

Goudhurst Parish Council



Council Meeting 12.09.23

MEETING
12 September 2023 19:00

PUBLISHED
6 September 2023

Goudhurst Parish Council



To: Members of Goudhurst Parish Council

I summon you to a Meeting of Goudhurst Parish Council on Tuesday 12 September 2023 at 7.00pm in The Church Rooms, Back Lane, where business detailed on this agenda will be discussed.

Goudhurst Parish Council recognises that there are continuing risks associated with COVID-19 and is supportive of individuals wearing masks in meetings and maintaining a social distance. In order to keep everyone safe, please do not attend a meeting if you have COVID-19 symptoms or have tested positive for COVID-19 in the past 5 days. We will continue to review the risks and will comply with any future controls recommended or mandated by HM Government.

Members of the Public and the Press are welcome to attend this meeting and to ask questions or raise issues of local interest prior to the start of the meeting. Thereafter they are welcome to stay and observe the rest of the Meeting; members of the public are not permitted to speak during the remainder of the meeting except by special invitation of the Chairman, Public Bodies (Admission to Meetings) Act 1960, s1. Please note, Council cannot lawfully decide on items of business not specified on the published agenda although the Chairman may decide to refer any issues raised for further discussion (LGA 1972 Sch 12, 10 (2)(b)).

Please inform the Clerk if you intend to film or record the Meeting.

A handwritten signature in black ink, appearing to read 'C. Reed', is written over a light grey rectangular background.

Claire Reed
Clerk to Goudhurst Parish Council
04 September 2023

Parish Council Office - The Hop Bine, Ranters Lane, Goudhurst, TN17 1HN
01580 212552 | clerk@goudhurst-pc.gov.uk | <https://goudhurst-pc.gov.uk> | 07494 117313

Quorum for Council: 4 Members

Agenda

<i>Location</i>	<i>Date</i>	<i>Owner</i>
The Church Rooms, Back Lane	12/09/23	

7pm - prior to the start of the meeting. Questions and comments from members of the press and public.

This is an opportunity for members of the public to ask questions or raise issues of local interest. Thereafter they are welcome to stay and observe the rest of the Meeting (members of the public are not permitted to speak during the remainder of the meeting except by special invitation of the Chairman) Public Bodies (Admission to Meetings) Act 1960, s1. Please note, Council cannot lawfully decide on items of business not specified on the published agenda although the Chairman may decide to refer any issues raised for further discussion (LGA 1972 Sch 12 10 (2)(b)).

1. To receive apologies for absence and to approve the reasons given.

2. Declarations of Interest

3. To approve and sign as a correct record the Minutes of the Parish Council Meeting held on Tuesday 08 August 2023 and the Extraordinary Meeting of the Council held on 22 August 2023, and available to members prior to the meeting via Board Intelligence.

Members are reminded that only issues relating to material accuracy can be discussed.

4. To receive reports from County and Borough Councillors (limited to 10 minutes in total).

5. Chairman's Report

6. Clerk's Report

7. Accounts

7.1. To approve payments for September 2023.

7.2. To consider and make a decision on proposed changes to the rental agreement for the Hop Bine.

Agenda

<i>Location</i>	<i>Date</i>	<i>Owner</i>
The Church Rooms, Back Lane	12/09/23	

8. Resolutions

- 8.1. Council to resolve to adopt the General Power of Competence.
- 8.2. Council to consider and make a decision on the future location of Council meetings in light of the increase in hire charges for use of the Village Hall.
- 8.3. Council to appoint Cllr Julia Kiggell to Standing Committees.
- 8.4. Council to resolve to establish a working group to carry out further due diligence around future investment in a community asset.
- 8.5. To receive an update on plans for the D-Day 80 Celebrations and to decide on any action needed.

9. Committee Reports

- 9.1. Council to adopt the minutes of the Amenities Committee meeting held on 22 August 2023 and to note decisions made.
Approval of expenditure of £665 for the repainting of Kilndown AED phone kiosk.
- 9.2. Planning Committee
 - 9.2.1. Members to note Committee recommendations and TWBC decisions in August 2023

10. Correspondance

- 10.1. Request to submit motions to the KALC AGM
- 10.2. Request to respond to KCC's Emerging Local Transport Plan consultation - <https://letstalk.kent.gov.uk/local-transport-plan-5>
- 10.3. Request to respond to KCC's Family Hub Services Consultation - <https://letstalk.kent.gov.uk/family-hubs-and-start-for-life-offer>
- 10.4. Request to respond to Kent & Medway's Partnership Domestic Abuse Strategy 2024-2029 - <https://letstalk.kent.gov.uk/domestic-abuse-strategy-2024-2029>
- 10.5. Request to respond to KCC's consultation on a proposed redesign of the Kent Community Warden service - <https://letstalk.kent.gov.uk/community-warden-service>
- 10.6. Request to respond to Kent Resilience Forum's Community Resilience Survey - <https://online1.snapsurveys.com/interview/02541ce9-43e3-4fbb-ba67-ed52b5d2258c>

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The Church Rooms, Back Lane	12/09/23	

11. To resolve to close the meeting to members of the public and press.

In accordance with Public Bodies (Admission to Meetings) Act 1960, s2 members of the public and press will be excluded for consideration of item 10 owing to the confidential nature of the business to be transacted.

11.1. Staffing update, council to decide on any action needed.

12. Items for information

12.1. Date of next Meeting: Tuesday 10 October 2023 at 7.00pm - venue TBC.

Goudhurst Parish Council



MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL
on Tuesday 08 August 2023 at 7.00pm 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 Craig Broom, Antony Harris (Chairman), Edward Hodgskin, Suzie Kember, Julia Kiggell, Phil Kirkby, David Knight, Geoff Mason, Caroline Richards, Paul Wareham and Alison Webster.

Officers present: Claire Reed, Clerk; Panetta Horn, RFO.

CO-OPTION

258/23 It was **resolved** to co-opt Julia Kiggell as member for the Goudhurst ward.

APOLOGIES

259/23 Apologies were received from Cllr Ed Read-Cutting (working).

DISCLOSURES OF INTEREST

260/23 There were none.

MINUTES OF THE LAST MEETING

261/23 It was **resolved** that the minutes of the Parish Council Meeting held on 11 July 2023, copies of which had been previously distributed to Members via Board Intelligence, be signed by the Chairman as a correct record.

REPORTS FROM COUNTY & BOROUGH COUNCILLORS

262/23 Borough Cllr Alison Webster reported:

The A264, Pembury Road which is currently closed so new gas supply pipes can be laid is likely to reopen as soon than expected.

Get to know your councillors. The TW Alliance party are hosting an event at The Forum on 09 September, with Paella. £20 a ticket.

263/23 Borough Cllr David Knight reported:

Crowbourne Orchard, Smiths Lane. The appeal decision is still outstanding but expected in the coming weeks.

Parking charges at Dunorlan Park. These will begin in the autumn.

Bin collection day changes. These are all now fully implemented and have produced an improvement in services.

TWBC Overview and Scrutiny Committee. The committee will be summoning all portfolio holders to detail their individual priorities. Anyone with questions for any of the portfolio holders should forward them to Cllr David Knight.

QUESTIONS FROM THE PUBLIC AND PRESS

264/23 There were none.

CHAIRMAN'S REPORT

Cllr Antony Harris reported:

265/23 **Committee Priorities.** The Chairman would like to include information about each committee's priorities in the September e-newsletter. Chairman to please send the top two priorities to him via email. **Action: Committee Chairs.**

Low Cost Housing options for young people. The chairman has received feedback relating to his article on Low Cost Housing options and the role of housing associations. He will investigate this further.

E-newsletter. The Chairman reminded Councillors to please check if residents are receiving the e-news and to encourage them to sign up if they are not. **Action: All**

Remembrance Sunday Parade. The Goudhurst Royal British Legion Committee would like volunteers to help with the road closures on Sunday Nov 12th for approximately 10 minutes. Clerk will be applying for the closures in September. **Action: Please let the Clerk know if you are able to help.**

Poppy Appeal. The Chairman has found this a wonderful way to meet and engage with the community. If anyone would like a box for door to door collections please contact Peter Rolington as soon as possible. **Action: All**

Membership of the RBL. Anyone interested in joining should contact Ed Bates, Branch Secretary.

CLERK'S REPORT

266/23 The Clerk updated council on current projects. The report can be found at Appendix 1.

ACCOUNTS

267/23 Council **noted** the summary of receipts and payments in June 2023:

Receipts UTB in July 2023

Amenities	£0.00
Burial Authority	£2,615.00
Rental – Mary Days garages	£303.00
Precept	£0.00

Receipts CCLA in July 2023 £0.00

Total Receipts £2,918.00

Payments in July 2023

UTB	£14,902.61
CCLA	£0.00
Total	£14,902.61

Cash Balances at Bank

UTB at 29 July 2023	£80,908.01
CCLA at 30 th June 2023	£96,857.67
Total	£177,765.68

- 268/23 Council **resolved** to approve the payments for August 2023 as presented at the meeting and detailed in Appendix 2.
- 269/23 It was **resolved** that Cllrs Geoff Mason and Caroline Richards would approve the electronic payments on UTB.

RESOLUTIONS

- 270/23 It was **resolved** to hold the September Council meeting in the Church Rooms. **Action: Clerk to book the meeting.**
- 271/23 It was **resolved** to allow Members to claim travel expenses whilst on Council business, to be reviewed in 6 months.
- 272/23 It was **resolved** to approve the expenditure of up to £100 for meeting expenses for the Hop Pickers Line Heritage Group. It was **noted** that other local councils support with other aspects.
- 273/23 It was **resolved** to adopt the new Internal Financial Control Policy & Procedures.
- 274/23 It was **resolved** to adopt the new Terms & Conditions for use of the Village Green.
- 275/23 It was **resolved** to adopt the revised Terms & Conditions for use of the Chequer Field.
- 276/23 It was **agreed** to defer the adoption of the revised Privacy Notice until the next meeting to allow for further revisions to be made.

YOUTH & HOUSING COMMITTEE

- 277/23 It was **resolved** to adopt the minutes of the Youth & Housing Committee meeting held on 25 July 2023. The following decisions were noted:
- Cllr Phil Kirkby was elected as Committee Chair and Cllr David Knight as Vice-Chair.
 - To purchase a new memorial bench to replace the decaying bench in the Play Area.
 - The terms & conditions for use of the Chequer Field were reviewed and approved with a minor change to condition 3.
 - To apply for an FA grass pitch maintenance fund grant.
 - To purchase a pitch inspection kit (£250).
 - That the Committee's priorities are the construction of a youth shelter and pitch improvements at the Chequer Field.
 - To request s.106 monies from the Old Parsonage development for improvements to the Village Green, including a youth shelter.

COMMITTEE PRIORITIES

- 278/23 As per the Chairman's report, it was **agreed** that committee priorities should to be sent to the Chairman by the end of August. It was noted that the Clerk, as a requirement of her CiLCA qualification, has drafted an Action Plan for the council which will be sent to members for feedback. **Action: Clerk**

PLANNING COMMITTEE

- 279/23 **Recent planning Applications;** Please see Appendix 3.

280/23 It was **noted** that the appeal decision against the refusal of planning permission for the mobile home at Crowbourne Orchard, Smiths Lane is still outstanding.

Under the Public Bodies (Admission to Meetings) Act 1960, it was resolved to excluded members of the public and press from the meeting due to the confidential nature of the business to be transacted.

STAFFING

281/23 It was **noted** that the Assistant Clerk had tendered her resignation. It was **agreed** that an advert for the vacancy should be posted prior to the Clerk going on leave in the Wealden Advertiser, on the SLCC website and also with KALC. It was **agreed** that Cllrs Craig Broom, Geoff Mason and Phil Kirkby will support the Clerk with the recruitment process. **Action: Clerk**

NEXT PARISH COUNCIL MEETING

282/23 Parish Council Meeting on Tuesday 12 September 2023 at 7.00pm in the Church Rooms.

The meeting closed at 21.30

Claire Reed, Clerk

Appendix 1 to Minutes of a Council Meeting held on 08 August 2023

Clerks Report to Council 08 August 2023

Project Updates

Renovations to the public toilets following December's arson attack continue. Having contacted the contractor for an update Clerks have been informed that completion of the works is delayed as the contractor is waiting for a delivery of tiles. A complaint against the contractor has been lodged with Zurich due to previous delays and the contractor rejecting material choices 2 working days before the works were due to start. The Loo of the Year competition has agreed to delay their inspection until works are complete.

Following the graffiti damage to the public toilets in January, the perpetrator has been ordered by Central Kent Magistrates' Court to pay the Parish Council compensation of £195.00. This is the full amount claimed for cleaning. It is not clear if the perpetrator appeared in court.

The cycle stands to be placed on Balcombes Hill and at the Social Club have arrived and are awaiting installation which should be in the next few weeks.

One of the cameras at the Star & Eagle (church wall) is still off line and we continue to chase the contractor for a repair date. Clerks are also still awaiting a quote to combine all of the cameras onto one system with remote access.

Content for the new information board on The Plain is almost ready to go to the designers, it is hoped this will be complete in the coming weeks.

The Clerk has again contacted the Diocesan land agent to seek repairs/ a solution to the leaking cess pit on the Lower Glebe field – we await a response.

Planning permission to reduce the height of the north west section of the church wall has been granted by TWBC. The new design should prevent any further vehicle damage to the wall. The Planning and Conservation Officers at TWBC took note of the Parish Council's representation and the wall will now be re-modelled without the railings which were of concern to the Planning Committee on the grounds of safety. The PCC's architect has responded to the Council's comments regarding new regulations allowing much longer HGVs and has confirmed that the design takes account of these new longer vehicles. The PCC has selected a contractor for the works and hope they will begin in the autumn. The works are currently within budget.

A new volunteer group has been established to weed and tidy the graves in the Burial Ground and Victorian Cemetery. The group will meet fortnightly on a Wednesday afternoon (2pm) for 'Weedy Wednesday!' Information will be placed on the Burial Ground noticeboard, in the e-newsletter and in the church newsletter – all volunteers are welcome!

The application to install Commonwealth War Grave signage in the Goudhurst cemeteries has finally been approved by the Diocese and is now with the Commonwealth War Graves Commission – it can take up to 12 months for the signs to be installed.

We are still awaiting approval from the Diocese for the removal of a very large self-seeded Cyprus tree growing out of a grave in the Victorian Cemetery – permission has been granted by TWBC and works are scheduled for September. The tree has badly damaged the grave and is beginning to encroach on a nearby war grave.

Appendix 1 to Minutes of a Council Meeting held on 08 August 2023

Council will host an ICCM memorial testing course in November and in doing so will be given 2 free places on the course. The Clerk and Burial Authority Chair will attend the course so that they can carry out memorial testing going forward.

Two new memorial benches have been ordered, one to be installed in the Burial Ground and another to replace the rusting bench in the Play Area on Back Lane. Families will be able to purchase plaques (via the Burial Authority) to be installed on the benches. This will be a more cost-effective way for families to remember their loved ones and will limit the number of new benches.

The Highways Working Group is due to have their first meeting later this month prior to a new/ updated HIP being submitted to Kent Highways for consideration. We are still awaiting a quote for a replacement Goudhurst Village sign for North Road.

The Planning Appeal for application 22/01066, The Mobile Home at Crowbourne Orchard Smiths Lane (and associated enforcement notice), took place at the Town Hall on Wednesday 12 July. Cllrs Antony Harris and Craig Broom made representation on behalf of the Parish. We await the outcome of the appeal.

The Youth Committee have resolved to apply for an FA grass pitch maintenance grant for works to the Chequer Field, the Clerk will be submitting the application shortly.

A further ventilation contractor has inspected the moisture problem in the Chequer Pavilion and is expected to send recommendations and a quotation in the coming days.

The Clerk has been contacted by TWBC Planning department regarding s106 monies linked to the Old Parsonage development. The monies were originally ringfenced for improvements to the Back Lane Play Area. The Youth Committee has agreed to request the funds be instead allocated to recreational improvements to the Village Green including a youth shelter.

Following Clerk's letter to William Benson, CEO of TWBC to confirm council's support for the proposed ward name change for the new electoral ward encompassing Matfield, Brenchley, Horsmonden, Lamberhurst and Goudhurst it has been forwarded to all party leaders at TWBC, asking for their support of the proposed change. Matthew Sanky is the only one to have so far acknowledged by email. An email was sent (by TWBC) to all registered residents in July asking for comments on the proposed name change.

TWBC have published draft proposals for new polling districts, these can be found at: <https://tunbridgewells.gov.uk/polling-review>. There are no proposed changes for Goudhurst Parish Council wards.

The data requested under the recent Subject Access Request has been sent to the applicant. The final cost of the data capture service was £1,395.00, equivalent of £1 per household in the Parish.

Claire Reed
Clerk

Appendix 2 to Minutes of a Council Meeting held on 08 August 2023

Accounts Payable August 2023

Payment Ref	Invoice Number	Supplier	Description	Gross	Net	VAT Code	Vat	Authorisation Ref
22119		Amazon	Stationery and Office Supplies	50.20	41.83	s	8.37	Clerks Discretion
22120		REED	Office Supplies £7.05 and Mileage £34.20	41.25	41.25	Z	0.00	Clerks Discretion
22121	2040	F&C	Toilet Cleaning to 11/7	865.20	721.00	S	144.20	Contract
22122		TW Samaritans	Grant	500.00	500.00	OTS	0.00	Council June Meeting
22123	7195	BTF	Lease for Glebe	750.00	750.00	Z	0.00	Contract
22124		Millward	30.5 hours Burial Digitisation	366.00	366.00	Z	0.00	Contract
22125	39569	Envirocure	L8 Testing Chq Field and Balcome Toilets	61.50	51.25	S	10.25	Contract
22126	5961266819	Kalc	Planning Conference 30/3	72.00	60.00	s	12.00	Clerks Discretion
22127	4108	Concept Capture	Redaction of documents for subject access request	1,674.00	1,395.00	s	279.00	Council July Meeting
22128		SLCC	Civility and Respect Training	36.00	30.00	S	6.00	Clerks Discretion
22129	7195	Brit Manufacturing	Soil Sampler	273.54	227.95	S	45.59	Council July Meeting
22130		Rebecca Barden	Mileage April to July 41 miles @45p	18.45	18.45	Z	0.00	Clerks Discretion

Appendix 2 to Minutes of a Council Meeting held on 08 August 2023

Accounts Payable August 2023

22131	3253	Atex UK	Memoria Benches for Playground and Burial Ground	1,125.95	938.29	s	187.66	Amenities Committee
22136		HMRC	August Tax and NI	1,222.51	1,222.51	OTS	0.00	Payroll

Appendix 3 to Minutes of a Council Meeting held on 08 August 2023

Recommendations and Decisions July 2023

Application	Address	Proposal	GPC	TWBC
23/01090	Well House, Cranbrook Road, Goudhurst	Erection of a summer house	Approve subject to LBC	Permitted
23/01552/LBC	Church Cottage, High Street, Goudhurst	Repointing and repairs of chimney	Approve subject to views of Conservation Officer	
23/01533	Chicks Farm, Chicks Lane, Kilndown	Conversion of redundant agricultural building to a 3 bed single storey dwelling, detached garage with roof mounted solar panels, installation of sewage treatment plant, new parking and turning with associated landscaping (alternative scheme to 22/00250/FULL)	Defer	Permitted
23/01616	15 Lurkins Rise, Goudhurst	Two storey side and rear extensions and alterations to fenestration.	Approve	
23/01559	The Chalet , North Road, Goudhurst	Retrospective change of use from office to residential annex	Approve subject to property remaining as an annexe, ancillary to the main dwelling and not a separate, independent dwelling.	
23/01639/LBC	Goudhurst Ex- Servicemans Club, The Plain, Goudhurst	Listed Building Consent - Replacement porch windows	Approve	

Appendix 3 to Minutes of a Council Meeting held on 08 August 2023

Recommendations and Decisions July 2023

23/01801	Pedlars End, The Plain, Goudhurst	Proposed single storey rear extension and garage conversion	Parish Council have concerns over parking issues but defer to TWBC Planning Officer	
23/01856	Lodge Nursery, Lidwells Lane, Goudhurst	Proposed swimming pool and pump cupboard.	Approve	
23/01776/LBC	Paines Farm House, Ranters Lane, Goudhurst	Variation of Condition 2 of 23/01042/LBC - Alternative solution to second floor staircase	Approve subject to the views of the Conservation Officer.	
23/01878	Greentrees , Cranbrook Road, Goudhurst	Single storey extension	Approve	
23/01616	15 Lurkins Rise, Goudhurst	Two storey side and rear extensions and alterations to fenestration. RESUBMISSION	Refuse. The Committee would be willing to support the application conditional on the rear extension being single-storey. The committee recommend refusal on the basis of mass & scale and being contrary to Goudhurst NDP Policies D1a – respecting/ complementing in scale, massing and form the character of existing buildings in the locality; D1b – respecting established building lines, arrangements of rooflines (including chimneys), front gardens, and boundary treatments. The Committee also note the concern of neighbours with regard to loss of natural light and overshadowing resulting from the proposed two-storey rear extension.	

Goudhurst Parish Council

RFO report to Council

August 23 Accounts.to (31/08/23)

These figures will be presented to Council at the September 2023
Council meeting.

Receipts UTB in August 2023

Amenities Income	0
Burial Authority	605
Mary Day Garage Rents	708
Rates Rebate	286

Receipts CCLA in July 2023

363

Total Receipts

1,962

Payments August 2023

UTB	18,693
CCLA	0

Total Payments

18,693

Cash Balances at Bank

UTB at 31 st August 2023	63,932
CCLA at 31 st July 2023	97,221

Current Balances

161,153

Accounts Payable to 31.08.2023 for authorisation

Payment Ref	Invoice Number	Supplier	Description	Gross	Net	VAT Code
23152		Goudhurst Club	Electricity for lighting of War Memorial. 2 years @£100 pa.	200.00	200.00	z
23153	10255	Community Heartbeat	Donation for new defibrillator	1,930.00	1,930.00	Z
23154	2040	F&C	Toilet Cleaning to 8/8	907.20	756.00	S
23155		Kalc	Climate Change Conference	60.00	50.00	s
23156		Risebridge	Contribution to Oil	100.88	100.88	z
23157		Millward	19 hours Burial Digitisation	228.00	228.00	Z
23158	39838	Envirocure	L8 Testing Chq Field and Balcombe Toilets	119.10	99.25	S

The Council needs to appoint two Councillors to authorise the August Payments on Unity.

Rates and Rent**Rates**

Following a reassessment of the Rates by TWBC, the Council was issued with backdated bills totalling in excess of £5,000. We have reassessed the rateable situation on each premises and the result is that we will now have to pay 20% of the rates due on the Pavilion, this will equate to approximately £250 per annum. We will no longer have to pay rates on the Village Green and this will save us around £250 per annum thus the net change to the Council's liability is negated.

Summary

Hopbine – liability of £12,500 for unpaid rates since 2019 has been removed by moving our small business relief from the Pavilion to the Hopbine. Rates due £0

Pavilion – Liability of £5000 created by removing the small business relief. Approved for recreational relief at 80% so liability reduced to £1,000 arears with £250 ongoing annual liability

Village Green – We have been paying £250 per annum but applied for the Village Green exemption and this was approved. We were therefore refunded £1250 for historic payments and the future liability is reduced to zero. Rates due £0

Tunbridge Wells Borough Council offset the Pavilion liability against the refund for the Village Green and refunded us £250.

Rent

The Hopbine rent had previously included the business rates however we are informed that this liability remains with the Council and therefore going forward the rent will no longer include rates. The Landlord also wishes to install an electric meter and to bill us separately for electricity where currently this is included in the rent. They wish to retain the rent at £600 per month. They have also offered to pay half of the backdated rates bill which they understood to be approx. £2,500, however this has now been removed following the reassessment of our rates as above, although I have not as yet appraised the Landlord of this change.

The Landlord has offered to meet to discuss the revised situation which will have a net effect of the Council incurring electricity costs but no increase in rental premium. It is likely that electricity costs could be in the region of £3000 per annum but no historic records are available. This would bring the annual cost of the Hopbine for Rent, Rates and Electricity to £10,300.

The Council need to agree a response to the Landlord.

Unity Trust Bank

A mandate update requires two signatures to remove outgoing Councillors. The Clerk will ask for two of Unity's authorised signatories to sign.

I will not be in attendance at the next Council Meeting but able to answer any questions up until Thursday 7th September.

Panetta Horn

RFO

31st August 2023

Clerks report to Council on the general power of competence

Section 1 of the Localism Act 2001 affords eligible Parish Councils a general power of competence. This is a Power of First Resort and gives the Council the Power to do anything that an individual can do and does not carry the same financial constraints as S137 expenditure. This power can be exercised;

- Anywhere in the United Kingdom,
- For a commercial purpose, with or without charge,
- For (or not) the benefit of the authority, its area or person's resident in its area.

The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 sets out the eligibility criteria:

- The Council has resolved at a meeting of council, and each subsequent annual meeting, that it meets the following criteria;
 1. At least two thirds of members have been elected (including elected unopposed but not co-opted members);
 2. The clerk to the Council holds a relevant qualification:
 - Certificate in Local Council Administration,
 - Certificate of Higher Education in Local Policy/ Local Council Administration;
 - first level of the foundation degree in Community Engagement.
 3. The clerk has completed relevant training (unless required for obtaining a qualification above).

Goudhurst Parish Council meets the eligibility criteria.

For a resolution:

Having satisfied itself that it meets the eligibility criteria, Council to resolve to adopt the general power of competence as detailed in Parish Councils (General Power of Competence) (Prescribed Conditions) 2012.

The future location of Council Meetings

Clerk's Report to Council 08 August 2023

Background

The Council has received notification from the trustees of Goudhurst Village Hall that the hire charges will increase from 01 August 2023. Currently, the Council has a block booking for every Tuesday evening between 6.30pm – 9.30pm. In December 2022, the trustees agreed a reduced rate of £10 per hour for an annual block booking of the hall, to be reviewed at the end of March 2023. In March 2023, the Clerk was notified that hire charges at the hall would increase as of 01 June 2023 and that the Council would be required to pay the standard rate minus a 10% local discount (£18 per hour). In May 2023, at the request of the Council, the Clerk wrote to the trustees requesting a more favorable rate for another block booking of the hall. The trustees have replied to confirm they are unable to offer such a discount but, as a gesture of good will, will continue to charge £10 an hour for bookings until the end of July 2023. In their letter, the trustees wished to remind the Council that the Jessel Room, where meetings were held prior to COVID restrictions, is still available at £10 per hour.

For a Decision

Council to consider the costs detailed below and to decide on where future meetings of the council, and its committees, are to be held after September 2023 when the current confirmed bookings end.

Cost Comparison

Village Hall Current annual cost - block booking (3 hrs x £10) x 52 wks	Village Hall Proposed annual cost - block booking (3 hrs x £18) x 52 wks	Village Hall Proposed annual cost - scheduled meetings only	Jessel Room annual cost - scheduled meetings only	Church Rooms annual cost - block booking
£1,560	£2,808	£1,422	£790	£750
Difference: £0	+£1,248	-£138	-£770	-£810

Costs are based on:

12 Planning/ Council meetings of 3 hours (6.30 – 9.30pm)

11 Planning Committee meetings of 1 hour (6.30 – 7.30pm)

16 committee meetings (Amenities, Finance, Highways, Youth) of 2 hours

Note: the trustees were previously unwilling to accept 'ad-hoc' bookings in the main hall as it prevents another block booking, I am awaiting a response on whether this is now possible.

Jessel Room

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. *National Association of Local Councils, LTN 5E*. Council should carefully consider whether the limited access to the Jessel room satisfies these requirements.

Goudhurst Parish Council



STANDING ORDERS

COMMITTEES and RESPONSIBILITIES May 2023

CHAIRMAN: Cllr Antony Harris	VICE-CHAIR: Cllrs Philip Kirkby & Caroline Richards
AMENITIES COMMITTEE Chair: Cllr David Knight	Cllrs David Knight, Geoff Mason, Ed Read-Cutting, Caroline Richards and Alison Webster. Advisers: Ed Bates and Peter Rolington Footpaths: Mrs JoJo Bates and Mrs Alison Scott
BURIAL AUTHORITY Chair: Cllr Caroline Richards.	Cllrs Edward Hodgskin, Phil Kirkby, Geoff Mason and Caroline Richards. Advisers: Rev. Rachel Robertson.
FINANCE COMMITTEE Chair: Cllr Craig Broom	Cllrs Craig Broom, Antony Harris, Phil Kirkby, David Knight and Geoff Mason. Advisors: Claire Reed (Clerk), Panetta Horn (RFO).
HIGHWAYS Chair: Cllr Craig Broom	Cllrs Craig Broom, Suzie Kember, Paul Wareham and Alison Webster. Advisers: Ted Bennett, Helen Sampson and Paul Green.
PLANNING Chair: Cllr Craig Broom	Cllrs Craig Broom, Antony Harris, Ed Hodgskin, Suzie Kember, Ed Read-Cutting, Caroline Richards and Paul Wareham.
YOUTH AND HOUSING Chair: Cllr Phil Kirkby Vice-Chair: Cllr David Knight	Cllrs Craig Broom, Phil Kirkby, David Knight and Alison Webster. Advisor: Mr. Steve Hope.
BUSINESS LIAISON WORKING GROUP	Cllrs Suzie Kember and Paul Wareham
STAFFING WORKING GROUP	Cllrs Craig Broom and Geoff Mason

OTHER COMMITTEES & APPOINTMENTS

GOUDHURST VILLAGE HALL COMMITTEE	Cllrs Phil Kirkby and Edward Hodgskin
HOP PICKERS LINE REPRESENTATIVE	Cllr Suzie Kember
KILNDOWN RECREATION HALL TRUST	Cllrs David Knight, Ed Read-Cutting, Paul Wareham
KILNDOWN MILLENNIUM GREEN TRUST	
KILNDOWN QUARRY CENTRE	
KALC AREA COMMITTEE	Cllr Antony Harris
DOROTHY BATHURST'S CHARITY	Cllr Suzie Kember and Anthony Farnfield
GOUDHURST EDUCATION FOUNDATION	Cllr Suzie Kember and Anthony Farnfield
RIVER TEISE SUB GROUP	Cllr Caroline Richards
CLERK TO THE PARISH COUNCIL	Claire Reed
ASSISTANT CLERK TO THE PARISH COUNCIL	Rebecca Barden
RESPONSIBLE FINANCIAL OFFICER	Panetta Horn

Goudhurst Parish Council



AMENITIES COMMITTEE

Minutes of a Meeting held on 22 August 2023 at 7.30pm in Goudhurst Village Hall

PARTICIPANTS

Councillors Present: Cllrs David Knight, Antony Harris, Geoff Mason and Ed Read-Cutting.

Officers Present: Rebecca Barden, Assistant Clerk.

APOLOGIES

283/23 Apologies were accepted from Cllr Phil Kirkby, Cllr Caroline Richards and Cllr Alison Webster.

DISCLOSURES OF INTEREST

284/23 There were none.

MINUTES OF THE LAST MEETING

285/23 It was **resolved** that the minutes of the Amenities Committee meeting held on 23 May 2023, and previously distributed to members via Board Intelligence, be accepted as a correct record.

QUESTIONS FROM THE PUBLIC AND PRESS

286/23 There were none.

MATTERS FOR CONSIDERATION

287/23 *To consider and make a decision on the proposal to replace the footpath map (PROW) at Balcombes Hill.*

It was agreed to defer this decision until after the new information board on the Plain has been installed. **Clerk to add this to the Amenities Agenda for 28 November 2023.**

288/23 *To decide on when the litter bin audit will be carried out and who will action.*

The need to carry out an audit was discussed and to identify whether a bin could be purchased for Lurkins Rise. Cllr Knight suggested that this purchase was possibly dependant on the number of collections TWBC would facilitate. Cllr Read-Cutting offered to carry out the audit. **Assistant Clerk to provide Cllr Read-Cutting with the relevant spreadsheet (previously prepared by Cllr Knight). Clerk to identify whether TWBC would include the collection of rubbish from Lurkins Rise on their rounds.**

289/23 *To consider the request from a member of the public to update the Millennium Walk leaflet and to decide on any action needed.*

It was agreed that Cllr Richards should be consulted. **Clerk to liaise with Cllr Richards as to the need, what amendments were required and what format the new "leaflet" should be.**

290/23 *To consider and make a decision on whether to proceed with the creation of a pétanque pitch on the village green.* The cost of creating the pitch was discussed and Cllr Harris informed the committee that he had obtained a rough estimate from a known contractor which was approximately half of the quote obtained by the Assistant Clerk. It was **agreed**

the Cllr Harris would gauge interest in this project by including it in the September e-newsletter. The issue of planning permission was also raised. **Clerk to look into this.**

291/23 *To consider correspondence received regarding the street light on The Plain and to decide on any action needed.*

The Council sympathise with the issue of light disturbance and will investigate who is responsible for the light and establish what changes can be made to reduce the resultant light pollution. **Assistant Clerk/Clerk to investigate and report to the Committee.**

292/23 *To consider the quotation for repainting the AED phone kiosk in Kilndown and to make a decision on the action needed.*

It was **agreed** to accept the quote for repainting the phone kiosk and for Cllr Read-Cutting to oversee the project and ensure that the work is carried out to the required standard.

OUTSTANDING PROJECTS

293/23 *Cycle Stands*

The cycle stands have been purchased and are stored in the Hop Bine. Assistant clerk/Clerk awaiting to instructions as to the desired locations for such. **Cllr Knight to advise.**

294/23 *CCTV for Village Hall*

Action: Clerk to inform the committee of progress/update on Contractor's site visit.

295/23 *Village Pond*

Cllr Mason is working on proposals for the pond alongside those for The Glebe.

296/23 **Renovation of Public Toilets**

The delays with the renovation were discussed and it was agreed that a sign should be created and positioned on the toilets advising gentlemen that they can use the ladies' toilet during the renovation. **Assistant Clerk to action.**

DATE OF THE NEXT MEETING

Next Amenities Committee Meeting on Tuesday 28 November 2023, 7.30 pm in Goudhurst Village Hall.

The meeting closed at 8.14pm

Rebecca Barden
Assistant Clerk

Appendix 3 to Minutes of a Council Meeting held on 12 September 2023

Recommendations and Decisions August 2023

Application	Address	Proposal	GPC	TWBC
23/01482	Twysenden Farmhouse, Priors Heath, Goudhurst	Convert existing conservatory into single storey extension with decking.	Approve	Permitted
23/01552/LBC	Church Cottage, High Street, Goudhurst	Repointing and repairs of chimney	Approve subject to views of Conservation Officer	Permitted
23/01616	15 Lurkins Rise, Goudhurst, Cranbrook	Proposed two storey rear extension and garage conversion	Refuse. The Committee would be willing to support the application conditional on the rear extension being single-storey. The committee recommend refusal on the basis of mass & scale and being contrary to Goudhurst NDP Policies D1a – respecting/ complementing in scale, massing and form the character of existing buildings in the locality; D1b – respecting established building lines, arrangements of rooflines (including chimneys), front gardens, and boundary treatments. The Committee also note the concern of neighbours with regard to loss of natural light and overshadowing resulting from the proposed two-storey rear extension.	Permitted
23/01559	The Chalet, North Road, Goudhurst, Cranbrook	Retrospective change of use from office to residential annex	Approve subject to property remaining as an annexe, ancillary to the main dwelling and not a separate, independent dwelling.	Permitted
23/01639/LBC	Goudhurst Ex-Servicemans Club,	Listed Building Consent - Replacement porch windows	Approve	Permitted

Appendix 3 to Minutes of a Council Meeting held on 12 September 2023

Recommendations and Decisions August 2023

	The Plain, Goudhurst			
23/01776/LBC	Paines Farm House Ranters Lane Goudhurst	Variation of Condition 2 of 23/01042/LBC - Alternative solution to second floor staircase	Approve subject to the views of the Conservation Officer.	Permitted
23/01808/LDC	Caravans 1 And 2 Risebridge Farm Peasley Lane Goudhurst TN17 1HP	Lawful Development Certificate (Existing) - Change of use for Caravan 1 to residential use (C3) and Caravan 2 to storage and accommodation	Approve - subject to continued use by Horse Sense business.	
23/01907	Greensleeves Station Road Goudhurst Cranbrook Kent	Single storey extension, removal of fenestration	Approve	
23/01981/SUB	The Barn London Road Flimwell Wadhurst Kent	Submission of Details in relation to Condition 10 - (Noise Management Plan) of 23/00669/FULL	Approve	