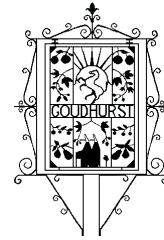


Goudhurst Parish Council



Meeting of the Parish Council 8th July 2025

**MEETING
8 July 2025 19:30 BST**

**PUBLISHED
3 July 2025**

Goudhurst Parish Council



To: Members of Goudhurst Parish Council

I summon you to Meeting of Goudhurst Parish Council on Tuesday 8th July 2025 at 7.15 for a 7.30pm start in The Church Rooms, Back Lane, where business detailed on this agenda will be discussed. At 7.15pm, members of the public are invited to speak with Councillors, but the meeting will officially start at 7.30pm.

Members of the Public and the Press are welcome to attend this meeting and to ask questions or raise issues of local interest during the 7.15pm to 7.30pm session. 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.

Katrina Hoyle
Clerk to Goudhurst Parish Council
3th July 2025

Parish Council Office – 3 Fountain House, High Street, Goudhurst, KENT. TN17 1AL
01580 212552 | <https://goudhurst-pc.gov.uk>

Quorum for Council: 4 Members

Agenda

Location
The Church Rooms, Back Lane, Goudhurst.

Date
8 Jul 2025

Time
19:30 BST

	Item	Page
	7.15pm - 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 Parish Council Meeting held on Tuesday 10th June and available to members prior to the meeting via Board Intelligence.	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).	-
5	RFO Report	-
5.1	To resolve to approve payments for June 2025.	8
5.2	To appoint to Councillors to approve payments	-
5.3	To agree the process for the budget setting and set a Committee Chair Meeting date	-
6	Resolutions	-
6.1	To resolve to approve a memorial plaque on a bench in the lower glebe	10
6.1.1	To resolve to approve the increase in Burial Fees as proposed by the Burial Authority	11
6.1.2	To resolve to approve the changes to the Burial regulations as proposed by the Burial Authority	12
6.1.3	To resolve to approve the terms of reference for the Finance committee	17
7	To review the draft Bio Diversity Policy and decide further action	19
8	To discuss proposals for the newsletters and decide further action	-
9	To discuss the options for an Ergonomic Review for the Office	-
10	To review Goudhurst in Bloom 2025 and decide on further action	-
11	Council to note the minute of the following Committees and the decisions made	-
11.1	Burial Authority held on 17th June	22
11.1.1	It was agreed to propose an increase in burial fees of 3.5 % in line with the National consumer index	24

Item

Page

It was agreed that the gates to St Mary's need to be removed and the Deputy Clerk is to advise the Reverend. It was also agreed that the gates to the Victorian Cemetery need replacing

-

It was agreed that the Deputy Clerk will liaise with the Contractor to ensure:-that the growth in the church wall is removed-that the bushes beside the steps to back lane are cut back -that the brambles and ivy in the yew trees are removed-the cutting of grass in the Victorian level is left at a higher level

-

It was also agreed that the frequency of weed spraying on the ashes be determined to enable the Burial Authority to compare the cost of weed spraying and hand pulling

-

It was agreed quotes will be obtained to have dangerous headstones laid down and deep graves ruts filled, within the Victorian Cemetery

-

It was agreed that the commonwealth graves should be identified and that maintenance be requested for these graves, if necessary, from the War Grave Society

-

It was agreed that quotes should be obtained for metal signage to be placed in the burial ground using the wording recommended by Cllr Richards and with reference to the Council's biodiversity policy

-

It was resolved to approve the quote of £177.50 from the Living Forest to trim back the overhanging branches in the Coleman enclosure

-

A document detailing rights and obligations of the Burial Authority was circulated and it was noted that the Victorian Cemetery may be suitable for the interment of ashes alongside the path. A proposal for a project to repair the pathway and in the Victorian cemetery and install memorial kerbstones in the Burial ground will be drawn and costed for inclusion in the 2025/26 budget

-

It was agreed that the internment of ashes in the grave plot be approved for the current applicant. It was further agreed to update burial regulations to clarify that ashes can only be interned in burial plots if the grave is already in use and that the Deputy Clerk will write to lessees of plots where there may be an intention to place cremated remains in unused graves in the future. The amended regulations to be included in the July Full Council agenda for adoption

-

11.2 Finance Committee - held on 17th June

25

11.2.1 The grant application by GK church for the church room decking was rejected. It was felt that that the slippery issue could have been better resolved by a covering or regular maintenance with a solution and that there was no plan to ensure the new surface would not also become slippery over time

-

11.3 Highway's Committee 24th June

27

Cllr Paul Wareham was unanimously elected as Chairman. Cllr Craig Broom was thanked for his work previously on the committee

-

It was agreed for an amendment to be made to the Terms of Reference which Cllr Antony Harris will draft

-

11.4 An update from the HIP was received. It was agreed for the Clerk to reply to the questions and update the contact information and return to KCC

29

11.4.1 It was agreed for the suggestions and proposed upgrades to signage be submitted, as shared in the meeting pack, to be submitted to KCC.

38

11.5 Planning Decisions

53

12 Chairman's Report

-

13 Clerk's Report

54

14 Correspondence

-

15 Items for information

-

16 Date of next Meeting 12th August 2025, 7.15 for 7.30 start at The Church Rooms.

-

Goudhurst Parish Council



MINUTES OF THE ANNUAL MEETING OF GOUDHURST PARISH COUNCIL

on Tuesday 10th June 2025 at 7.30pm in Church Rooms Back Lane

PARTICIPANTS

Councillors present: Cllrs Craig Broom, Antony Harris, Suzie Kember, Phil Kirkby (Chairman), David Knight (Borough Councillor), Geoff Mason, Ed Read-Cutting, Caroline Richards, Peter Rolington, Paul Wareham and Alison Webster.

Others present: *None*

Officers present: Panetta Horn Deputy Clerk.

APOLOGIES

138/25 Apologies were received from Cllr Edward Hodgskin.

DISCLOSURES OF INTEREST

139/25 There were none.

MINUTES OF THE LAST MEETING

140/25 It was **resolved** that the Minutes of the Parish Council Meeting held on 13th May 2025, copies of which had been previously distributed to Members via Board Intelligence, be signed by the Chairman as a correct record, with the one amendment that Peter Rolington had been admitted as an attendee.

REPORTS FROM COUNTY & BOROUGH COUNCILLORS

141/24 Member Councillor David Knight provided an update on the enforcement matters at Kilndown and advised that a 12 month extension has been given by the High Court.

ACCOUNTS

The Responsible Finance Officer, Mrs Panetta Horn, reported:

142/25 **Council noted the summary of receipts and payments in May 2025 in Appendix: 1**

143/25 It was **resolved** Cllr Caroline Richard and Cllr Peter Rolington to approve accounts and will meet with the RFO on Thursday 12th June to undertake this.

Resolutions

144/25 It was resolved that the creation of an enforcement policy should be delegated to the Planning Committee and that the Chair of Planning should be the key contact for enforcement enquires. Cllr Harris has provided a summary of advice given by KALC on this matter which will be forwarded to the Chair of Planning. It was also agreed that Paddock Wood Town Council should be approached to share their enforcement policy.

- 145/25 It was resolved to approve the fee of £450 for the Clerk to undertake CILCA, plus the payment of additional hours of 5 per week for up to 7 months, with a clause that the Council could seek to claim back fees (the exact detail to be determined) if the incumbent should leave within 12 months of qualifying.

NEWSLETTER POLICY

- 146/25 The discussion on this was deferred to the next council meeting by which time, Cllr Broom will have produced a proposal document.

INSURANCE CLAIM

- 147/25 It was resolved that the Deputy Clerk will seek guidance as to whether the Council has further options to challenge the decision on the recent insurance claim for Fountain House, by consultation with previous colleagues from the insurance industry.

The meeting was closed to discuss staff training

TRAINING

- 148/25 It was resolved to fund staff training for the Cilca qualification for all staff and to compensate staff for five hours per week for a period of up to 7 months to undertake the work. There will a condition attached that any staff member leaving prior to one year following the completion of the qualification will have to compensate the Council for its funding. Cllr Wareham is to provide industry standards to enable the council to determine the detail of this condition.

The meeting reopened.

COMMITTEE REPORTS

- 149/25 Members agreed to adopt the resolutions as detailed in the Youth and Housing Committee minutes of the meeting held on 6th May and noted the comments and decisions within.
- 150/25 Members resolved to adopt the recommendation of the Finance Committee minutes of the meeting held on 21st May namely:
- To issue a grant of £1,000 to Dynamos
 - To issue a grant of £2,000 to Christ Church
 - To issue a grant of £750 to the Scouts
 - To issue a grant of £400 to the Quarry Centre
 - To donate £250 to Collier Green School to assist with the purchase of a defibrillator.

PLANNING DECISIONS

- 151/25 Members noted Planning Committee recommendations and TWBC decisions in May 2025

CHAIRMANS REPORT

- 152/25 The Chair expressed disappointment that the Parish Council had not been consulted prior to the recent leaflet distributed by Conservative councillors . The Chair is to write to the Chair of TW conservatives and Tom Dallings, chair of the conservatives within TWBC to express the Councils disappointment and concern over managing residents expectations following the announcement of the survey.
- 153/25 It was confirmed that the Council's stall at the fete was fully manned and that Cllr Webster is to liaise with the Assistant Clerk to obtain an update on the councils recent and future projects.
- 154/25 Cllr Mason has agreed to lead on the creation of the biodiversity policy with assistance from Cllr Reed-Cutting.

CLERKS REPORT

- 155/25 It was advised that the Council has prepared to meet all of its obligations surrounding assistance with the Village Fete.
- 156/25 It was advised that the Seating in the Lower Glebe was complete and that Cllr Mason is to plant wildflower seeds in the new beds and path side.

CORRESPONDENCE

- 157/25 It was noted that the Reverend Robertson has requested the removal of the rope swing from the village green and Cllr Kirby is to investigate the request and arrange for appropriate action.
- 158/25 A request for assistance with hedge maintenance work was received and Cllr Webster is to discuss the matter with Town and Country.

ITEMS FOR INFORMATION

- 159/25 Cllr Kember advised that there are two dangerous situations with over grown hedging blocking paths and encroaching into the road. Cllr Richard is to provide what three words for positioning to the office, for onwards reporting to KCC.
- 160/25 Cllr Knight advised that the Vine has been sold and is scheduled to reopen as a pub in the Autumn.

NEXT PARISH COUNCIL MEETING

- 161/25 The next Council Meeting is Tuesday 8th July at 7.30pm at The Church Rooms.

The meeting closed at 21.15

Panetta Horn

10th June 2025

Goudhurst Parish Council

RFO report to Council

Accounts to 30/06/2025

These figures will be presented to Council at the July 2025
Council meeting.

Receipts UTB in June 2025

Garage Rents	325
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Burials	1,880
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2,205

Receipts Instant Access in June 2025

753

Receipts CCLA in May 2025

Dividend payment TBA	394
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Total Receipts	3,352
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Payments June 2025

UTB	57,743
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CCLA	0
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Total Payments	50,742
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Cash Balances at Bank as at 30th June

UTB	12,684
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CCLA (30.5.2025)	107,010
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Instant Access	112,525
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Current Balances	232,219
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Accounts Payable to 03.07.2025 for authorisation

Supplier	Description	Gross	Net
Veolia	bin emptying burial ground June	44.98	37.48
Perinda Skilton	June office cleaning	120.00	120.00
Envirocure		957.00	
	L8 checks at Toilets	594.00	495.00
	Annual L8 checks at CF	33.00	27.50
	L8 Checks at CF	330.00	275.00
Bradley Shepherd	Garage door cleaning	80.00	80.00
GVH	Room hire for Hop pickers meeting 5/8	15.00	15.00
B&K	GVH - CCTV cables	560.44	467.20
Mason Vegetation	Gritting and Topping up salt bins in March	240.00	200.00

Panetta Horn
Deputy Clerk and RFO
3rd July 2025

MEMORIAL PLAQUE REQUEST

The Parish Council has received a request from a local resident to place a memorial plaque on a bench within the Parish, in memory of her young daughter.

The child had a close connection to the area, having attended both the local pre-school and Primary School. Her grandparents reside in a property situated just below the Lower Glebe. The family has expressed a particular wish for the plaque to be installed on one of the benches located in the newly created seating area at the Lower Glebe. They feel that this location holds special significance due to its scenic view, its proximity to the pre-school, and its outlook toward the grandparents' home.

The proposed plaque would fully comply with the Council's requirements in terms of size and layout. The bench on which the plaque is to be installed would remain under the ownership and maintenance of the Parish Council.

Recommendation:

That the Council considers approval of this request, subject to confirmation of the plaque's compliance with existing specifications and ongoing maintenance responsibilities remaining with the Council.

Goudhurst Burial Fees

These charges apply from 01 August 2025 and are valid to 31 March 2026

Goudhurst Parish Council is the statutory Burial Authority for the civil Parish of Goudhurst and has adopted these Regulations in accordance with the powers given to it by the Local Authorities Cemeteries Order 1977.

At the discretion of the Goudhurst Burial Authority, a 50% discount will be applied to these fees if the deceased was a parishioner at the time of their death. Evidence of residency is required.

On application, for those who are local residents of the civil Parish of Goudhurst, no fee is payable in respect of a burial within 16 years of birth.

GRAVES

	Full fee	50%
Grant of Exclusive Right of Burial in an earthen grave For a period of 35 years	£1,630	£815
Interment Fee The fee does not include digging	£502	£251
Approval for Memorial Headstones and Inscriptions Please see the Goudhurst Burial Authority Regulations	£316	£158
Approval for an additional inscription	£316	£158

CREMATED REMAINS

Grant of Exclusive Right of Burial in the ashes section For a period of 35 years	£1,294	£647
Interment Fee (Maximum of 2 interments per plot) The fee does not include digging	£502	£251
Approval for Memorial Tablets and Inscriptions Please see the Goudhurst Burial Authority Regulations	£316	£158
Approval for an additional inscription	£316	£158

BURIAL GRANTS – CHANGE OF OWNERSHIP

Registration of Change of Ownership of Graves and Ashes Plots	£57	N/A
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MEMORIAL BENCHES

Approval for the introduction of a memorial bench	£57	N/A
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Payment by BACS to Goudhurst Parish Council: Sort: 60-83-01 Account 20410308

Katrina Hoyle

Clerk to Goudhurst Parish Council

01580 212552

clerk@goudhurst-pc.gov.uk

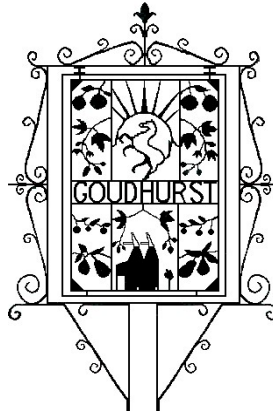
Goudhurst Parish Council

Chairman of the Council

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Regulations and Fees relating to the management of Goudhurst Burial Grounds

Adopted by Goudhurst Burial Authority

Goudhurst Parish Council is the statutory Burial Authority for the civil Parish of Goudhurst and has adopted these Regulations in accordance with the powers given to it by the Local Authorities Cemeteries Order 1977.

Interments

1. *Giving Notice.* At least ten working days' notice of any proposed interment is to be given to the Clerk to Goudhurst Parish Council (The Clerk). For all interments, applications must be via a Funeral Director.
2. *Ownership.* A Grant of Exclusive Right of Burial must be purchased or proven before an interment will be authorised.
3. *Notice of Interment and Fees.* Before permission for interment will be granted, a fully completed Notice of Interment form and all fees and charges due to Goudhurst Parish Council must be received and accepted by the Clerk. Only the holder of a Grant of Exclusive Right of Burial may issue burial instructions by signing and returning the Notice of Interment.
4. *The Registrar's Certificate for Burial,* the Certificate of Cremation or the Coroner's Order for Burial (as applicable) must be received by the Clerk before permission for interment will be granted.
5. *Permitted times for interments.* No burial can take place before 10 am nor after sunset, nor on a Sunday, Christmas Day or Good Friday without special permission.
6. *The selection of the place of interment* is in all cases subject to the approval of the Burial Authority but the wishes of the parties will be met so far as may be deemed practicable.
7. *Burial in a grave.* Only the holder of a Grant of Exclusive Right of Burial may issue instructions relating to any interment in the relevant grave by completing and returning the Notice of Internment form to the Clerk.

Graves shall be dug to a maximum of 275 cm by 122 cm. Only wooden coffins to a maximum size of 198 cm x 66cm are permitted. Lead lined or large American style coffins are not permitted.

No grave shall be of a depth of less than 152 cm, or in the case of the interment of a child under six years, 122 cm. A maximum of two wooden coffins may be interred in a standard grave space.

No grave may be used for the interment of ashes unless a burial has already taken place in the grave. A maximum of six ashes may be interred on a single grave plot.

8. *Earth on newly dug graves.* No raised ground will be permitted on any grave, except when settlement is taking place for up to 18 months after an interment. It is the responsibility of the holder of the Exclusive Right of Burial to allow a newly closed grave to settle naturally to become level with the surrounding turf. It is also the responsibility of the holder of the Exclusive Right of Burial of a grave to ensure it is neatly turfed or re-turfed as necessary. The Clerk can provide guidance.
9. *Items on Graves.* The area on the west side of the Burial Grounds (on the right-hand side of the central driveway going down the slope) is designated as a lawn cemetery. The only ornamentation permitted on these graves is a headstone. Trees, shrubs and other planted items, kerbing, wire netting, fencing, stones/gravel or kerb stones, toys, windmills, **artificial plants and tributes**, containers of drink and similar are not permitted. The Burial Authority reserves the right to remove any such items without notice.

To minimise the negative environmental impact, only fresh floral tributes may be placed, but not planted, close to the relevant memorial. Floral tributes should be placed without any plastic or cellophane wrapping.

For the safety of grounds maintenance contractors and the general public, no glass containers are allowed on graves or ashes plots.

10. *Interment of ashes.* Only the holder of a Grant of Exclusive Right of Burial may issue instructions relating to an interment in the relevant ashes plot by completing and returning the Notice of Internment form to the Clerk.

Cremated remains for interment must be placed in a wooden or biodegradable container or interred loose at a depth of not less than 60 cm. The scattering of cremated remains over the ground is not permitted. A maximum of two separate ashes interments shall be permitted in each purchased space in the ashes sections.

Ashes may be interred in an earthen grave if space permits, subject to the permission of The Burial Authority. However, the holder of the Exclusive Right of Burial must indicate on the Notice of Interment form, precisely where in the grave the ashes container will be interred.

11. *Metal objects.* No metal objects of any kind are permitted below ground level in graves or ashes plots without prior permission.
12. *Grave Diggers.* Only grave diggers appointed by the Burial Authority are authorised to dig graves or ashes plots.

13. *Transfer of Ownership.* Holders of a Grant of Exclusive Right of Burial may transfer the rights to someone else by completing a form of assignment and paying the relevant fee. If the holder is deceased the right of transfer will need to be proven.

Memorials

14. *Memorials.* Only the holder of a Grant of Exclusive Right of Burial may apply for permission to introduce a memorial or amend a memorial at the relevant grave or ashes plot.

Applications should be submitted to the Clerk on the Memorial Application form for approval by the Burial Authority. No Memorial should be introduced into the Burial Grounds without prior approval from the Burial Authority and until the relevant fee has been paid. The Burial Authority reserves the right to remove any Memorial for which permission has not been granted or an approval fee paid.

A minimum of twelve calendar months must have passed from date of interment to date of memorial installation for full burials.

Amendments to memorials also require prior approval.

On graves a memorial headstone, a cross or a plain wooden cross will be permitted.

A small inscription plaque may, subject to these Regulations, be attached to a wooden cross.

No headstone, cross or plain wooden cross when erected shall exceed 75 cm in height, or 60 cm in width. New or replacement memorials at graves in the lawn area may not be installed flat on the ground.

Photo plaques on Memorials are not permitted.

Memorial tablets in the ashes section shall not exceed 46cm x 23cm and must be laid in the gravel to leave the tablet proud by 3 cm all round.

The Burial Authority will not approve applications for new memorials or additional inscriptions on existing memorials unless the remains of the deceased person have been interred in the relevant grave or ashes plot.

Only Monumental Masons on the British Register of Accredited Memorial Masons (BRAMM) or those on the Register of Qualified Memorial Fixers (RQMF) are authorised to introduce memorials at Goudhurst. The Clerk can provide guidance on registered masons.

15. *Ongoing Responsibility.* Owners of memorials, ashes plots and graves shall keep them in good and safe condition. Please see paragraph 9.

The Burial Authority reserves the right to carry out memorial safety testing on any memorials placed in the Burial Grounds. In the event that the Burial Authority reasonably considers that any memorial has become unsafe, it reserves the right to lay down or remove a memorial after making all reasonable efforts to contact the owner. The Burial Authority may take any action it sees fit to repair and tidy any grave that has fallen into disrepair, with the cost being charged to the holder of the Exclusive Right of Burial.

16. *Memorial Benches.* There is only limited space available on Goudhurst Parish Council land for memorial benches. For further details, please contact the Clerk. To maintain standards, we only consider approval of an application for the installation of a bench made by Memorial Benches UK of Ticehurst. The owner of a new bench will be responsible for the cost of its installation to match existing benches and for the ongoing maintenance.

Goudhurst Parish Council reserves the right to remove any bench that is not maintained in good condition.

An administration fee for granting approval for the installation of a memorial bench on Parish Council land is due to the Burial Authority.

17. *Insurance.* The Burial Authority strongly recommends that grave owners take out insurance to cover damage to their memorials and benches.
18. These Regulations may be varied or waived at the sole discretion of the Burial Authority.

Terms of reference for the Finance Committee

1. Authority

The Finance Committee is an advisory committee with no delegated executive powers and appointed by and solely responsible to the Parish Council. The Committee duties are defined and agreed by the Parish Council. The Committee will meet at least twice every year and be convened to deal with events as they occur, providing its written recommendations to the Parish Council.

2. Membership

All members of the Committee will be elected Councillors. The Committee will consist of no fewer than three elected Councillors. At its first meeting it will elect a Chair to preside at its future meetings, to be re-elected each year after the Annual General Parish Council Meeting. A quorum at the Committee's meetings will consist of no fewer than three elected members. The Parish Clerk/Responsible Financial Officer may attend all Committee meetings that do not relate to this person's terms of service and may be requested to record the minutes.

3. Record of Proceedings

Written minutes will be taken to record the Committee's decisions and will be circulated to all Councillors with recommendations for the next Full Council meeting. The Parish Clerk/Responsible Financial Officer will be responsible for arranging the distribution of the minutes.

Clear and concise formal resolutions are required at all times to avoid ambiguity in the minutes and to ensure that the intention of the resolution is conveyed to the members of the Parish Council for them to vote on.

4. Responsibilities

Primary Purpose of the Finance Committee is to advise on the management of the Council's financial resources and to debate and recommend strategy and action on policy and operational matters concerned with Council's finances, property, resources, land and manpower.

The Clerk/Responsible Financial Officer (RFO) is responsible for the proper administration of the Parish Council's financial affairs and is responsible for the maintenance of any documents and records necessary for the effective fulfilment of the Committee's duties as listed below.

The Finance Committee will have the following specific advisory duties that will enable the Parish Council: -

- a) To prepare recurrent and exceptional budgets and recommend precepts for approval.
- b) To ensure adequate financial controls are in place to utilise and protect the Council's finances and assets – to include insurance of buildings and property and maintenance of asset register.

- c) To review and amend the Council's Financial Regulations annually according to NALC Guidelines and to ensure that the Council is observing the regulations
- d) To monitor and effect compliance with laid down internal and external audit and other financial procedures, regulations and statutes.
- e) To monitor and where appropriate recommend purchase of all capital items according to the defined procurement procedure of the Regulations.
- f) To monitor and review performance against budget.
- g) To make provision for future agreed capital projects.
- h) To review and apply an active policy for the best use and upkeep of the Council's property and resources.
- i) To monitor and review all matters relating to the Council's staff levels, emoluments and conditions of service.
- j) To review Council Fees and Charges for services and rentals on a regular basis (at least annually) to support and improve revenue generation.
- k) To monitor the Council's financial risk assessments and recommend changes where necessary.
- l) To establish and effect a clear policy for grant aid administration and to authorise grants within the agreed grant budget and in accordance with the grant policy.
- m) To access available grant resources and fund-matching opportunities for application to projects adopted by the Parish Council for future development.

Goudhurst Parish Council
Biodiversity and Sustainability Policy

Adopted:

Review Date:

1. Introduction

Goudhurst Parish Council recognises the critical importance of protecting and enhancing biodiversity, and of promoting sustainability in all its activities. We are committed to taking meaningful action to conserve the natural environment, reduce our ecological footprint, and support our community in becoming more resilient to climate and ecological challenges.

2. Purpose

This policy sets out the Parish Council's approach to:

- Conserving and enhancing biodiversity within the parish
- Promoting sustainable practices in council operations and decisions
- Supporting and engaging the community on environmental issues

3. Legal and Strategic Context

This policy aligns with national and local legislation and strategies, including:

- The Environment Act 2021
- The Climate Change Act 2008
- The UK Biodiversity Action Plan
- Local Authority Biodiversity and Climate Emergency Declarations
- National Planning Policy Framework (NPPF)

4. Policy Commitments

4.1 Biodiversity

The Parish Council will:

- Protect and enhance habitats on parish-owned or managed land

- Integrate biodiversity considerations into all planning responses
- Avoid the use of harmful pesticides and herbicides on parish land
- Support tree planting, rewilding, and pollinator-friendly planting schemes
- Collaborate with local conservation groups, schools, and residents
- Maintain green corridors and promote native species in landscaping

4.2 Sustainability

The Parish Council will:

- Reduce carbon emissions from its activities (e.g., meetings, procurement, energy use)
- Prioritise low-impact, sustainable procurement practices
- Promote local recycling, circular economy initiatives, and community reuse schemes
- Encourage sustainable transport (e.g., cycling, walking, electric vehicle use)
- Promote energy conservation and renewable energy use in the parish
- Assess the environmental impact of new projects and decisions

5. Community Engagement

The Parish Council will:

- Raise awareness about biodiversity and sustainability through parish communications
- Support environmental education and events for local schools and groups
- Encourage local residents and businesses to adopt sustainable practices
- Work with neighbouring councils and organisations to share good practice

6. Monitoring and Review

- The Parish Council will nominate a councillor or working group to oversee biodiversity and sustainability actions.
- Progress will be reviewed annually and reported at the Annual Parish Meeting.

- This policy will be reviewed at least every two years or in line with significant legislative changes.

7. Resources and Partnerships

- Where possible, the Council will seek external funding and partnerships to support environmental projects.
- The Council will engage with local authorities, environmental charities, and community groups to amplify its impact.

8. Declaration

Goudhurst Parish Council adopts this policy as a demonstration of its commitment to environmental stewardship and calls upon all residents, local organisations, and stakeholders to support and contribute to a sustainable, nature-friendly parish.

Goudhurst Parish Council



BURIAL AUTHORITY

Minutes of a Meeting held on 17th June at 6pm in the Parish Council Office

Members of the Committee met at 5.15pm at the Burial Ground for an inspection

PARTICIPANTS

Councillors Present: Cllrs Phil Kirkby, Geoff Mason and Caroline Richards (Chairman), Peter Rolington, Paul Wareham

Officers Present: Panetta Horn, Deputy Clerk

APOLOGIES

162/25 Were received from Cllr Ed Read -Cutting

DISCLOSURES OF INTEREST

163/25 There were none.

MINUTES OF THE LAST MEETING

164/25 It was **resolved** to approve the minutes of the Burial Authority Meeting held on 18th March 2025 as a correct record.

REVIEW OF BURIAL FEES

165/25 It was agreed to propose an increase in burial fees of 3.5 % in line with the National consumer index.

MAINTENANCE

166/25 It was agreed that the gates to St Mary's need to be removed and the Deputy Clerk is to advise the Reverend. It was also agreed that the gates to the Victorian Cemetery need replacing. The Deputy clerk is to obtain quotes. The possibility of reusing the existing ironwork is also to be investigated.

167/25 It was agreed that the Deputy Clerk will liaise with the Contractor to ensure:

- that the growth in the church wall is removed
- that the bushes beside the steps to back lane are cut back
- that the brambles and ivy in the yew trees are removed
- the cutting of grass in the Victorian level is left at a higher level.

168/25 It was also agreed that the frequency of weed spraying on the ashes be determined to enable the Burial Authority to compare the cost of weed spraying and hand pulling.

169/25 It was agreed quotes will be obtained to have dangerous headstones laid down and deep graves ruts filled, within the Victorian Cemetery.

170/25 It was agreed that the commonwealth graves should be identified and that maintenance be requested for these graves, if necessary, from the War Grave Society.

171/25 It was resolved to approve the quote of £177.50 from the Living Forest to trim back the overhanging branches in the Coleman enclosure.

BURIAL GROUND SIGNAGE

172/25 It was agreed that quotes should be obtained for metal signage to be placed in the burial ground using the wording recommended by Cllr Richards and with reference to the Council's biodiversity policy.

MEMORIAL APPLICATIONS

173/25 The memorial application for the Denton Family was approved.

ASHES INTERMENT IN GRAVES

174/25 It was agreed that the interment of ashes in the grave plot be approved for the current applicant. It was further agreed to update burial regulations to clarify that ashes can only be interred in burial plots if the grave is already in use and that the Deputy Clerk will write to lessees of plots where there may be an intention to place cremated remains in unused graves in the future. The amended regulations to be included in the July Full Council agenda for adoption.

RIGHTS OF BURIAL AUTHORITY

175/25 A document detailing rights and obligations of the Burial Authority was circulated and it was noted that the Victorian Cemetery may be suitable for the interment of ashes alongside the path. A proposal for a project to repair the pathway and in the Victorian cemetery and install memorial kerbstones in the Burial ground will be drawn and costed for inclusion in the 2025/26 budget.

DATE OF THE NEXT MEETING

176/25 Next meeting Tuesday 16th September 6.00pm in the Council Office.

Panetta Horn

17th June 2025

Deputy Clerk

Goudhurst Burial Fees

These charges apply from 01 August 2025 and are valid to 31 March 2026

Goudhurst Parish Council is the statutory Burial Authority for the civil Parish of Goudhurst and has adopted these Regulations in accordance with the powers given to it by the Local Authorities Cemeteries Order 1977.

At the discretion of the Goudhurst Burial Authority, a 50% discount will be applied to these fees if the deceased was a parishioner at the time of their death. Evidence of residency is required.

On application, for those who are local residents of the civil Parish of Goudhurst, no fee is payable in respect of a burial within 16 years of birth.

GRAVES

	Full fee	50%
Grant of Exclusive Right of Burial in an earthen grave For a period of 35 years	£1,630	£815
Interment Fee The fee does not include digging	£502	£251
Approval for Memorial Headstones and Inscriptions Please see the Goudhurst Burial Authority Regulations	£316	£158
Approval for an additional inscription	£316	£158

CREMATED REMAINS

Grant of Exclusive Right of Burial in the ashes section For a period of 35 years	£1,294	£647
Interment Fee (Maximum of 2 interments per plot) The fee does not include digging	£502	£251
Approval for Memorial Tablets and Inscriptions Please see the Goudhurst Burial Authority Regulations	£316	£158
Approval for an additional inscription	£316	£158

BURIAL GRANTS – CHANGE OF OWNERSHIP

Registration of Change of Ownership of Graves and Ashes Plots	£57	N/A
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MEMORIAL BENCHES

Approval for the introduction of a memorial bench	£57	N/A
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Payment by BACS to Goudhurst Parish Council: Sort: 60-83-01 Account 20410308

Katrina Hoyle

Clerk to Goudhurst Parish Council

01580 212552

clerk@goudhurst-pc.gov.uk

Goudhurst Parish Council

FINANCE COMMITTEE

Draft minutes of a meeting held on 17th June at 7.00pm
at 3 Fountain House.

PARTICIPANTS

Councillors Present: Cllrs Craig Broom, Peter Rolington (chair) Phil Kirkby, Geoff Mason, Caroline Richards, Antony Harris

Officers Present: P. Horn – Deputy Clerk

APOLOGIES

177/25 There were none

DISCLOSURE OF INTEREST

178/25 There were none.

MINUTES OF THE LAST MEETING

179/25 It was **resolved** that the minutes of the Finance Committee meeting held on 20th May 2025, and previously distributed to members, be accepted as a correct record.

TERMS OF REFERENCE FOR FINANCE COMMITTEE

180/25 The revised Terms of Reference as submitted by Cllr Rolington were accepted with the addition of one point; that the Committee will monitor performance against budget. They will be taken to the next meeting of Full Council for acceptance.

REVIEW OF THE PROJECT BUDGET AND PLANNED BUDGETS FOR 2025-26

181/25 It was noted that £30,000 of the £55,000 project budget has been spent. £16,000 will be offset by section 106 money, 50% of which will be received within this year's budget. It was noted that a further funding will be received from section 106 for the Larkins Rise playground project, the planning and costing of which will commence shortly.

182/25 It was noted that costing for the Fencing around the play area and CCTV upgrade are being obtained and these will be the next projects, alongside Lurkins Rise to be given priority within the project budget.

- 183/25 It was noted that projects for Burials and CCTV will be costed and submitted for inclusion in the 2026-27 budget.

GRANT APPLICATIONS

- 184/25 The grant application by GK church for the church room decking was rejected. It was felt that that the slippery issue could have been better resolved by a covering or regular maintenance with a solution and that there was no plan to ensure the new surface would not also become slippery over time.

ANY OTHER BUSINESS

- 185/25 The committee asked for a full impact statement on the Salary budget following qualification by all staff as Cilca. The RFO is to provide this for the next meeting and inclusion in the 2026/27 staffing budget.
- 186/25 The CCTV wiring at the village hall needs some attention and it was agreed that this should be addressed whilst the scaffolding is in place. Amenities are to be advised to proceed and inform the RFO of costs.

NEXT MEETING

- 187/25 It was **agreed** for the next meeting to on Tuesday 16th September at 6.45pm at 6.45 at the Council offices.

Minutes taken by:

Panetta Horn

Deputy Clerk

Goudhurst Parish Council



HIGHWAYS COMMITTEE WITH PUBLIC TRANSPORT

Minutes of a Meeting held 24th June 2025 in Goudhurst Village Hall

During the 7pm an open public forum took place

PARTICIPANTS

Councillors Present: Cllrs Craig Broom, Alison Webster, Antony Harris

Officers Present: Clerk. Kat Hoyle

Others Present: 2 members of the public and Cllr Claudine Russell

Numbers tbc

TO ELECT A CHAIRMAN

/25 Cllr Paul Wareham was unanimously elected as Chairman. Cllr Craig Broom was thanked for his work previously on the committee

/25 It was agreed to add to elect a Vice at the next meeting

APOLOGIES FOR ABSENCE

/25 Cllr Paul Wareham due to medical appointment and Cllr Peter Rolington for being away. Cllr Suzie Kember due to work commitments.

DISCLOSURES OF INTEREST

/25 There were none.

MINUTES OF THE LAST MEETING

/25 It was **resolved** to approve the minutes of the committee meeting held on 28th January 2025 a copy of which was made available to members prior to the meeting via Board Intelligence.

TERMS OF REFERENCE

/25 It was **agreed** for an amendment to be made to the Terms of Reference which Cllr Antony Harris will draft.

KENT COUNTY COUNCILLOR

/25 Cllr Claudine Russell updated the Committee on the traffic light survey and the continuing feedback from the community. The feedback showed that the public were in favour, but the businesses expressed concern given the drop in footfall and trade. It was noted, the Parish Council requested to be consulted and to appreciate the opportunity to speak through the options, given their knowledge of the history .

HIGHWAYS IMPROVEMENT PLAN

/25 An update from the HIP was received. It was agreed for the Clerk to reply to the questions and update the contact information and return to KCC.

NORTH ROAD, SUMMER HILL AND WINCHET HILL PROPOSALS

/25 It was agreed for the suggestions and proposed upgrades to signage be submitted, as shared in the meeting pack, to be submitted to KCC.

TAG A262 /25

/25 A representative updated the Committee the group were conducting speed surveys along the A262, after the latest update from KCC. It was agreed for the Clerk to ask for the speed survey collection to be requested as part of the HIP and for the representative to submit preferred location spots.

THE A21.

/25 There was none

TRAFFIC ISSUES RAISED BY RESIDENTS

/25 It was agreed for the SID to be relocated in Kilndown by the Village Hall. Action: Clerk to organise.

ITEMS FOR INFORMATION

/25 It was noted the increase lack of hedge cutting on busy roads. It was encouraged to report all over grown hedges via the Kent County Council online portal.

/25 It was noted a resident requested information about road adoption via social media, which was sent.

/25 It was noted the Inceptor by the village pond had still not been cleaned, but was due to be done in the next few weeks. The Clerk will investigate the potential asset transfer from Kent County Council.

DATE OF THE NEXT MEETING

/25 The Date of next meeting is Tuesday 23rd September in the Church Rooms official start 7.30

The meeting closed at 21.04

Kat
Kat Hoyle
Clerk
24th

Highway Improvements Team working in Partnership with Goudhurst Parish Council

Highway Improvement Plan (HIP)

Please read before completing:

- Your HIP is for new initiatives/measures/schemes in your community – it is NOT to be used as a maintenance log, as these MUST be logged using the online reporting tool via this link <https://www.kent.gov.uk/roads-and-travel/report-a-problem>
- Highway Improvement Plans will only be accepted if they are in this prescribed template format. PLEASE DO NOT ALTER IN ANY WAY.
- KCC is unable to guarantee that all your requests will be deliverable, but your Community Engagement Officer will advise this once they have been fully assessed/investigated.

HIP Version	Submitted by (Name)	HIP Submission Date	Record Of Meeting Dates with KCC Virtual or Face to Face	County Member	
2	Kat Hoyle	28.01.25	09.09.24 (virtual) 28.01.25 (virtual)	Claudine Russell	
Are you an active member of the Speed Watch Scheme?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Are you an active member of the Lorry Watch Scheme?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Name of HIP Representative	Craig Broom (Chair of Highways Committee)	Contact Telephone Number	01580 211316	Email Address	craig.broom@goudhurst-pc.gov.uk
Name of Clerk	Kat Hoyle	Contact Telephone Number	01580 212552	Email Address	clerk@goudhurst-pc.gov.uk
Name of Chair	Phil Kirkby	Contact Telephone Number	01580 211329	Email Address	Phil.kirkby@goudhurst.pc.gov.uk
KCC Project Manager Team	West Kent Community Engagement Team	Contact Telephone Number	03000 418181	Email Address	west.highwayimprovements@kent.gov.uk

Highway Improvements Team working in Partnership with Goudhurst Parish Council

Highway Improvement Plan (HIP)

Live Priorities Record

Priority	Location	Has this issue been raised previously?	Problem/Concern	What are your objectives/ what options would you like KCC to consider?	KCC Comments
Please prioritise issues in the order of most importance	Please be as specific as possible	Y/N	Please provide details of any evidence that you have	Please refer to the Highway Information Pack. Whilst we will investigate specific requests, it is essential to be clear on what the problem is that is trying to be resolved so that we can work with you to ascertain the most suitable solution	This column is to be completed by the Community Engagement Officer ONLY
1.	North Road S bend (Winchet Hill)		Safety improvements to the road, to reduce the number of crashes	Additional signage, highlighting the risks of "Accident Hot Spot" or similar .	<p>NR – 19/9/24 3 x ATC surveys ordered for this stretch of road. Results to be reviewed with P&A 7/10/24</p> <p>NR- 7/10/24 ATC in situ 10/10/24</p> <p>NR-25/10/24 ATC survey results:</p> <p>B2079 Winchet Hill Av speeds East 38.3mph 85th%ile 43.9mph. West 37.1mph 85th%ile 42.2mph</p> <p>Update 09.06.25 – ET contacted the Parish Council via email to confirm the ask, and outline what may be possible here following a meeting with the Principal Engineer (Planning & Advice). Awaiting confirmation from the Parish Council so that we can move forward accordingly.</p>
2.	North Road S bend (Summer Hill)		Safety improvements to the road, to reduce the number of crashes	Additional signage, highlighting the risks of "Accident Hot Spot" or similar .	<p>NR – 19/9/24 3 x ATC surveys ordered for this stretch of road. Results to be reviewed with P&A 7/10/24</p>

Highway Improvements Team working in Partnership with Goudhurst Parish Council

Highway Improvement Plan (HIP)

					<p>NR- 7/10/24 ATC in situ 10/10/24</p> <p>NR-25/10/24 ATC survey results:</p> <p>3rd location Summerhill Av speeds East 39.2mph 85th%ile 45.7mph West Av 40.1mph 85th%ile 45.9mph</p> <p>09.06.25 – ET contacted the Parish Council via email to confirm the ask, and outline what may be possible here following a meeting with the Principal Engineer (Planning & Advice). Awaiting confirmation from the Parish Council so that we can move forward accordingly.</p>
3.	North Road (S Bend)		Safety improvements to the road, to reduce the number of crashes	Additional signage, highlighting the risks of “Accident Hot Spot” or similar .	<p>NR- 18/9/24 The report provided by NRAG is appreciated and contains some useful information. DB of Enhanced Partnership and Infrastructures is reviewing this along with other possible improvements in this area. NR has chased for update.</p> <p>NR – 19/9/24 3 x ATC surveys ordered for this stretch of road. Results to be reviewed with P&A 7/10/24</p> <p>NR- 7/10/24 ATC in situ 10/10/24</p> <p>NR-25/10/24 ATC survey results:</p> <p>North Road Av speeds North 38.4mph 85th%ile 43.3mph South 37.3mph 85th%ile 42.2mph.</p> <p>Update 09.06.25 – ET contacted the Parish Council via email to confirm the ask, and outline what may be possible here following a meeting with the Principal Engineer (Planning & Advice). Awaiting</p>

Highway Improvements Team working in Partnership with Goudhurst Parish Council

Highway Improvement Plan (HIP)

					confirmation from the Parish Council so that we can move forward accordingly.
4.	A262 Iden Green – junction by the Peacock Inn		Crash hot spot	Analysis of the junction and general road.	09.06.25 – ET contacted the Parish Council via email to request further information as to the ask.
5.	The junction of Cranbrook Road and Chequers Road, by the Goudhurst Inn.		Traffic turning right from Chequers Road faces high risk, due to speeding, high traffic and low visibility. Several crashes and a fatality.	Junction improvements required to increase visibility, reduce speeds and reduce number of incidences	<p>NR – 12/8/24 to discuss with Planning and Advice 7/10/24</p> <p>Update 09.06.25 – ET advised the Parish Council that she believes this is under review as part of the proposed one-way scheme through Goudhurst. Not for sharing further at this stage, but ET is meeting with the Network Project Manager currently looking at this on 17 June and will update the Parish Council further after this date.</p>
6.	A262 Spelmonden to Blue Coat Ln.		<p>Accident Black Spot. History of frequent</p> <p>Injury collisions in area of several sharp bends and gradients alongside a new Housing development of 6 units, several older houses, and driveway junctions.</p>	<p>Suggest reduction of speed limit from current 40mph to 30mph.</p> <p>ATC speed survey obtained as requested - TSP14940 (28 Feb to 06 Mar 2022). Average speed eastbound and westbound 34mph.</p>	<p>NR – 19/9/24 NR to review with P&A 7/10/24</p> <p>Update 09.06.25 – ET advised the Parish Council that this section of road does not meet the DfT's criteria for a 30mph speed limit (including a village 30) due to lack of built up environment/ properties.</p> <p>There are four double bend warning signs heading southeast; one with a 'Reduce speed now' plate, one with distance plate, one yellow-backed with advisory max speed 30 plate and SLOW marking and one yellow-backed with 'Reduce speed now' plate, co-located with junction warning sign.</p> <p>Heading northwest there is one double</p>

Highway Improvements Team working in Partnership with Goudhurst Parish Council

Highway Improvement Plan (HIP)

					<p>bend warning sign; yellow-backed with advisory max speed 30 plate and SLOW marking.</p> <p>There are also 40 repeater signs and roundels throughout this section of road in both directions.</p> <p>We could review existing signage on the southeast approach; checking visibility against the vegetation and seeing if SLOW markings could be installed on the carriageway where there are none currently (must be co-located with a warning sign). Also review the need (if any) for further signage on the northwest approach).</p> <p>Parish Council to confirm if they are happy with this approach.</p>
7.	North Road/Curtisden Green Junction		A number of crashes reported recently due to increased speeding	Suggest a survey to be undertaken and next steps based on average speeds.	<p>NR – 19/9/24 3 x ATC surveys ordered for this stretch of road. Results to be reviewed with P&A 7/10/24</p> <p>NR- 7/10/24 ATC in situ 10/10/24</p> <p>NR-25/10/24 ATC survey results:</p> <p>B2079 Winchet Hill Av speeds East 38.3mph 85th%ile 43.9mph. West 37.1mph 85th%ile 42.2mph</p> <p>North Road Av speeds North 38.4mph 85th%ile 43.3mph South 37.3mph 85th%ile 42.2mph.</p> <p>3rd location Summerhill Av speeds East 39.2mph 85th%ile 45.7mph West Av 40.1mph</p>

Highway Improvements Team working in Partnership with Goudhurst Parish Council Highway Improvement Plan (HIP)

					<p>85thile 45.9mph</p> <p>Update 09.06.25 – ET advised the Parish Council that this location is being looked at under Priority 1 “North Road S bend (Winchet Hill)”. Parish Council to advise if they are happy for this priority to move to the historical priorities record as a duplicate.</p>
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Highway Improvements Team working in Partnership with Goudhurst Parish Council Highway Improvement Plan (HIP)

Historical Priorities Record (to be completed by the Community Engagement Officer ONLY)

Location	Has this issue been raised previously?	Problem/Concern	What are your objectives/ what options would you like KCC to consider?	KCC Comments
0.9 mile stretch of A262 Iden Green (area to the east of Goudhurst village extending to the village 30mph area)		Speed and frequency of traffic on road with driveway junctions for 43 residences and 17 businesses	<p>Speed limit reduction to 50mph. Verbal approval from Chris Koningen 09 Mar 2020.</p> <p>ATC speed survey obtained as requested - TSP14940 (28 Feb to 06 Mar 2022). There have been many collisions involving injury on this section including one death.</p> <p>Request to reduce speed limit as recommended in DfT 2013 Circular 'Setting Local Speed Limits'.</p>	<p><i>27.05.2021 – Speed Survey requested and ordered</i> <i>20.08.2021 – Speed Survey data shared with Parish</i></p> <p>DR CK 02/12/22 – Survey data provided by PC appears to support the reduction of the existing speed limit. DR to discuss with PC at meeting on 07/12/22 and possibly raise speed reduction review enquiry to P&A.</p> <p>DR 07/12/22 – Enquiry raised to PA to undertake speed review / feasibility study for the reduction of the speed limit. ATC survey data has been saved in The shared folder. (12408886).</p> <p><i>27.05.2021 – Speed Survey requested and ordered</i> <i>20.08.2021 – Speed Survey data shared with Parish</i></p> <p>DR CK 02/12/22 – Survey data provided by PC appears to support the reduction of the existing speed limit. DR to discuss with PC at meeting on 07/12/22 and possibly raise speed reduction review enquiry to P&A.</p> <p>DR 07/12/22 – Enquiry raised to PA to undertake speed review / feasibility study for the reduction of the speed limit. ATC survey data has been saved</p>

Highway Improvements Team working in Partnership with Goudhurst Parish Council

Highway Improvement Plan (HIP)

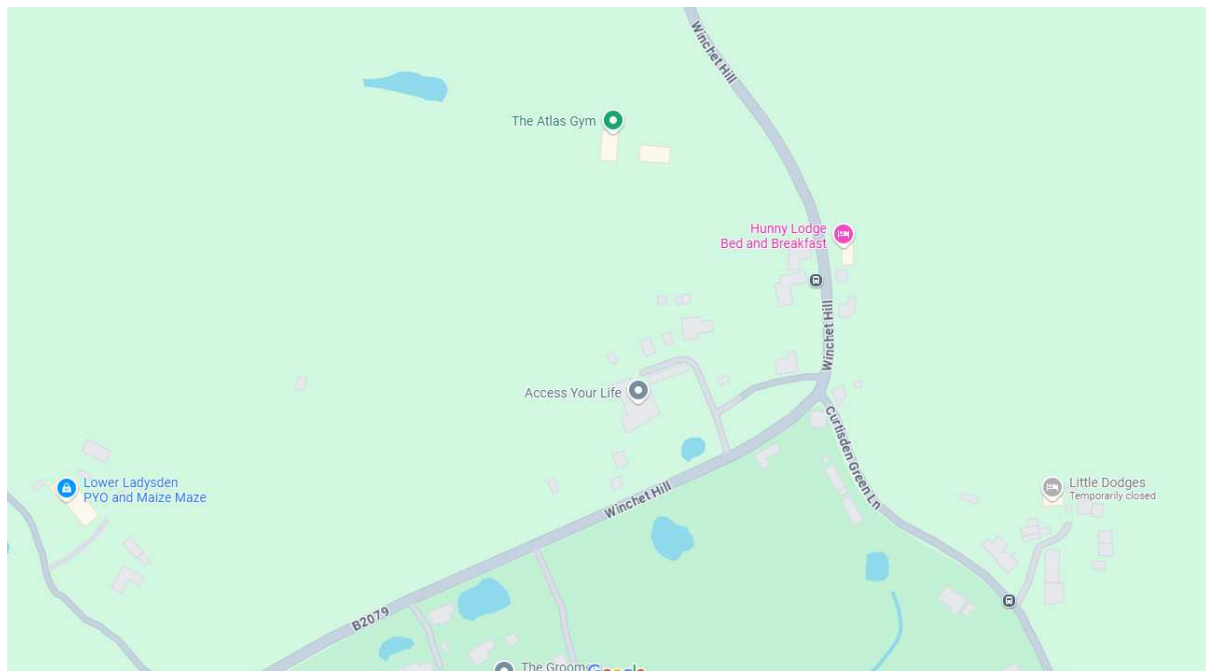
				<p>in The shared folder. (12408886).</p> <p>NR 29/11/23 - Spoke to Chris K re this one and he recalls this and advised speed needs to be self enforcing to consider a reduction notwithstanding NSL advises drivers to drive at a safe speed up to 60 whereas 50 is telling people it is safe to drive at that speed and can be seen as a target. HADMs data shows av speeds around 40mph. NR to arrange new ATC s</p> <p>NR 24/1/24 ATC results stored on file. Average speeds 85th %ile 42.7mph 44.3mph E and W respectively. This would confirm there is not a speeding problem and Chris K's comments above stand.</p> <p>NR – 12/8/24 This has been raised again by PC. At the moment we have average speeds of significantly below the NSL and below 50mph. Motorists tend to drive at a speed they are comfortable with in NSL locations. In this case around 45 mph on average. By reducing posted speed limit to 50mph we risk motorists feeling pressured to speed up to the limit. The comments made 24/1/24 still stand following referral to senior design engineer CK.</p>
A262 Cranbrook Road – (near primary School on Beaman Close.TN17 1DZ)		Residents of the 85 households on roads north of Cranbrook Rd have to cross the A262 to get to the primary school. This road carries large volumes of traffic with 85th %ile speed of 37.4 westbound and 36.5 eastbound. Parents	Permanent or p/t 20mph speed limit, or crossing, or other traffic calming method.	<p>DR CK 02/12/11 – Wig-wags were previously looked into this location and as there is no existing power supply, the cost for installation would be significantly higher as a road crossing would be required. This would also cause severe disruption as the main A268 would need to be closed and diverted, this would also increase the cost to an unachievable amount. The school is situated at the back of Beaman Close. There is no footway opposite the to cross to – discuss with</p>

Highway Improvements Team working in Partnership with Goudhurst Parish Council

Highway Improvement Plan (HIP)

		often accompanied by infant or child in push-chair etc.		PC. DR 07/12/22 – DR discussed with PC. This has been investigated previously. NR to undertake some initial checks on HADMs.
A262 Goudhurst High Street.		Frequent conflicts between pedestrians and motor vehicles. <i>'Pedestrian/vehicle shared pavements'</i> lead to pedestrians having to walk out into the road to get past parked vehicles and vehicles having to swerve onto pavements to avoid oncoming vehicles. This creates anxiety and danger for all users of the highway, shops, hotel, pub, and church.	(1) Reduce the amount of use of the shared 'pavements' by vehicles for parking (eg time limits). Possibly a trial period of the KCC and TWBC approved 2018 yellow lines plan. (2) Place warning signs about the shared status of the 'pavements'. (3) Establish a pedestrian crossing location near Antique shop to facilitate changing across to different side of road that might be less congested with parked vehicles.	DR 07/11/12 – DR discussed with parish. After taking a look into this, I have raised an enquiry for P&A to take a look into this. (12408887)

B2079 Winchet Hill (Priority 1)



Requests:

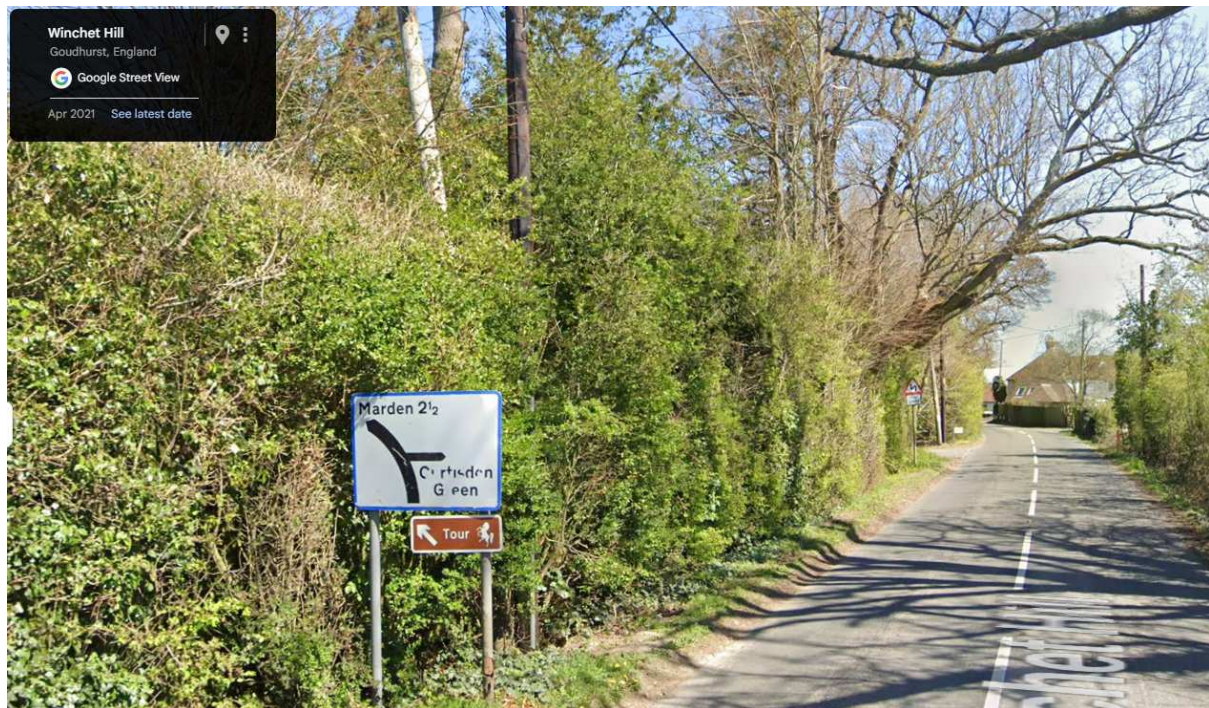
- Broken Bollards need to be illuminated – A job has been raised by KCC's Highway Asset Management Team to install new verge markers (job ref. 50089895), illuminated by the use of retroreflecting material. It is not possible to illuminate through mains power. Great, thank you very much

Comment from resident reviewer: [we] need to highlight the danger of the bend, were some kind of reflective chevrons attached to posts, on or near the bend on the RHS as you approach the top of the hill from Goudhurst. Would there be any chance of painted reflective chevrons actually on the road? Signs are great, but reflective warning signs, especially at night, might have more impact.



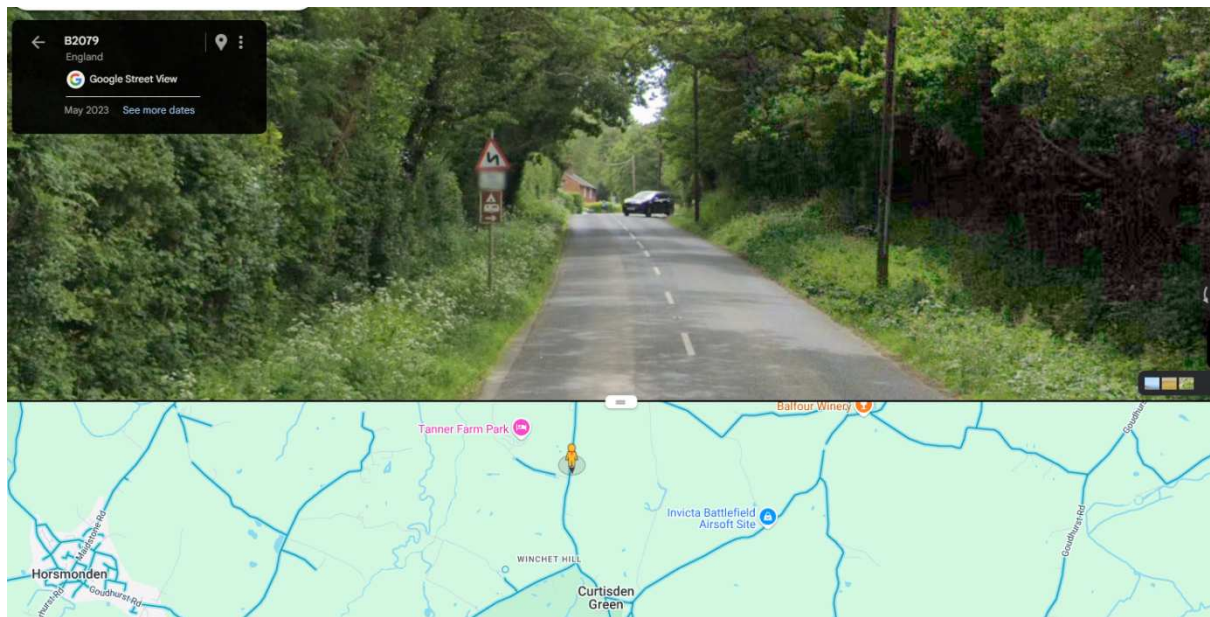
- Additional signage to warn of the sharp bend – We can look into the missing Advanced Directional Sign (ADS) (present in 2021 but not 2023 as below) which indicates a bend in the road and review the siting/visibility of the double bend warning sign (heading northeast). This may be too close to the bend and/or obscured by vegetation. Great, thanks





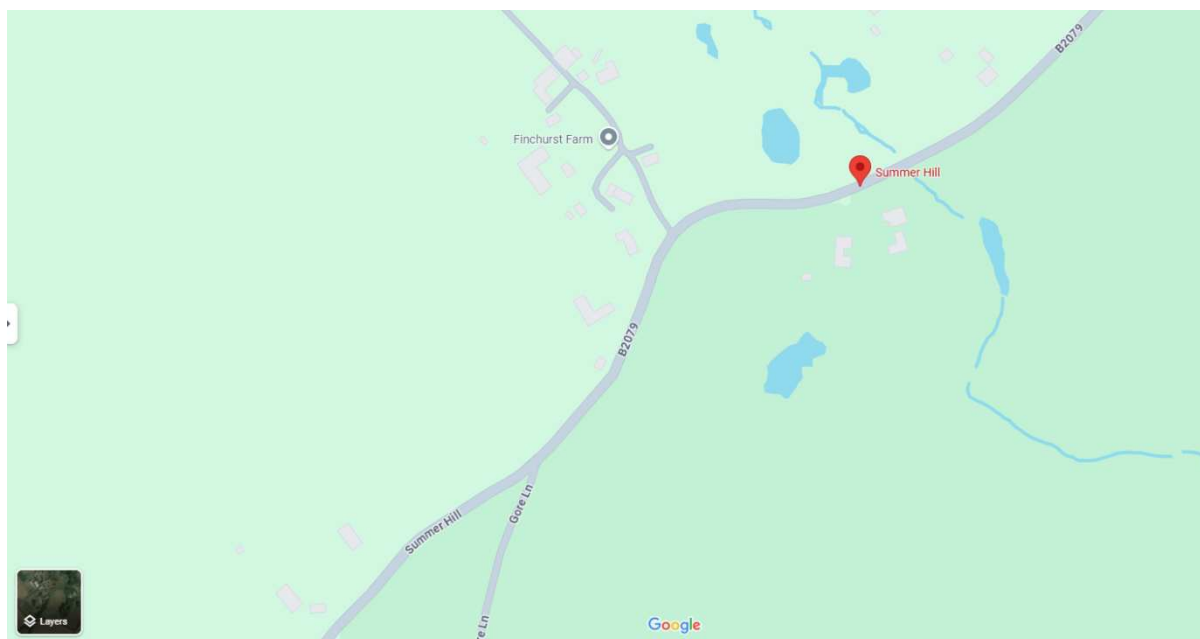
We can also, check visibility of the Advanced Directional Sign (ADS) heading southeast which indicates a bend in the road as this may be obscured by vegetation. There is a double bend warning sign on this approach but it's some distance from the bend at the junction with Curtisden Green Lane as it's a double bend warning sign (with distance plate). We can look to see if a single bend or junction on bend ahead warning sign can be installed closer to the Curtisden Green Lane junction. Great, thanks. Is it also worth adding something about Pedestrians in Road signs as many School kids walk it, due to the bus stops?





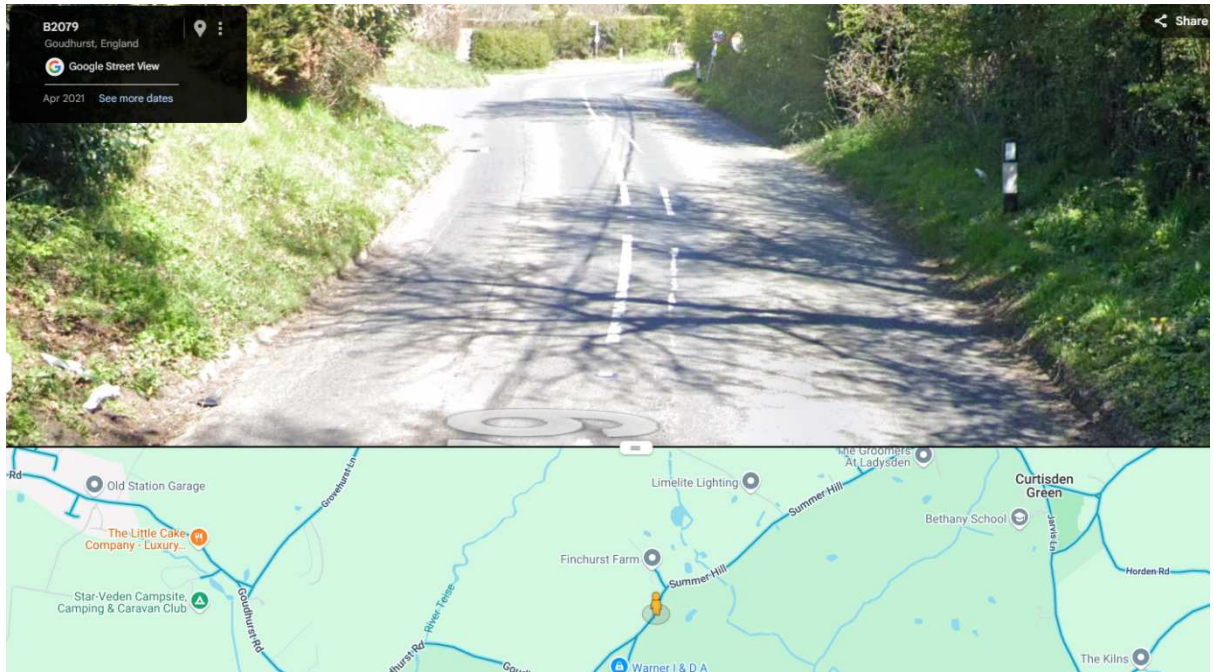
B2079 Summer Hill (priority 2)

Code: Black - KH- GPC / Blue – KCC Officer/ Red- KH – GPC Response

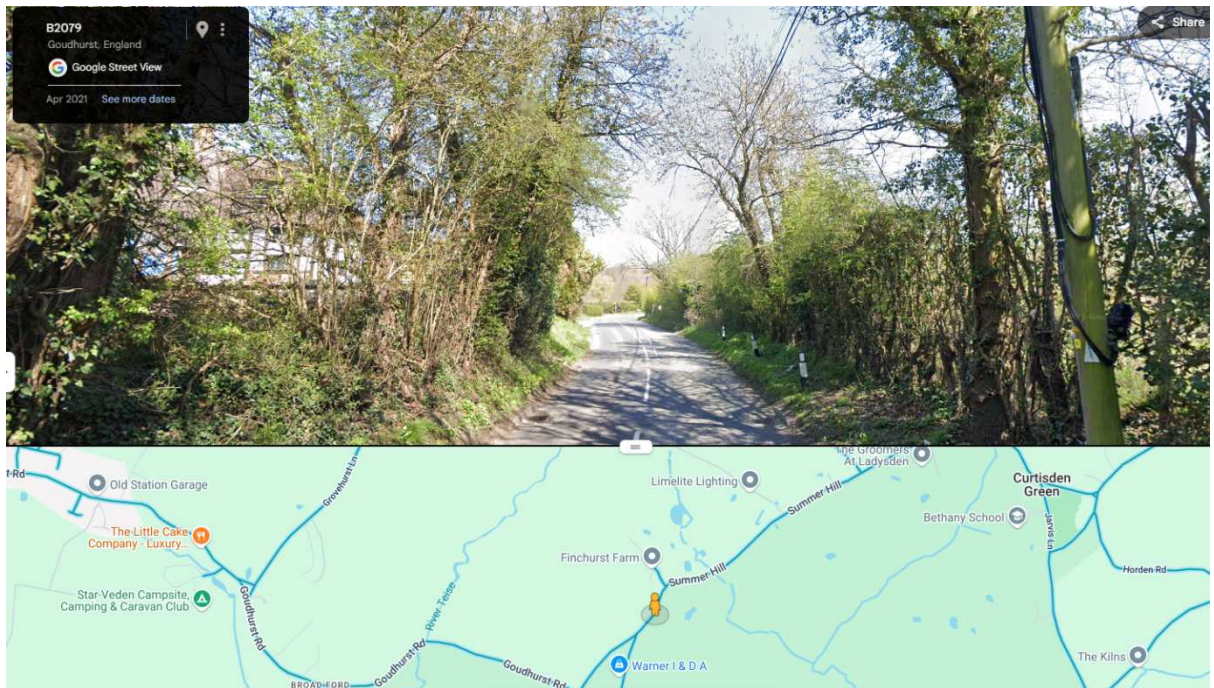


Requests:

- Painting of the white lines – if a driver were to take the outer right hand line, which is now the more prominent of the two, you approach that lower corner too wide, then have to turn sharper – We will request that Ops refreshes the correct centre line so this is the more prominent of the two.
- Request: 1] Road Painting:-- Could "SLOW" signage also be painted on road approaching Bends. I [KCC] have just heard that the lining on Summer Hill is being refreshed as part of the micro surfacing works taking place on this road from Monday this week[w/c 16th June] (I'm still waiting to hear from the Highways Asset Manager if there are any current plans for the replacement of the verge marker posts at this same location). It's not possible to install SLOW markings on the carriageway as part of this existing closure. We do generally like to co-ordinate road closures and carry out works at the same time as other teams where possible however, in this instance, SLOW markings can only be co-located with upright warning signs so we would need to install these at the same time as the proposed "pedestrian in road" warning signs and bend warning sign mentioned in the attached for this stretch of road, assuming there's verge space available for these.

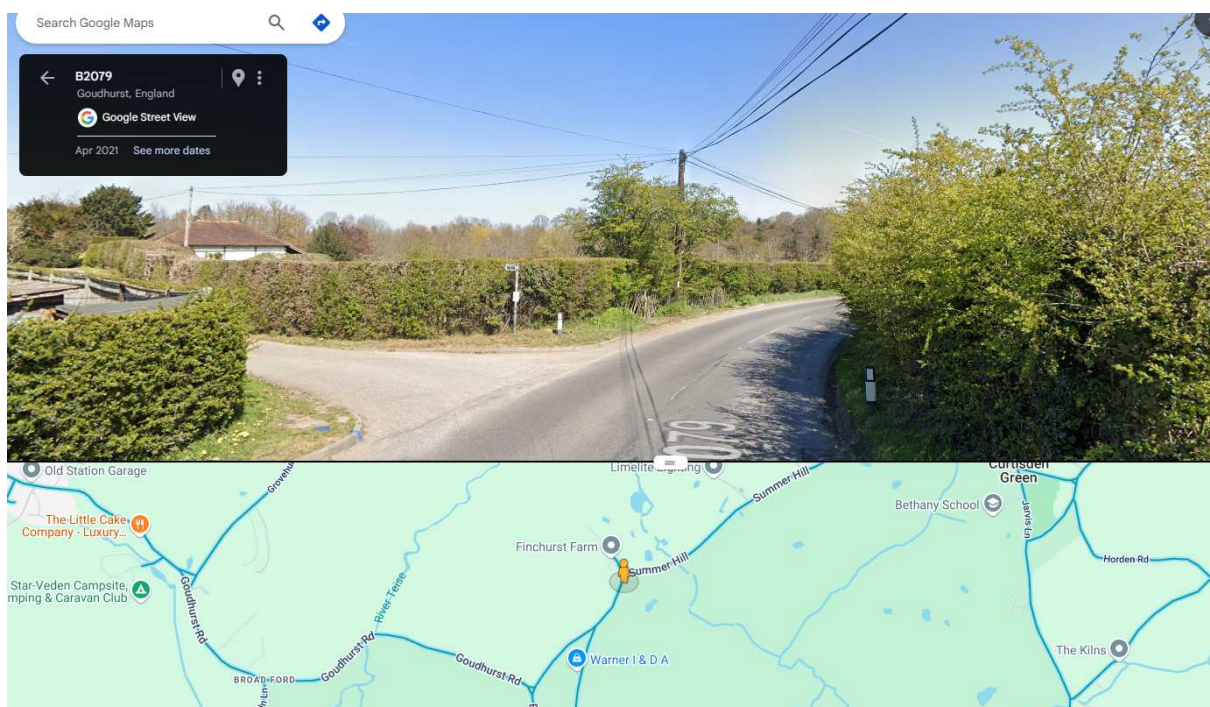


- Reflective Bollards – all the bollards in place are now faded, damaged, or missing. Install around the bend at the bottom to mark the corner. – We will check with Ops re installing new verge markers, illuminated by the use of retroreflecting material.



- Install a beware pedestrians crossing sign on the bend, near to the two public rights of way – Pedestrian crossing signs are only for use on approach to formal crossings

(i.e. zebra and signal controlled) but we could look to see if pedestrian in road signs, with distance plate, would be suitable. These could be installed on both approaches (subject to available verge) to the two PROWs



- The “Ice” sign needs to be removed, and the “slow” needs to be moved further up the road. – Unable to locate an Ice sign on this stretch of the road. Does this relate to the temporary sign placed by the Highway Asset Management Team or the Ice warning sign on Winchet Hill on the southern approach to Curtisden Green Lane? Whichever, it can certainly be removed as these signs are intended to be temporary at times of the year when ice is likely to be present. SLOW markings must be co-located with

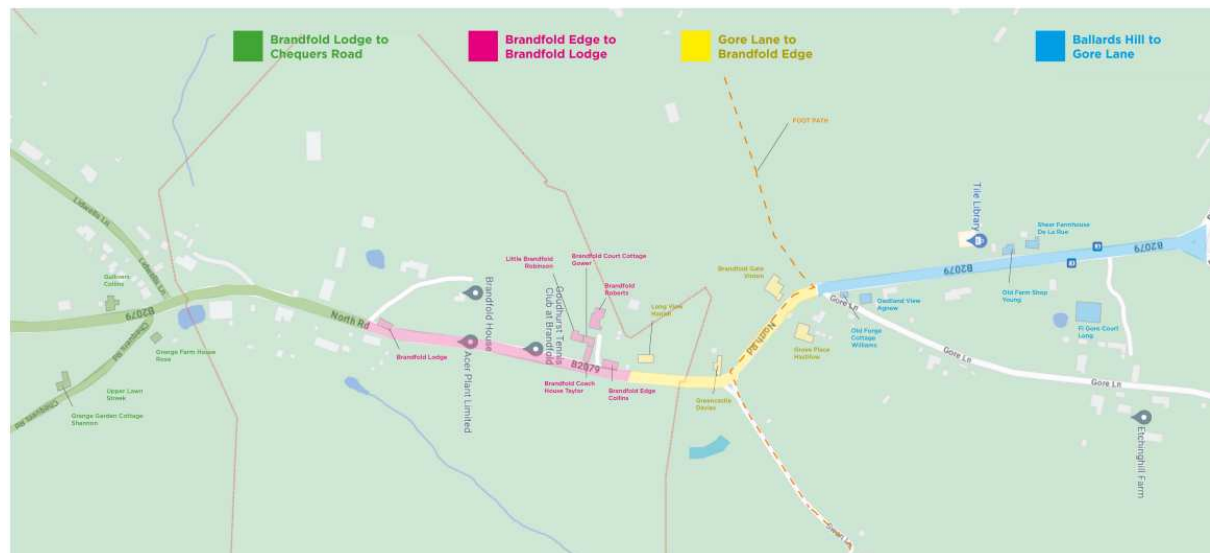
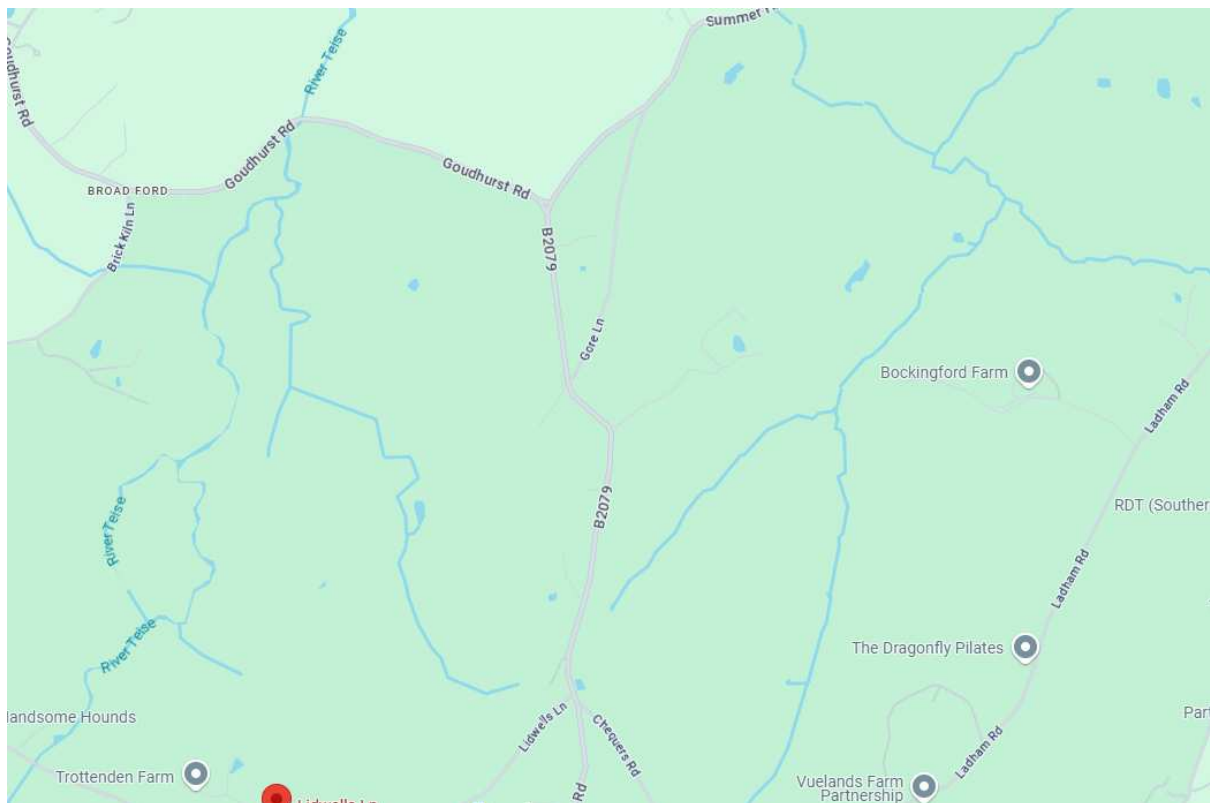
upright warning signs, but if the Parish Council can confirm the SLOW marking in question, this can be reviewed.

- Remove the 50mph sign on the bend (no longer facing the way of the traffic) and replace with a “Slow Down” or bend warning sign. – Can the Parish Council confirm if this is the location of the 50mph repeater in question? If so, we will look into its removal/re-location and possible replacement (not in the exact location as warning signs have to be a certain distance from the hazard) with a bend warning sign (possibly with ‘Reduce speed now’ plate and or SLOW marking on the carriageway). This may not be possible on the other approach (from the southwest) as there is limited verge space.



Put the at the top of the road side o

B2079 North Road (priority 3, but also the focus of the North Road Traffic Action Group (NRTAG) report)



Requests:

- Lower 40mph and 50mph speed limit throughout the section of B2079 covered by the above (from Lidwells Lane to Goudhurst Road) to 30mph reinforced with new signage and traffic calming measures. – Whilst traffic calming is not installed on B roads or unlit roads, we can review the feasibility of a village 30mph. 30mph repeaters/ roundels would then be installed (if the speed limit were to be reduced), given the lack of street lighting.

- Change junction layout at North Road and Chequers Road to force vehicles traveling south and turning on to Chequers Road to slow down. Place kerbing to create a more definite 'turn'. This is particularly appropriate for large HGVs. – I believe this junction is under review as part of the proposed one-way scheme through Goudhurst. Not for sharing further at this stage, but we are meeting with the Network Project Manager currently looking at this on 17 June so I hope to have something to share with you on this in the coming weeks.
- Reduced speed limit/better signage to warn drivers of pedestrians exiting cars and crossing for the Goudhurst Tennis Club. – As above re. speed limit. There should certainly be scope to improve the existing children and pedestrian in road warning signs on both approaches to the tennis club. There are no Department for Transport (DfT) approved signs to warn drivers of vehicles exiting from residential or business accesses.





- Reduced speed limit/better signage to warn drivers of extremely concealed entrance to Brandfold enclave. - As above re. speed limit that there are no DfT approved signs to warn drivers of concealed entrances. A land registry search would be required to confirm, but if some of the verge on one or both approaches to Brandfold Enclave is privately owned, with the land owners' permission, the Parish Council could install their own concealed entrance sign.

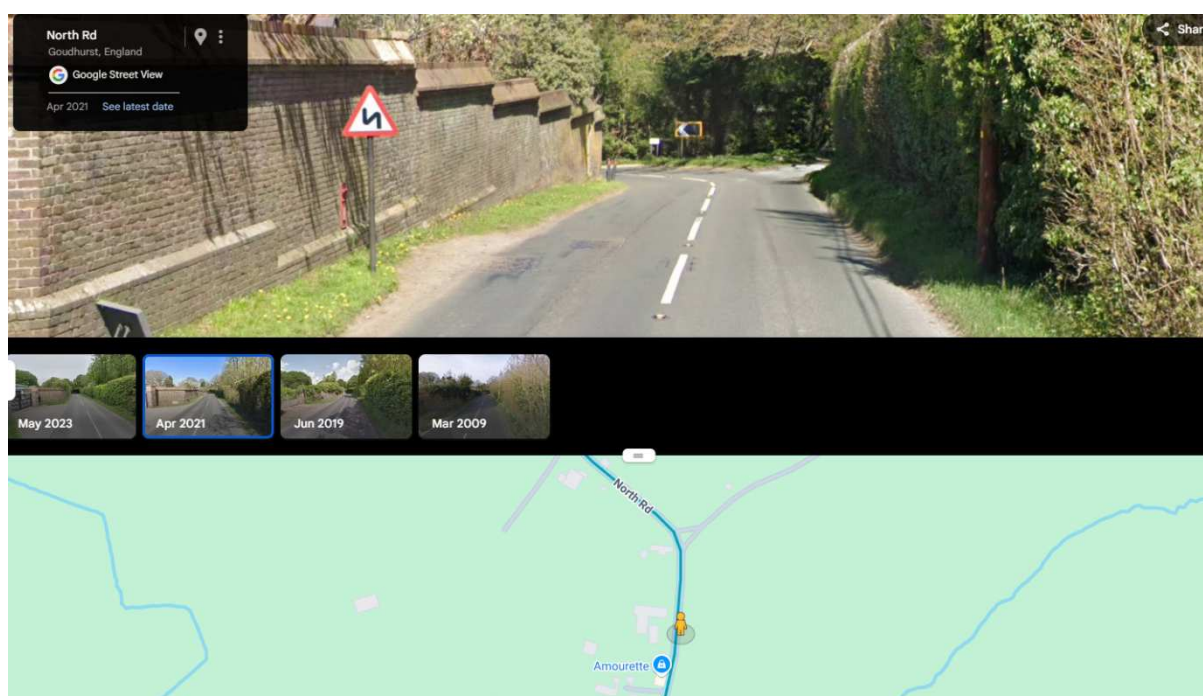


- Maximum 30mph speed limit for S bend (Chicane) between Swan and Gore Lanes. Enhanced signage to indicate sharp bends on approach from both directions. Double white (no overtaking) lines for duration of chicane and approaches. As above re. speed limit. Re. double white lines, the following extracts have been taken directly from the DfT Traffic Signs Manual – Chapter 5 – Road Markings:
 - *Where the forward visibility is less than the desirable minimum (see 3.8) it does not automatically follow that double lines should always be installed; judgement should be exercised in deciding whether, having regard to the*

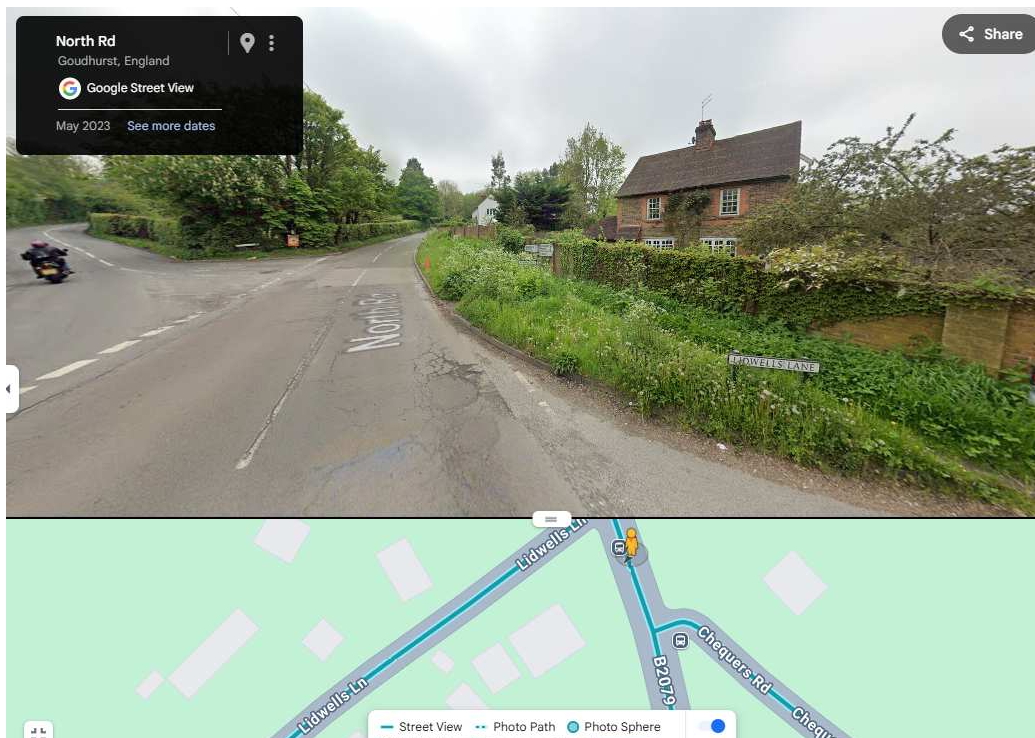
topographical and traffic characteristics of the route, it is reasonable to impose the restrictions or whether the warning type of marking should be used instead. Double white lines are in general well respected, but they impose arbitrary restrictions on some drivers – for example those who have a better view because they are seated higher above the road. It is important that the marking is not used where the appropriate criteria are not satisfied, otherwise it will be brought into disrepute and eventually lose the respect of drivers.

- The emphasis should always be on not using double lines except where they are clearly justified on these criteria, in relation to both the length in question and as part of the route as a whole.*
- As contravention of the prohibitory line is an endorsable offence and is subject to penalty points (section 36 of the Road Traffic Act 1988) (S9-8-1 and S9-8-2) the appropriate Commissioner of Police or Chief Constable should always be consulted whenever it is proposed to install new double line markings.*

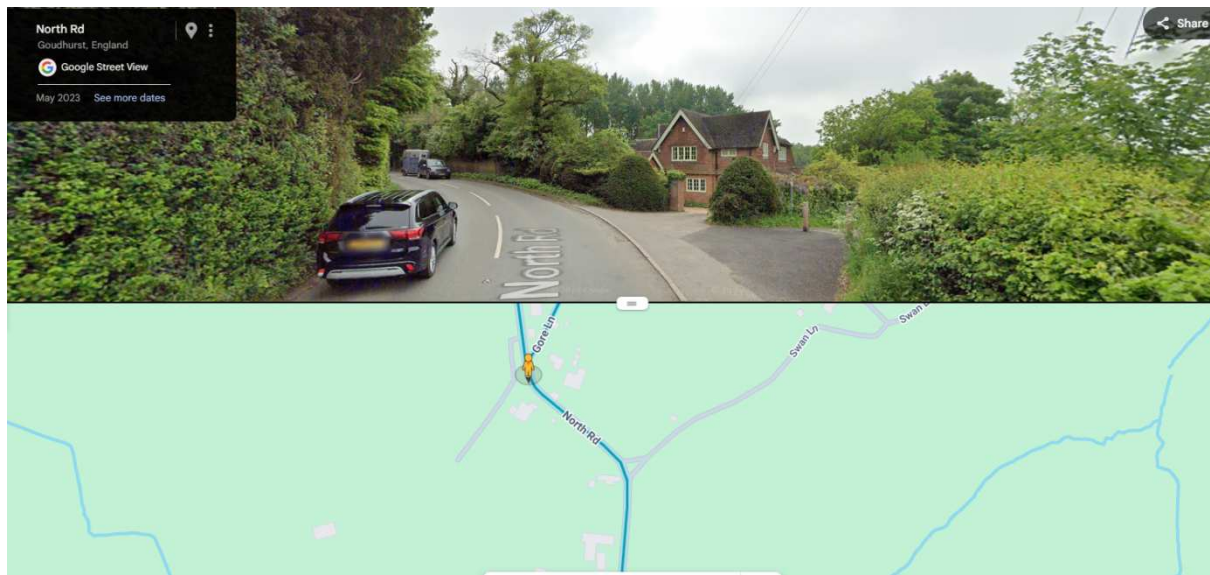
We can look to replace the double bend warning sign on the northbound approach if this is no longer there (possible new location as the previous sign looks to be too close to the bend), and install a double bend warning sign just north of Gore Lane for vehicles travelling south (subject to available verge space), co-located with a SLOW marking or 'reduce speed now' plate if deemed appropriate.



- Safer bus stop provision, with safe space for bus users either accessing or waiting. Signage to indicate school children crossing and waiting at bus stops. – Can the Parish Council confirm that these are the locations of the bus stops in question?:



- Better signage to warn pedestrians using 'Promoted Footpaths' of danger of oncoming traffic when crossing North Road – Can the Parish Council confirm that the locations of the footpaths in question are just south of Gore Lane (shown below) and along Swan Lane? So the need for 'Pedestrian in road' warning signs refers to the stretch of North Road in between the two?



Planning Decisions June 2025

Application	Address	Proposal	GPC	TWBC	Decision
24/03061/FULL	The Lodge, Old Park Wood, Goudhurst Road, Cranbrook TN17 2PD	Minor Material Amendment in relation to 24/02216/FULL - Addition of glass link between annexe & dwelling		Approved	24/06/2025
25/00944/FULL	Little Orchard Lidwells Lane Goudhurst Cranbrook Kent TN17 1EJ	Erection of a 3 car garage and workshop building.		Approved	19/06/2025
25/00755/FULL	Little Trottenden Lidwells Lane Goudhurst Cranbrook Kent TN17 1EJ	Erection of ancillary building		Refused	11/06/2025
25/00922/FULL	Bockingfold Oast Ladham Road Goudhurst Cranbrook Kent	Partial demolition of an existing outbuilding; Extension to an outbuilding with new roof and windows		Approved	06/06/2025
25/00433/LBC	Little Marlingate , Bedgebury Road, Goudhurst, TN17 2QY	Replacement windows & installation of secondary glazing		Approved	12/06/2025

Clerk's Report

Panetta has done a significant amount of work on investigating and improving the process around the burial ground. She has submitted the following update

I have located an electronic map of interments in the Victorian cemetery, which was undertaken by the history society in 2014. There were four differing numbering systems used for graves in that area and I have cross referenced this to produce a clear way of identifying the location which can now be used to digitise the records.

I have investigated extensively the position on the Victorian Cemetery and can find no evidence that it was ever closed for burial. There are approximately 30 unused plots which can be scanned to ensure there are no remains, and potentially be available for new burials. There are also a number of child plots which have not been used. There is also a wide area either side of the path which would be suitable for ashes plots.

There has been a range of dates issued on deeds, ranging from 35 years to in perpetuity. I have confirmed that any unkempt graves which were sold over 70 years ago are now in our control, which means we have the right to remove any dangerous stones or any illegible memorials. It would appear that all graves sold prior to 1950 fall into this category. In April 1966 ERB dropped to 35 years. So we have a period of graves sold between 1950 and 1966 that would require us to locate the grave owner to effect repairs. Those between 1966 and 1980 are our responsibility, however as there was a change to 100 years in November 1980 any graves since this date will require consultation. There are only a handful of burials in the Victorian Cemetery which were sold since 1950 so hopefully most work can be carried out with the need to locate owners.

We have located the military graves and will approach the military graves society for any necessary repair work.

I have additionally located a number of graves within the burial ground which were missed during the digitisation and suggest we get those added over the summer to complete the records.

The Burial regulations have also been updated to clarify the position with Grave plots being used exclusively for ashes and will contact all leasees who have purchase plots

but not yet used them will be emailed to ensure that they are aware that if they choose cremation they will not be able to use the grave plots unless it follows a burial.

I am also instigating a process of approaching funeral directors of any burials of leasees owners to ask for them to complete the transfer process to give us better contact information going forwards,

We are pricing up a project to install edging along the path in the burial ground to enable us to sell memorial plaques for those people who do not wish to have ashes interred or who no longer live in the Parish but wish to have a memorial here.

Pond

The blue treatment will continue to disperse, but it is essential for the maintenance of the pond. The inceptor and filters are scheduled to be cleaned by KCC.

Budget Process

The Clerk hopes to meet with the chairs of each committee to discuss their aspirations and budget plans this year.

Upcoming jobs

The village shelter is due to be installed at the end of July

The Pavilion in Chequers field is due to be painted with Dynamos colours