decisions were noted:

Regulations and Fees. Updated regulations and fees were adopted by the Burial Authority at their meeting on 28 February and will come into force on 01 April 2023.

Grant of Exclusive Right of Burial. As of the 01 April 2023, the grant of the Exclusive Right of Burial will be made for a reduced term of 35 years.

Unauthorised Items on Graves. Minutes 196/22 and 302/22 refer. Most of the holders of the Exclusive Right of Burial have removed the items as requested. Council's contractor removed the rest of the items at the beginning of March. The RFO will charge back to those who asked for the contractor to clear graves on their behalf.

AMENITIES COMMITTEE

Chairman of the Amenities Committee, Cllr David Knight reported:

327/22 **Noticeboard on The Plain.** The notice board on The Plain has been refurbished and a new magnetic back board added.

Green Spaces Management - Lower Glebe Field. Draft recommendations from the HWAONB have been adopted and the committee are hoping to secure funding from Sussex Lund to create a wild flower meadow, plant fruit trees, coppice the holly in the north east corner and to add benches to the field.

Legionella Control. The management contract with Envirocure has been renewed for a further 12 months.

YOUTH & HOUSING COMMITTEE

328/22 There was no update.

PLANNING COMMITTEE

329/22 ***Recent planning Applications***; Please see Appendix 1.

ITEMS FOR INFORMATION

330/22 The Rialtas shutdown will take place on 19 May followed by the internal audit on 26 May 2023.

NEXT PARISH COUNCIL MEETING

331/22 Parish Council Meeting, Tuesday 11 April 2023 at 7.30pm in Goudhurst Village Hall.

The meeting closed at 20.30

Claire Reed, Clerk

Appendix 1 to Minutes of a Council Meeting held on 14 March 2023

Recommendations and Decisions February 2023

| Application | Address | Proposal | GPC | TWBC |
|-------------|---|--|---|-----------|
| 22/03241 | Gore Court, North Road, Goudhurst | Part conversion of garage/store to annex accommodation | Approve conditional on family use only | Permitted |
| 22/03361 | May Farm, Chicks Lane, Kilndown | Variation of Condition 2 of application 22/00821 (the conversion and partial demolition of an agricultural building to a single dwellinghouse) - (Addition of 2No. Flues to serve wood burning stoves, variation of external materials to include blacktimber cladding in addition to black corrugated steel cladding, amendments to fenestration to suit detailed room layouts) | Approve | Permitted |
| 23/00134 | The Bramlings , Beaman Close, Goudhurst, | Fenestration alterations | Approve | |
| 23/00045 | Scotney Castle, Hastings Road, Lamberhurst. | Retrospective - resurfacing work to path & replacement fencing to the south of the Old Castle. | Approve | |
| 22/03632 | Ballards House, Ballards Hill, Goudhurst | Demolition of existing bungalow and detached garage. Creation of two storey dwelling | Approve | |
| 23/00204 | Land Opposite Ranters End, Ranters Lane, Goudhurst, | To renew and make permanent, planning permission for the storage of 2 touring caravans when not in use by the applicant and occasional short-term use by direct | Refuse and Escalate Policy L10 – Protected View Policy L1 – Development within the AONB | |

Appendix 1 to Minutes of a Council Meeting held on 14 March 2023

Recommendations and Decisions February 2023

| | | | | |
|----------|---|---|---------|----------|
| | | family members as overnight accommodation | | |
| 23/00207 | The Spinney , North Road, Goudhurst, Cranbrook, KENT TN17 1AS | New garage at road level with brick supporting structure under for form domestic storage. | Approve | |
| 23/00054 | Hillside Farm , Ranters Lane, Goudhurst, Cranbrook, | Installation of 2 EV charging points | Approve | 23/00054 |

Date: 27/03/2023

Goudhurst Parish Council Current Year

Page 1

Time: 16:00

User: RFO

Bank Reconciliation up to 28/02/2023 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> |
|-------------|-------------------|------------------|--------------------|------------------|-------------------|---------------------------------------|----------------------------------|
| 24/11/2022 | 22288 | | | | | <input type="checkbox"/> | Nest |
| 01/02/2023 | 22395 | 600.00 | | 600.00 | | R <input checked="" type="checkbox"/> | Robert Hiller |
| 01/02/2023 | | | 2,500.00 | 2,500.00 | | R <input checked="" type="checkbox"/> | Receipt(s) Banked |
| 02/02/2023 | | | 168.00 | 168.00 | | R <input checked="" type="checkbox"/> | Receipt(s) Banked |
| 06/02/2023 | 22394 | 1,739.19 | | 1,739.19 | | R <input checked="" type="checkbox"/> | Capel Ground Care |
| 06/02/2023 | 22402 | 346.17 | | 346.17 | | R <input checked="" type="checkbox"/> | Southern Electric |
| 06/02/2023 | 22403 | 129.95 | | 129.95 | | R <input checked="" type="checkbox"/> | Southern Electric |
| 06/02/2023 | | | 8,780.95 | 8,780.95 | | R <input checked="" type="checkbox"/> | Receipt(s) Banked |
| 06/02/2023 | | | 33,702.03 | 33,702.03 | | R <input checked="" type="checkbox"/> | Receipt(s) Banked |
| 09/02/2023 | 22399 | 221.47 | | 221.47 | | R <input checked="" type="checkbox"/> | Lloyds Multicard |
| 10/02/2023 | 22396 | 400.16 | | 400.16 | | R <input checked="" type="checkbox"/> | Microshade Business Consultant |
| 15/02/2023 | 22401 | 381.01 | | 381.01 | | R <input checked="" type="checkbox"/> | SE Water |
| 22/02/2023 | 22404 | 275.00 | | 275.00 | | R <input checked="" type="checkbox"/> | J. Clark |
| 23/02/2023 | 22345 | 60.00 | | 60.00 | | R <input checked="" type="checkbox"/> | Kent Assoc of Local Councils |
| 23/02/2023 | 22356 | 300.00 | | 300.00 | | R <input checked="" type="checkbox"/> | Weald Family Hub |
| 23/02/2023 | 22369 | 132.00 | | 132.00 | | R <input checked="" type="checkbox"/> | Adlor Garage Door Services |
| 23/02/2023 | 22370 | 411.60 | | 411.60 | | R <input checked="" type="checkbox"/> | Pearson's Landscapes |
| 23/02/2023 | 22357 | 61.56 | | 61.56 | | R <input checked="" type="checkbox"/> | The Helping Hand Co Ltd |
| 23/02/2023 | 22374 | 2,557.99 | | 2,557.99 | | R <input checked="" type="checkbox"/> | HMRC |
| 23/02/2023 | 22375 | 960.00 | | 960.00 | | R <input checked="" type="checkbox"/> | f&c cleaning services |
| 23/02/2023 | 22376 | 15.00 | | 15.00 | | R <input checked="" type="checkbox"/> | Goudhurst Parish Hall |
| 23/02/2023 | 22377 | 59.99 | | 59.99 | | R <input checked="" type="checkbox"/> | Tsohost |
| 23/02/2023 | 22378 | 179.99 | | 179.99 | | R <input checked="" type="checkbox"/> | Tsohost |
| 23/02/2023 | 22380 | 151.56 | | 151.56 | | R <input checked="" type="checkbox"/> | Claire Reed |
| 23/02/2023 | 22383 | 132.00 | | 132.00 | | R <input checked="" type="checkbox"/> | Play Inspection Co Ltd |
| 23/02/2023 | 22383 | 330.00 | | 330.00 | | R <input checked="" type="checkbox"/> | Ann Millward |
| 23/02/2023 | 22385 | 5,627.03 | | 5,627.03 | | R <input checked="" type="checkbox"/> | LPM Bohemia |
| 23/02/2023 | 22419 | 405.96 | | 405.96 | | R <input checked="" type="checkbox"/> | B & K Electrical Contractors |
| 23/02/2023 | 22381 | 80.00 | | 80.00 | | R <input checked="" type="checkbox"/> | AS Plumbing |
| 23/02/2023 | | | 59.85 | 59.85 | | R <input checked="" type="checkbox"/> | Receipt(s) Banked |
| 24/02/2023 | 22371 | 1,020.53 | | 1,020.53 | | R <input checked="" type="checkbox"/> | Rebecca Barden |
| 24/02/2023 | 22373 | 677.17 | | 677.17 | | R <input checked="" type="checkbox"/> | Panetta Horn |
| 28/02/2023 | 22391 | 184.18 | | 184.18 | | R <input checked="" type="checkbox"/> | VEOLIA Environmental Services |
| 28/02/2023 | 22392 | 155.51 | | 155.51 | | R <input checked="" type="checkbox"/> | Infinity Technology Solutions |
| 28/02/2023 | 22393 | 39.30 | | 39.30 | | R <input checked="" type="checkbox"/> | EE |
| | | <u>17,634.32</u> | <u>45,210.83</u> | | | | |

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Appendix 3 to Minutes of a Council Meeting held on 14 March 2023

Invoices authorised for payment - March 2023

| Payment Ref | Supplier | Description | Gross | Net |
|--------------------|-------------------------|--|--------------|------------|
| 22386 | I Butler Gem Services | Trimming of Willow Tree Obstructing Footpath | £45.00 | £45.00 |
| 22387 | Barden | Eye Test | £55.00 | £55.00 |
| 22388 | GM management | Christmas Tree for Church | £40.00 | £40.00 |
| 22389 | Helping Hands | Progel handles for litter pickers | £218.74 | £182.28 |
| 22397 | Envirocure | Legionella control Chequer Pavilion Jan | £61.00 | £50.83 |
| 22405 | KALC | Burial Law and Management Training | £144.00 | £120.00 |
| 22406 | Pearsons Landscapes Ltd | Maintenance of The Plain Feb | £180.00 | £150.00 |
| 22407 | KALC | Planning Conference Cllr Richards | £72.00 | £60.00 |
| 22408 | Envirocure | Legionella control Chequer Pavilion and public toilets Feb | £119.10 | £99.25 |
| 22409 | John Fermor Landscapes | Notice Board Repairs | £430.00 | 0 |
| 22410 | PHS | Toilet Waste collection 1/4/23 - 31/3/24 | £821.54 | £684.62 |
| 22411 | Securaplace | Supply CCTV at star and Eagle | £3660.00 | £3050.00 |
| 22412 | Castle Cleaning | Removal of graffiti from bus stop | £450.00 | £450.00 |
| 22413 | Hugo Fox | Annual subscription – website planning add-on | £144.00 | £120.00 |
| 22414 | Claire Reed | Expenses | £64.88 | £60.37 |
| 22415 | Buss Murton | Fees up to 24.2.23 for easements | £3287.40 | £2721.00 |
| 22146 | Viking | Office Supplies | £132.65 | £112.37 |
| 22147 | Viking | Office Supplies | £5.24 | £4.37 |
| 22148 | Capel Groundcare | Grave Clearance | £408.00 | £340.00 |
| 22149 | Ann Millward | Digitisation of burial records | £204.00 | 0 |