

# Goudhurst Parish Council

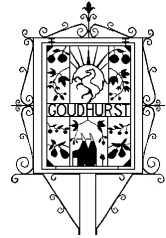


## Council Meeting 12.03.24

MEETING  
12 March 2024 19:00 GMT

PUBLISHED  
6 March 2024

# Goudhurst Parish Council



To: Members of Goudhurst Parish Council

I summon you to a Meeting of Goudhurst Parish Council on Tuesday 12 March 2024 at 7.00pm for 7.15pm 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 Assistant Clerk if you intend to film or record the Meeting.

Claire Reed  
Clerk to Goudhurst Parish Council  
05 March 2024

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Quorum for Council: 4 Members

# Agenda

Location	Date	Time		
The Church Rooms, Back Lane	12 Mar 2024	19:00 GMT		
Item	Owner	Time	Page	
7pm - prior to the start of the meeting. Questions and comments from members of the press and public.		19:00	-	
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.	Chairman	19:15	-	
2 Declarations of Interest	Chairman	19:16	-	
3 To approve and sign as a correct record the Minutes of the Parish Council Meeting held on Tuesday 13 February 2024, and available to members prior to the meeting via Board Intelligence.	Chairman	19:17	5	
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).	Cllrs Sean Holden, David Knight, Alison Webster	19:18	-	
5 Accounts	RFO	19:27	13	
5.1 To approve payments for March 2024.		19:32	-	
6 To receive an update on the development of Council's core values.	Cllrs Read-Cutting, Hodgskin, Wareham	19:37	-	
7 Resolutions			-	
7.1 To resolve to establish a separate Staffing Committee and to appoint the members and Chair.	Cllr Geoff Mason	19:47	-	
8 Committee Reports			-	
8.1 Council to adopt the minutes of the Amenities Committee meetings held on 27 February 2024 and to note the decisions made.	Cllr David Knight	19:57	16	
8.2 Council to receive an update from the Staffing Working Group.	Cllr Geoff Mason	20:02	-	
9 Planning Committee	Cllr Craig Broom		-	
9.1 Members to note Committee recommendations and TWBC decisions in February 2023		20:07	18	
10 Chairman's Report	Cllr Antony Harris	20:09	-	

	Item	Owner	Time	Page
11	Clerk's Report	Clerk	20:14	-
12	Correspondence	Clerk	20:19	-
13	Items for information	Chairman	20:24	-
13.1	Date of next Meeting: Tuesday 09 April 2024 at 7.00pm, Church Rooms.			-

# Goudhurst Parish Council



## MINUTES OF A MEETING OF GOUDHURST PARISH COUNCIL on Tuesday 13 February at 7.30pm in the Church Rooms

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

### PARTICIPANTS

**Councillors present:** Cllrs Craig Broom, Antony Harris (Chairman), Edward Hodgskin, Suzie Kember (arrived at 19.44), Phil Kirkby, Geoff Mason, Paul Wareham (left 20.45 due to work commitments), David Knight and Alison Webster.

**Officers present:** Kat Hoyle, Assistant Clerk and Panetta Horn, RFO.

**Others present:** One member of the public.

### APOLOGIES

628/24 Apologies were received from Julia Kiggell (away), Ed Read-Cutting (work). Caroline Richards (family emergency)

### DISCLOSURES OF INTEREST

629/24 None

### MINUTES OF THE LAST MEETING

630/24 It was **resolved** that the minutes of the Parish Council Meeting held on 9<sup>th</sup> January 2024, copies of which had been previously distributed to Members via Board Intelligence, be signed by the Chairman as a correct record. It was **noted** David Knight raised a grievance around matter- 568/24.

### MATTERS FROM THE PUBLIC

631/24 A member of the public notified Council, of the excess debris up Clayhill, after a recent litter pick. It was agreed to refer the matter to the Highways Committee.

### REPORTS FROM COUNTY & BOROUGH COUNCILLORS

632/24 **County Councillor Sean Holden sent apologies due to family bereavement.**

633/24 **Borough Councillor David Knight and Alison Webster**

- *Reported recent approval for the purchase of 18 houses, in Hawkhurst, which are available for anyone in Tunbridge Wells who fits the relevant criteria.*
- *Campaign launched around making women feel safer in taxis around Tunbridge Wells.*
- *Public consultation and survey launched for the Draft Strategic Plan for the Town Centre.*
- *Updates from Governance Review Committee to be submitted to Full Council on 28<sup>th</sup> February for approval;*
  - *It is proposed the East/West split be removed with group leaders in the Borough ensuring equal representation on rural versus town wards/councillors.*
  - *New Planning Committee members must undergo full planning training.*

## ACCOUNTS

- 634/24 Council **noted** the summary of receipts and payments in January 2024.
- 635/24 Council **noted** the increases in maintenance contracts, which have been accounted for in the budget.
- 636/24 Council **resolved** to approve the payments for February 2024 as presented at the meeting and detailed in Appendix 1.
- 637/24 It was **resolved** that Cllrs Phil Kirkby and Geoff Mason would approve the electronic payments on UTB. **Action: RFO**

## CHAIRMAN'S REPORT

- 638/24 The Chairman briefed council, the report can be found at Appendix 2.
- 639/24 It was **noted** a meeting will take place with various heads to discuss School Places and ongoing travel for children.

## RESOLUTIONS

- 640/24 Council **resolved** to promote the Assistant Clerk to Deputy Clerk as recommended by the Employment Working Group.
- 641/24 It was **resolved** to close the meeting to members of the public and press in accordance with Public Bodies (Admission to Meetings) Act 1960, s2 owing to the sensitivity of the business to be transacted.
- 642/24 Council **resolved** to approve the expenditure of up to £500 a week to support additional cover for the office.

### ***The meeting was re-opened to the public***

- 643/24 Council **resolved** to further investigate becoming a certified IDA Dark Sky Community within 3 years. **Action: Cllr Geoff Mason.**
- 644/24 Council **resolved** to nominate Antony Farnfield for a KALC Community Award 2024. **Action: Cllrs Antony Harris and Phil Kirkby.**
- 645/24 Council received an update on D Day 80 Celebrations, and it was **agreed** that more information was required. **Action: Cllr Edward Hodgskin.**
- 646/24 Council received an update on the proposal to establish a village events calendar. It was **agreed** the office could print pages as required.
- 647/24 Council **resolved** to purchase The Antiques Shop on the High Street. It was further **resolved** to authorise Cllrs Phil Kirkby and Antony Harris to sign, on behalf of the Council, any legal documents as required for the purchase.

## PLANNING COMMITTEE

- 648/24 **Recent planning Applications;** Please see Appendix 3.

## HIGHWAYS COMMITTEE

- 649/24 Council to adopt the minutes of the Highways Committee meeting held on 16 January 2024 and to note decisions made.
- To create a pre-HIP proposal (to reduce speeding up Winchet Hill).
  - To speak with KCC to investigate the re-opening of the KCC owned Carpark.
  - To approve expenditure of £1,405.95 and the additional pole to allow movement.

#### YOUTH AND HOUSING COMMITTEE

650/24 Council resolved to adopt the minutes of the Youth & Housing Committee meeting held on 23rd January 2024 and noted the decisions made.

- To spend up to £5578 on the ventilation, pending the outcome of the alternative quote.
- To change name of the “Youth Shelter” to “Village Shelter”. It is **noted** this will be included in the wider village strategy
- The AED to be put on Church Rooms by the designated contractor.
- To investigate long term fencing options of the Back Lane Play Area.
- The expenditure of £92 GMA Level One Training.

#### CORRESPONDENCE

651/24 There were none

#### ITEMS FOR INFORMATION

652/24 It was **noted** of the need to set the date for the Annual Parish Meeting and publicise.

653/24 Cllr Edward Hodgskin raised the suggestion of a proposed Village Open Day. It was **agreed** to add this item to the March Agenda.

#### NEXT PARISH COUNCIL MEETING

654/24 Parish Council Meeting on Tuesday 12<sup>th</sup> March 2024 at 7.00pm in the Church Rooms.

The meeting closed at 21.29

Kat Hoyle  
Deputy Clerk

**Appendix 1 to Minutes of a Council Meeting held on 13 February 2024**

**Accounts Payable February 2024**

<b>Payment Ref</b>	<b>Invoice Number</b>	<b>Supplier</b>	<b>Description</b>	<b>Gross</b>	<b>Net</b>	<b>VAT Code</b>	<b>Authorisation Ref</b>
24005	1212	Goudhurst Village Hall	Reimbursement of electricity for CCTV and pond pump	445.00	445.00	z	Contract
24006		Horn	Reimbursement of RFO expenses and Assistant Clerks Phone	150.97	82.48 +52.00	S Z	
24007	99917	TWBC	Uncontested Election Fees	704.62	587.18	S	Statutory
24008	65793	PI	Annual Playground Inspection	144.00	120.00	s	Contract
24009		Risebridge	Contribution to Oil	252.29	252.29	z	Contract
24010	2402	F&C	Cleaning of Balcombes Hill Toilets	796.80	664.00	s	Contract
24011		Ann Millward	Burial Digitisation 14 hours @ £15	210.00	210.00	z	Contract
24012	19247	Community Heartbeat	Defib Pads	265.14	220.95	s	
24013		Pam Boniface	Adverts for Christmas Fair	42.78	42.78	z	
24014		Envirocure	Monthly L8 checks	64.04	53.37	s	Contract
24015		Kat Hoyle	Expenses for Meeting Refreshments	10.75	10.75	z	



## Chairman's Report – February 2024

**Purpose:** Items for information, discussion, and if for decision then future agenda.

### Part A. Current matters

Much time over the past month has been taken up with two items:

The preparations around the issue of **the Vine**, its possible acquisition, contact with the owner and his agent and Resident Survey, which culminated in the Extraordinary Meeting held 5<sup>th</sup> Feb,

At the end of the Extraordinary meeting, we discussed how we may **work together better in future**, and in a harmonious way, acknowledging the differing input Councillors may bring.

Councillors proposed 4 or 5 key principles to enable us to work better and with respect. Suggestion for March Agenda.

At the Feb meeting we discussed the following for Feb agenda but in view of other issues propose for March/April.....

What do councillors consider should be our **GPC Priorities for 2024** (limited in number so they get done/started).

### **Parish Activities Fete, Christmas Fair etc.**

Agenda item.

### **Potential Planning Call-In?**

Action: Craig/Borough Councillor

### **Traveller site.**

Anything to report?

### ***Cranbrook High Weald Closure.***

Julia/Craig to update council.

### **Goudhurst in Bloom.**

Who is leading for **GPC? Timing?**

**Chairman attended two KALC** events during the month a workshop and Area Executive meeting.

***Part B. Longer term.***

**Planning and the TW Agreement.** KALC group reforming to agree priorities (GPC input).

**Parish Council – Scope of interest.**

What role will Parishes play in the future? Do we shape our future or just ride with it?

“Do we stick just to our limited brief or also try to voice and represent the opinion of the community where we can”.

**KALC TW Area Committee**

**KALC AGM 2024** probably in November – suggest some Councillors may find interesting. Clerk to watch out for date.

ADH

Feb 2024

### Appendix 3 to Minutes of a Council Meeting held on 13 February 2024

#### Recommendations and Decisions January 2024

Application	Address	Proposal	GPC	TWBC
23/03213/FUL L	12 Flimwell Close, Flimwell, Wadhurst, Kent, TN5 7PP	Three storey dwelling house and detached garage	Refuse The Council raised concerns regarding the scale and mass of the proposal, particularly in relation to neighbouring properties, character and street scene. Concerns were also raised over the height of the building and the close proximity to the A21.	Refuse
23/03283/ENV SCR	12 Flimwell Close Flimwell Wadhurst Kent TN5 7PP	EIA Screening Opinion: Three storey dwelling house and detached garage (23/03213/FULL refers)	No comment	Refuse
23/03239/FUL L	Winchet Hall, Winchet Hill, Goudhurst, Cranbrook, Kent, TN17 1JX	Loft conversion with dormer window, rooflights & roof balcony to front elevation (South), Rooflights & gable picture window to side elevation (west) and hidden dormer windows to rear elevation (north)	Refuse– the mass and scale of the proposed elevation and dormer window are against the rest of the building. It is also noted The Design and Access Statement and other key part of the applications are missing.	
23/03348/FUL L	Crowbourne Grange, Station Road, Goudhurst, Cranbrook, Kent, TN17 1EQ	Conversion of ancillary building to a single dwelling with extension and associated hard and soft landscaping works	Approve	
MG/CTIL_113 579 24	Proposed Base Station Upgrade At Ctil_113579 24, Cherry Garden Farm, Pump Field, Jarvis	CTIL_113579 24, Cherry Garden Farm To improve 3G, 4G and add 5G network coverage for VMO2.	No comment to make accept the address needs tweaking as it is not in Cherry Garden Farm.	

**Appendix 3 to Minutes of a Council Meeting held on 13 February 2024**

Recommendations and Decisions January 2024

	Lane, Goudhurst, Kent, Tn17 1Dy (Ngr: 573290, 137941)			
23/03286/FUL L	Pethrick, Cranbrook Road, Goudhurst, Cranbrook, Kent, TN17 1DP	Demolition of existing rear extension and partial demolition of garage. Erection of single storey side and rear extension. Alterations to external appearance of whole house.	Approve subject to resolution of boundary dispute with neighbour.	
23/03454/FUL L	The Stables, Bedgebury Road, Goudhurst, Cranbrook, Kent, TN17 2QR	Demolition of existing buildings and erection of a detached dwelling with associated landscape and ecological enhancement works, including removal of hardstanding and menage and partial change of use of paddock to garden curtilage.	Refuse, based on size and scale of the proposal, along with being detrimental to the landscape and neighbouring properties within the conservation area. In addition, the suggestion materials proposed are also against the characteristics the other surrounding dwellings. The Council noted and repeat the comments made by the Conservation Officer.	
23/03487/FUL L	Lidwells Stables , Lidwells Lane, Goudhurst, Cranbrook, Kent, TN17 1JJ	Conversion of stable building to dwelling with extension, external alterations and landscape enhancement.	Approve based on considerations to potential light pollutions for properties over the road.	

# Goudhurst Parish Council

## RFO report to Council

Accounts.to (29/02/24)

These figures will be presented to Council at the March 2024  
Council meeting.

### Receipts UTB in February 2024

VAT reclaim	17,228.35
Burial Authority	145.00
Mary Day Garage Rents	936.00

### Receipts CCLA January and February 2024

895.85

### Total Receipts

19,169.20

### Payments February 2024

UTB	12,197.92
CCLA	0

### Total Payments

£12,197.92

### Cash Balances at Bank

UTB at 29th February 2024	106,556.63
CCLA at 29 <sup>th</sup> February 2024	100,216.85

### Current Balances

£206,741.53

**Accounts Payable to 29.02.2024 for authorisation**

Payment Ref	Invoice Number	Supplier	Description	Gross	Net	VAT Code	Vat	Authorisation Ref
24028	2459	F&C	Cleaning of Balcombes Toilets	796.80	664.00	s	132.80	Contract
24029		Ann Millward	Burial Digitisation 12 hours @ £15	180.00	180.00	z	0.00	Contract
24030	42372 42373	Envirocure	Monthly L8 checks	106.00 18.00	88.33 15.00	s	17.67 3.00	Contract
24031	4483	HugoFox	Years subs for Planning tracker support	144.00	120.00	S	24.00	Contract
24032	35719	Iden Signs	Artwork for Millennium walks sign	30.00	5.00	s	25.00	Contract
24033	2459	F&C	Toilet Cleaning	796.00	664.00	s	132.80	Contract
24034	264	Signature Plants	Replace and maintain tree at sports field	936.00	780.00	s	156.00	Cllr Harris
24035	70406810	PHS	Annual sanitary services	902.11	751.76	S	150.35	Contract
24036	9073792619	KALC	2 Places Annual Planning Conference	168.00	140.00	S	28.00	Council
24037	28816	Grounds Management	2 places on Football Grounds Maint contracts	92.00	76.66	s	15.34	Amenities
24038	140974	Pear Technology	Parish Map with PROW	114.00	95.00	S	19.00	Clerk
24039		Richard Greenaway	Base for bench in play equipment	312.68	312.68	Z	0.00	Clerk

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

The Bank Reconciliations are required to be signed by a Councillor who is not the Chairman. The reconciliation reports and Bank statements will be brought to the meeting and a volunteer will be asked to sign them off at the end of the meeting.

## DEPOSIT ACCOUNT

We currently have over £100k in our current account earning no interest. We are awaiting confirmation of address from one councillor and then the deposit account will be open and a significant balance transferred.

## PWLB

The loan has been approved to purchase the Antique Shop. The solicitors are progressing the purchase and we are in the process of drawing up a schedule of works to enable us to go out to tender for the renovations.

Panetta Horn

RFO

29 February 2024

# Goudhurst Parish Council



## AMENITIES COMMITTEE

Minutes of a Meeting held on 27<sup>th</sup> February 2024 at 7.30pm in The Church Rooms, Back Lane.

### PARTICIPANTS

*Councillors Present:* Cllrs David Knight, Antony Harris, Geoff Mason, Caroline Richards, Alison Webster, and Ed Read-Cutting.

*Officers Present:* Kat Hoyle, Deputy Clerk

### APOLOGIES

662/24 There were none.

### DISCLOSURES OF INTEREST

663/24 There were none.

### MINUTES OF THE LAST MEETING

664/24 It was resolved the minutes of the Amenities Committee meeting held on 28<sup>th</sup> November 2023, and previously distributed to members via Board Intelligence, be accepted as a correct record.

### QUESTIONS FROM THE PUBLIC AND PRESS

665/24 There were none.

### MATTERS FOR CONSIDERATION

666/24 ***The Phone Boxes***

It was clarified the new phone box will be painted red to match the old one. The new AED will be installed in the new phone box and the existing AED, currently in situ, will be removed. **Action: Deputy Clerk**

667/24 ***Millennium Walk***

Cllr Caroline Richards shared the design for the new logo. It was **agreed** for the Millennium Walk leaflet to be scanned and added to the website. It was **agreed** for a QR code to be added to the logo, linking to the leaflet. It is **resolved** for the expenditure of £30 for the production of the artwork. It is **agreed** for quotes to be found for composite bridle path markers. **Action: Deputy Clerk**

668/24 ***Goudhurst Parish in Bloom 2024***

It was **noted** Cllr David Knight is meeting with Kilndown Gardening Club regarding sourcing volunteers and agreeing the next steps. It was **agreed** for Cllr Geoff Mason to ask for more volunteers via his social media group.

669/24 ***Village Sign***

Cllr David Knight updated the Committee, he is waiting on a price for the painting. It is **resolved** to add to the agenda for next meeting.

670/24 ***Duck House***

It was **resolved** to add composite decking to the base of the duck house within the budget of £500. **Action: Deputy Clerk**

671/24 ***Litter Bin***

It was **noted** TWBC have 18 litter bin collections per week. It has been **requested** TWBC include two additional bins in their rota and waiting to hear back.



672/24 *The Plain Information Board.*

It is **agreed** for Cllr Caroline Richards to update the copy and submit to Cllr Alison Webster to send, along with discussed design amendments, to the designer. It is **resolved** for the webpage to start construction. **Action: Deputy Clerk and Cllr Alison Webster**

673/24 *Goudhurst Pond filtration*

It was **resolved** to investigate the pond filtration system and what is required. **Action: Cllr Geoff Mason and Deputy Clerk**

674/24 *Public Toilets*

It was **resolved** to repair the faulty light at the public toilet and the indoor light in the Gents' Toilets. **Action: Deputy Clerk**

ITEMS FOR INFORMATION

675/24 *Litter Pick*

It was **agreed** for Cllr Geoff Mason to speak with Tunbridge Wells Friends of the Earth regarding an organised litter pick.

676/24 *Hop Pickers*

It was **agreed** for Cllrs Alison Webster and Caroline Richards to attend the Hop Pickers AGM, along with Cllr Suzie Kember.

DATE OF THE NEXT MEETING

Next Amenities Committee Meeting on Tuesday 28<sup>th</sup> May 2024.

The meeting closed at 8.35pm

Kat Hoyle  
Deputy Clerk

## Appendix 2 to Minutes of a Council Meeting held on 12 March 2024

### Recommendations and Decisions February 2024

Application	Address	Proposal	GPC	TWBC
24/00266/AGR IC	Royal Oak Farm London Road Flimwell Hawkhurst Kent	Prior Notification of agricultural/forestry development - Erection of portal framed building to replace timber structure	Approve, subject to TW recommendations	
24/00357	May Farm Chicks Lane Kilndown Cranbrook Kent	External hard landscaping associated with new residential development approved under application ref:22/03361/FULL	Approve subject to appropriation communication and signage regarding the temporary closure of the public right of way.	
24/00388	Stable Cottage Cranbrook Road Goudhurst Cranbrook Kent TN17 1DY	Removal of flat roof and reinstating catslide roof. Erection of an outdoor kitchen structure. (part-retrospective)	Approve, although noted many retrospective have been submitted recently	
24/00266/AGR IC	Royal Oak Farm London Road Flimwell Hawkhurst Kent	Prior Notification of agricultural/forestry development - Erection of portal framed building to replace timber structure	Approve, subject to TW recommendations	
24/00357	May Farm Chicks Lane Kilndown Cranbrook Kent	External hard landscaping associated with new residential development approved under application ref:22/03361/FULL	Approve subject to appropriation communication and signage regarding the temporary closure of the public right of way.	
23/03286	Pethrick , Cranbrook Road, Goudhurst, Cranbrook, Kent, TN17 1DP	Demolition of existing rear extension and partial demolition of garage. Erection of single storey side and rear extension. Alterations to external appearance of whole house.	Approve subject to resolution of boundary dispute with neighbour.	Approve

**Appendix 2 to Minutes of a Council Meeting held on 12 March 2024**

Recommendations and Decisions February 2024

23/02855	Lower Ladysden Farm, Winchet Hill	Conversion, extension and partial demolition of an existing agricultural building into two residential dwellings with associated landscaping, amenity land and parking.	Approve GPC would like to see conditions around the thermal performance of the buildings and the primary heating source should not use fossil fuels as detailed in Goudhurst Neighbourhood Development Plan Policy D3.	Approve
23/03487	Lidwells Stables, Lidwells Lane, Goudhurst, Cranbrook, Kent, TN17 1JJ	Conversion of stable building to dwelling with extension, external alterations and landscape enhancement.	Approve based on considerations to potential light pollutions for properties over the road.	Approve