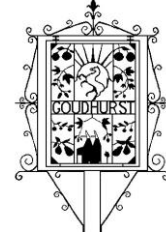


Goudhurst Parish Council



MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL
on Tuesday 10 October 2023 at 7.00pm in the Church Rooms

PARTICIPANTS

Councillors present: Cllrs Craig Broom, Antony Harris (Chairman) – left at 8.20pm, Phil Kirkby, Julia Kiggell, David Knight, Geoff Mason, Caroline Richards, Paul Wareham and Alison Webster.

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

Others present: County Councillor Seán Holden (left at 7.50pm) and one member of the public.

APOLOGIES

374/23 Apologies were received from Cllrs Edward Hodgskin (unwell), Suzie Kember (family illness) and Ed Read-Cutting (working).

DISCLOSURES OF INTEREST

375/23 There were none.

MINUTES OF THE LAST MEETING

376/23 It was **resolved** that the minutes of the Parish Council Meeting held on 12 September 2023 and the Extraordinary Meeting of Council held on 03 October 2023, copies of which had been previously distributed to Members via Board Intelligence, be signed by the Chairman as a correct record.

QUESTIONS FROM THE PUBLIC AND PRESS

377/23 A number of issues were raised by a resident of Goudhurst:

- The AED phone box is looking rather unkept and needs to be cleaned. **Action: Clerk to arrange cleaning of the box.**
- The interceptor at the bottom of Goudhurst Pond that filters water from the Highway should be emptied by KCC every other year – when was it last emptied? **Action: County Cllr Sean Holden agreed to raise this with the County drainage specialist.**
- There are still pebbles on the High Street following the cement spillage.
- The area under the trough on the Plain is looking very scruffy. **Action: Clerk to contact the contractor.**
- The street light on The Plain is currently off.
- Can Goudhurst in Bloom be brought back? Where are the cups that were awarded? **Action: Agenda for discussion by the Amenities Committee.**
- Plants from the property opposite the pharmacy on the High Street are overhanging the shared area. **Action: Clerk to write to the owner of the property.**

REPORTS FROM COUNTY & BOROUGH COUNCILLORS

378/23 **County Councillor Sean Holden briefed council on:**

- KCC's financial position including increased pressure from adult social care and SEN provision, including transport.
- KCC's consideration of a proposal for devolution of power.
- Action on Road Closures.

379/23 **Borough Cllr David Knight briefed council on:**

- TWBC has acquired the long-term lease of Royal Victoria Place.
- The outcome of the planning appeal at Crowbourne Orchard, Smiths Lane.
- A21 litter clearing is now taking place quarterly.
- TWBC has launched a new Business Welcome Pack.
- The Clerk has written to the Head of Planning at TWBC regarding the application at 15 Lurkins Rise.
- TWBC has written to the Local Government Boundary Commission for England to request a name change for this Ward to Rural Tunbridge Wells.

CHAIRMAN'S REPORT

380/23 The Chairman briefed council, the report can be found at Appendix 1.

CLERK'S REPORT

381/23 The Clerk updated council on current projects. The report can be found at Appendix 2.

The Chairman left the meeting due to illness and the Deputy Chairman, Cllr Phil Kirkby took the Chair.

ACCOUNTS

382/23 Council **noted** the summary of receipts and payments in September 2023:

Receipts UTB in September 2023

Amenities	£0.00
Burial Authority	£970.00
Rental – Mary Days garages	£804.00
Precept – 2 nd half	£109,900.00

Receipts CCLA in September 2023

	£403.00
Total Receipts	£112,077.00

Payments in September 2023

UTB	£13,127.00
CCLA	£0.00
Total	£13,127.00

Cash Balances at Bank

UTB at 30 th September 2023	£162,479.00
CCLA at 31 st August 2023	£97,624.00
Total	£260,103.00

383/23 Council **resolved** to approve the payments for October 2023 as presented at the meeting and detailed in Appendix 3.

384/23 It was **resolved** that Cllrs Geoff Mason and Phil Kirkby would approve the electronic payments on UTB.

385/23 Council received the External Auditors Report for 2022-23 and **noted** that no matters were raised.

RESOLUTIONS

- 386/23 Council **resolved** to appoint Cllr Alison Webster as additional representative to the Dorothy Bathurst's Charity and Goudhurst Education Foundation.
- 387/23 Council **resolved** to adopt the revised Internal Audit Procedures as recommended by the Finance Committee.
- 388/23 Council **resolved** to adopt the Policy Update Schedule.
- 389/23 Council **resolved** to appoint Mrs Katrina Hoyle as Assistant Clerk to the Parish Council for 20 hours a week on salary point 20. It is anticipated that that Mrs Hoyle will start in mid-November.
- 390/23 Council considered plans for the 2023 act of Remembrance, Cllrs Craig Broom, Phil Kirkby and Alison Webster volunteered to assist with the road closure.
- 391/23 It was **resolved** to defer item 8.6 until the November meeting.
- 392/23 Cllr Craig Broom briefed Council on potential legal proceedings to be brought by former councillor Jill Andrew. It was **resolved** to write to Ms Jill Andrew, as suggested by the ICO, setting out how the council plans to improve transparency in the future. **Action: Clerk**
- 393/23 It was **resolved** to defer item 8.8 until the November meeting.

FINANCE COMMITTEE

- 394/23 It was **resolved** to adopt the minutes of the Finance Committee meeting held on 19 September 2023. The following decisions were noted:
- To request a quotation for a three-year contract with Mulberry as internal auditors.
 - To open a deposit account with UTB with the RFO and Clerk having the authority to move funds between the two UTB accounts.

HIGHWAYS COMMITTEE

- 395/23 It was **resolved** to adopt the minutes of the Highways Committee meeting held on 26 September 2023. The following decisions were noted:
- The HIP will be updated with the deletion of safety improvements on the High Street as they are nonspecific and the addition of safety improvements on North Road once they are quantified.
 - Approval of expenditure of £600 for a new Goudhurst Village sign to be placed opposite the Chequers Road junction on North Road.
- 396/23 It was **noted** that the Chairman is meeting with Sissinghurst and Biddenden Parish Councils later this week to discuss the new proposal to downgrade the A262.

PLANNING COMMITTEE

- 397/23 **Recent planning Applications;** Please see Appendix 4.
- 398/23 It was **noted** that the appeal against the refusal of planning permission, and subsequent enforcement notice, for the mobile home at Crowbourne Orchard, Smiths Lane was dismissed by the inspector. The occupants have 12 months to clear the site as per the original enforcement notice. It was agreed to contact TWBC enforcement to ensure a suitable timetable was in place.
- 399/23 It was **noted** that an outline planning application was submitted in the Brenchley & Matfield Parish Council area and refused by the Borough Council. However, the

developer has resubmitted the application, with modifications, under the same application number. The local member has requested the application is called into Committee but has been informed that it is too late as the original validation date is being used. **Action: Clerk to write to Clerk at B&M to note concerns and ask what action B&M have taken.**

CORRESPONDENCE

- 400/23 It was **noted** that the ICO had contacted the Council regarding the recent Subject Access Request and the forwarding of emails from a particular resident. It was further **noted** that the ICO had given advice about best practice and that no further action was being taken.
- 401/23 It was **resolved** to delegate responsibility for responding to TWBCs Economic Plan to Cllrs David Knight and Caroline Richards. **Action: Cllrs David Knight and Caroline Richards.**
- 402/23 It was **resolved** to delegate responsibility for responding to Maidstone Borough Council's Local Plan modifications to Cllr Geoff Mason. **Action: Cllr Geoff Mason**
- 403/23 It was **resolved** to delegate responsibility for responding to the Kent Wildlife Trust/ Wildwood Trust survey on Bison to Cllr Julia Kiggell. **Action: Cllr Julia Kiggell.**

ITEMS FOR INFORMATION

- 404/23 It was **noted** that the Goudhurst village sign on The Plain is has lost colour. The issue will be considered by the Amenities Committee at their next meeting.
- 405/23 It was **noted** that the RFO will be submitting a grant pre-application to the Department for Levelling Up, Housing and Communities for £600k.

NEXT PARISH COUNCIL MEETING

- 406/23 Parish Council Meeting on Tuesday 14 November 2023 at 7.00pm in the Church Rooms.

The meeting closed at 21.07

Claire Reed, Clerk

Appendix 1 to Minutes of a Council Meeting held on 10 October 2023

Chairman's Report – October 23

Matter arising:

Goudhurst will be hosting the next KALC Area committee date Thursday Nov 23rd at The Club. Goudhurst councillors welcome.

New Items October meeting>

KALC – County Executive committee Sat 7 Oct

Goudhurst resolutions – on hold – apparently should have come through Area Committee etc and

- a) Cranbrook school – difficult to support Cranbrook since they have not submitted anything (KALC Checking to see if something can be agreed).
- b) Re the A262 downgrade should be a joint proposal with support of local (affected) parishes as well.
- c) Otherwise, interesting meeting.

TWBC Chairman's meeting 26 Sept.

- a) Seemed to be downgraded as TW Leader, Chief Exec and all heads of depts all no shows. (not town centre issue).
- b) Report on improved TW Tourist website > now focusing more on rural attractions.
- c) Run-up effect of approaching Electioneering.

NDP

What is the timing of the next NDP exercise for Goudhurst, what is its focus, and who will lead it?

Suggestion from neighbouring councils to meet up and share experiences.

Planning and the TW Agreement.

The Brenchley experience (see letter) similar to others around the county.

The KALC AGM Sat 18 Nov at Ditton, agenda expected shortly, can be interesting.

Cranbrook High Weald Closure – needs to be a joined-up approach with other effected parishes.

Training on Fundraising through Grants.

Burial issues and charging, neighbours putting up the fees esp. for non-locals to make sure the cost is covered where possible.

ADH

9 Oct 23

Appendix 2 to Minutes of a Council Meeting held on 10 October 2023

Clerks Report to Council 10 October 2023

Project Updates

Renovations to the public toilets following December's arson attack are almost complete. The contractor is currently waiting for the delivery of replacement PHS equipment, once installed, the toilets will be handed back to the Parish Council.

Preparations for the installation of the new cycle stands has taken place and they should be installed by the end of this month now that the skip in the carpark has been removed by the contractors working on the toilets.

The Clerk has met with Council's CCTV contractor for a second time regarding the combination of all systems with remote access. Since the installation of the cameras at the Star & Eagle, requests for CCTV footage have increased which is taking up considerable officer time.

Members of the Amenities Committee have met with a designer from the company producing the new information board on The Plain to finalise content and design. We are waiting for a proof of the design.

The Chairman of the PCC has offered to help the Clerk identify the issue with the cess pit on the Lower Glebe Field. It is not clear if there is a leak or whether the cess pit is overflowing however, it was emptied last week. The issue has been raised with the current land agents who have passed it to the Diocese. Rev Rachel has also contacted the Diocese to ask for reassurance that the cess pit is functioning properly, we await a response.

The repainting of the Kilndown AED phone kiosk is complete and the box is looking resplendent! The reported rotten UKPN telegraph pole adjacent to the phone box is yet to be replaced. The Amenities committee will consider a quotation from the same contractor for the painting of the Goudhurst phone box at their meeting in November.

The new defibrillator and cabinet for Goudhurst is due to be delivered this week. Power will be redirected to the red phone box so that the heated cabinet can be installed. Discussions are ongoing regarding the use of the adjacent modern phone box.

The Goudhurst bus shelter was damaged at the end of September, most likely by a high sided vehicle. Council's contractor will enact the repairs at a cost of around £100.

The new memorial benches for the south west corner of the Burial Ground and Play Area on Back Lane will be installed before the end of the month. 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.

A revised scheme of works for maintenance of hedges in the Burial Ground has been sent to contractors. The hedges need a heavy cutback as some graves are disappearing under them. There is also a need to clear the area at the bottom of the burial ground as the PROW to the bottom of the Lower Glebe field is almost impassable owing to overgrowth and a build-up of detritus. Once cleared, more signage will be needed to advise visitors not to dispose of items in this area.

Council are still awaiting the outcome of the Planning Appeal for application 22/01066, The Mobile Home at Crowbourne Orchard Smiths Lane (and associated enforcement notice).

Appendix 2 to Minutes of a Council Meeting held on 10 October 2023

Council is also still awaiting a decision regarding the change to allocation of s106 monies linked to the Old Parsonage development (recreational improvements to the Village Green including a youth shelter). TWBC Planning department are assessing whether the request fits within the original request and NDP priorities, Clerk has chased.

A further ventilation contractor has inspected the moisture problem in the Chequer Pavilion and has submitted a quotation for remedial works. They have suggested a damp specialist is consulted. This will be considered by the Youth Committee at their next meeting on 24 October.

Repairs to the shutter on the Chequer Field Pavilion have been carried out at a cost of £75 following reports from the Football Club that it was broken.

The Clerk has arranged a meeting of interested parties to establish the plan for this year's Christmas Shopping event. The meeting will be held in the Jessel Room on 12 October.

So far, no volunteers have come forward to assist with the road closures for the annual Remembrance Parade on 12 November. Volunteers are needed to place the signs out a week before the event and to man road closures for a short time during the parade.

Claire Reed
Clerk

Appendix 3 to Minutes of a Council Meeting held on 10 October 2023

Accounts Payable October 2023

Payment Ref	Invoice Number	Supplier	Description	Gross	Net	VAT Code	Authorisation Ref
23180	227	GVH	Hop Pickers Meeting	15.00	15.00	z	Council 272/23
23181	7235	Acorn	Shutter repair at Chequer Field	90.00	75.00	s	Clerks discretion
23182	2193	F&C	Toilet Cleaning to 8/9	774.00	645.00	s	Contract
23183		KALC	Clerks Conference	84.00	70.00	s	Clerks discretion
23184		Kilndown Defibrillator	Repaint of Telephone Defib at Kilndown	665.00	665.00	z	Amenities 298/23
23185	40273	Envirocure	L8 Testing Chq Field and Balcombe Toilets	61.50	51.25	s	Contract
23186	107416	Living Forest	Work on Cypress Trees in Churchyard	977.70	814.75	s	Burial Authority 21.03.23
23187		GK Church	Meeting Room Hire Oct 23 - March 24	375.00	375.00	z	Council 322/23
23188	224	GVH	Hop Pickers meeting 13/9	20.25	20.25	z	Council 272/23
23189		Millward	17.5 hours Burial Digitisation	210.00	210.00	z	Contract

Appendix 3 to Minutes of a Council Meeting held on 10 October 2023

Accounts Payable October 2023

23190		Richard Greenaway	7.5 hours handyman services on various Council assets	194.25	194.25	z	Various
23191	6127	Groundscare	Additional August visits as part of contract	800.16	666.80	s	Contract
23192	44482	Pinders	Building Survey	2,100.00	1,750.00	s	Council 371/23

Appendix 4 to Minutes of a Council Meeting held on 10 October 2023

Recommendations and Decisions September 2023

Application	Address	Proposal	GPC	TWBC
23/00477	Marlingate Farmhouse Bedgebury Road Goudhurst Cranbrook Kent	Creation of new access and driveway, closure of existing vehicular access, removal of outbuilding with associated landscaping alterations	Defer to Highways	Permitted
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	Permitted
23/01856	Lodge Nursery, Lidwells Lane, Goudhurst, Cranbrook	Proposed swimming pool and pump cupboard.	Approve	Permitted
23/01878	Greentrees , Cranbrook Road, Goudhurst	Single storey extension	Approve	Permitted
23/01907	Greensleeves Station Road Goudhurst Cranbrook Kent	Single storey extension, removal of fenestration	Approve	Permitted
23/02217	11 Flimwell Close, Flimwell	Side/rear single storey extension and loft conversion, replacement porch	Refuse , scale and mass, size of the 'flat roof dormer' window which overlooks neighbouring properties and will result in light pollution, contrary to policy L8 of the Goudhurst NDP.	
23/02210	Smugley Farm, Bedgebury Road	Variation of Condition 2 of Planning Permission 21/04235/FULL (Erection of two replacement dwellings with associated	Insufficient and inadequate detail, proposals don't contain information on location of plant required to	To be reconsidered 10.10.23

Appendix 4 to Minutes of a Council Meeting held on 10 October 2023

Recommendations and Decisions September 2023

		landscaping (amendments to planning permission 18/03451/FULL)) - replacement of detached car barn with family room and inclusion of swimming pool on Plot 2	operate the pool or landscaping around/ in support of the pool.	
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.	Refuse , the application fails to meet key policies in Goudhurst NDP and Borough plans and, in terms of section 80, does not appear to meet the criteria for exceptional quality of design.	
23/02441	Risebridge Cottage, Blue Coats Lane	Two storey extension and addition of conservatory	Approve	
23/02412	7 The Old School	Proposed alterations to conservatory to form garden room.	Approve	