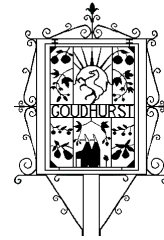


Goudhurst Parish Council

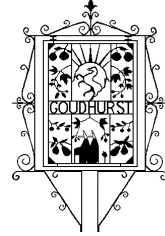


Meeting of the 10th June 2025

**MEETING
10 June 2025 19:15 BST**

**PUBLISHED
5 June 2025**

Goudhurst Parish Council



MINUTES OF THE 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 omitted 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



MINUTES OF THE ANNUAL MEETING OF GOUDHURST PARISH COUNCIL

on Tuesday 13th May 2024 at 7.00pm in Church Rooms Back Lane

Before the meeting was convened, there was public participation where an enforcement issue was raised, requesting parish support, on urgent action required.

PARTICIPANTS

Councillors present: Cllrs Craig Broom, Antony Harris (Chairman), Suzie Kember, Phil Kirkby, David Knight (Borough Councillor), Geoff Mason, Ed Read-Cutting, Caroline Richards, Paul Wareham and Alison Webster. Edward Hodgskin arrived (20.50)

Others present: Borough Councillors and Lynne Darrah. 9 members of public

Officers present: Katrina Hoyle Deputy Clerk Panetta Horn, RFO.

ELECTION OF THE CHAIRMAN

082/25 It was **resolved** to elected Phil Kirkby as Chairman of the Council.

APOLOGIES

083/25 Apologies from Edward Hodgskin for being late due to work commitments

DISCLOSURES OF INTEREST

084/25 Cllr Ed Read Cutting for being part of the Kilndown Neighbourhood Group

ELECTION OF THE VICE-CHAIRMAN

085/25 Cllr David Knight and Cllr Alison Webster were voted as Vice Chairs

COMMITTEE MEMBERSHIP

086/25 **Burial Authority.** It was **resolved** to reinstate the Burial Authority and to appoint the following members to the Burial Authority: Cllrs Ed Read Cutting, Phil Kirkby, Geoff Mason and Caroline Richards, Peter Rolington. It was **agreed** that the Burial Authority will appoint a chairman at their first meeting and review the Terms of Reference.

087/25 **Finance Committee.** It was **resolved** to reinstate the Finance Committee and appoint the following members to the committee: Cllrs Antony Harris, David Knight and Geoff Mason, Peter Rolington, Caroline Richards, Phil Kirkby. It was **agreed** that the Finance Committee will appoint a chairman at the first meeting of the committee and review the Terms of Reference.

088/25 **Planning Committee.** It was **resolved** to reinstate the Planning Committee and to appoint the following members to the committee: Cllrs Craig Broom, Alison Richards, Suzie Kember, Ed Read-Cutting, Caroline Richards, Antony Harris and Paul Wareham. It was **agreed** that the Planning Committee will appoint a chairman at the first meeting of the committee and review the Terms of Reference

089/25 **Amenities Committee.** It was **resolved** to reinstate the Amenities Committee and to appoint the following members to the committee: Cllrs David Knight, Geoff Mason, Ed

KCC Members Report for Parish Council – Cllr Claudine Russell

May 2025

Council Overview

The new council administration are in place and I have forwarded you the list of the new cabinet members. The meetings are about to start in earnest and I am on the Health, Overview and Scrutiny Committee and the Children, Young People and Education Committee.

The new administration have cut the member allowances by 5% but put this into the Members Grants for the areas so it means that there is a little more in the small pot to get items done in the division or to help organisations within the division. They have also distributed responsibilities differently resulting in a new cabinet member for DOLGE “department of local government efficiency” who is Cllr Matthew Moat. The flag policy has been amended to fly the British Flag, the St George’s Flag and the Kent Invicta Flag from County Hall. To date I have not heard of any further policy.

Cranbrook Division

I have now attended all Parish council meetings at least once. I do intend to continue to attend as many Parish Council meetings as possible, if you please keep inviting me and I will let you know asap if there’s a clash, it may be that I can start at one and then head to the other after.

Thank you to all Parish clerks that have sent me copies of your Highways Improvement Plans, I have a meeting booked with the KCC officers to understand the way of working on these online at the start of June and following this I will look to speak to each parish in more detail to see how things can be progressed on the HIPs.

I have been dealing with a number of highways and pothole queries and can confirm that the highways team will be back to improve the section of the B2085 in the planned summer pothole blitz. Phase one will be the area from Fridays to Benenden School and Phase two will be completed in late 2025 from Fridays to the A229. These will be full width repairs rather than just smaller areas.

I have been in contact with the planners at KCC, asking about a potential input into the outline planning application for Birchfield Grove and whether there was an opportunity to turn Whites Lane into a quiet lane given the emergency/pedestrian access on to Whites Lane that will be created. KCC Planners are liaising with TW Planners.

I have been surveying Goudhurst, with specific regard to the location of the response, about traffic lights as initially I received a quantity of emails asking for the temporary lights to be made permanent. I intend to collate this evidence and format it to be of use for further work. I am not prejudging the outcome of this and will also collate other suggestions raised.

Please email me for help on any issues: Claudine.Russell@kent.gov.uk

Goudhurst Parish Council

RFO report to Council

Accounts to 31/05/2025

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

Receipts UTB in May 2025

Garage Rents	405
VAT reclaim	5,016
School Field rent (2024)	500
Burials	1,229
TWBC -Grant	1,107
	8,257

Receipts Instant Access in May 2025

Receipts CCLA in May 2025

Dividend payment TBA	0
Total Receipts	0

Payments May 2025

UTB	16,495
CCLA	0
Total Payments	50,742

Cash Balances at Bank as at 31st May

UTB	18,222
CCLA (30.4.2025)	106,619
Instant Access	161,772
Current Balances	286,603

Accounts Payable to 03.06.2025 for authorisation

Supplier	Description	Gross	Net
Veolia	bin emptying burial ground May	69.48	57.90
Perinda Skilton	May office cleaning	80.00	80.00
Envirocure		195.00	
	L8 checks at Toilets	117.90	98.25
	L8 Checks at CF May	77.10	64.25
Pearsons	Balance due to difference between invoices and Standing Order 25021 £ 235.62 April Pond Maint, 25065 £235.62 May Pond Maint, £235.62 June Pond Maint, 25065 £213.33 Vat May, £213.33 VAT June,	1,132.26	943.55
Panetta Horn	Expenses - Burial Law Book £46. Desk Suspended files 14.99	60.99	58.49
Rebecca Barden		598.50	
	Expenses Mileage	4.50	4.50
	Reimbursement CILCA training fees	450.00	450.00
	Reimbursement FILCA training fees	144.00	120.00
Richard Greenaway	Install benches in Lower Glebe	59.00	59.00
Quarry Centre	Grant of £400	400.00	400.00
Scouts	Grant of £750	750.00	750.00
History Society	Grant of £1,500	1,500.00	1,500.00
Christchurch	Grant of £2,000	2,000.00	2,000.00
Dynamos	Grant of £1,000	1,000.00	1,000.00
Collier Green School	Grant of £250	250.00	250.00
GK church	Booking April 2023-24 Church Rooms	243.00	243.00

RFO 's Report June 2025

ICCM	Membership 2025/26	105.00	105.00
Lee and Son	Path and seating area Lower Glebe	24,936.00	20,780.00
TWBC	NNDR rates demands for Chequer Field	217.07	217.07

Panetta Horn
Deputy Clerk and RFO
3rd June 2025

Approach to Enforcement Policy/Strategy Suggestions

Suggestions:

To create a flow chart indicating level of breach and subsequent action required.

Majority of breaches to be reported to the Planning Authority via their online reporting system.

To appoint a Planning Consultant to advise on key phrases and common enforcement planning law which can be cited if needs be when escalating a breach to the Planning Authority.

To appoint one key contact to act as liaison for any emergency breaches to be reported to enforcement urgently. Where applicable, key phrases and advised planning law to be cited.

To send detailed correspondence and action to the Parish Council Office to store on file as the designated archive.

Once the procedure is in place, if an enforcement case is labelled as the highest and continues to need additional legal planning advice, this to be reviewed on a case by case basis.

An alternative option, as discussed in the Finance Committee is to employ a consultant on a monthly retainer.

From: Crawco

Sent: 03 June 2025 14:47

To: Panetta Horn <rfo@goudhurst-pc.gov.uk>

Cc: Flimwell

Subject: 1817861 - Fountain House Freeholders Ltd - Response to Claim Concerns

Dear Panetta,

Thank you for your email and for outlining the Council's concerns.

Having carefully reviewed all available information, I must reiterate that the claim for damp damage cannot be accepted under the terms of the policy. The policy specifically excludes damage arising from gradual deterioration, inherent defects, or long-standing issues. Our investigation has confirmed that the damp is primarily due to the property's historic construction and ongoing maintenance challenges, not a single, sudden insured event.

While the broken waste pipe did cause some additional damp, this was a contributory factor to an existing, long-term condition rather than the sole cause. Therefore, the damage falls outside the scope of cover.

I understand this may be disappointing; however, this decision is based on a thorough assessment against the clear terms of the policy and supporting surveyor reports.

If you remain dissatisfied, **you are fully entitled to commission an independent surveyor at your own expense** to review the matter in detail. Should the independent report provide compelling new evidence that clearly demonstrates the damage resulted from a sudden, insured event, we will review the claim accordingly. In that case, we would also consider reimbursing reasonable costs for the independent surveyor's assessment.

To avoid further delay, please be aware that without such new evidence, the decision stands as final under the current information.

Should you have any further questions or require assistance in this process, please do not hesitate to contact me.

Kind regards,

Goudhurst Parish Council



YOUTH AND HOUSING COMMITTEE

Minutes of a Meeting held on 6th May 2025 in the Parish Office

Councillors Present: Cllrs Phil Kirkby (Chairman), Craig Broom, David Knight and Alison Webster
Officer – Kat Hoyle Clerk

APOLOGIES

060/25 There were none

MINUTES OF THE LAST MEETING

061/25 It was **resolved** that the minutes of the Youth & Housing Committee meeting held on 4th March 2025 and previously distributed to members via Board Intelligence, be accepted as a correct record.

QUESTIONS FROM THE PUBLIC AND PRESS

062/25 There were none

CHEQUER FIELD PAVILION PAINTING

063/24 It was resolved to paint some walls blue of the Goudhurst Dynamos and include their logo. It was also agreed to paint the floor to refresh.

PLAY EQUIPMENT ON LURKINS RISE

064/24 It was **agreed** the draft survey and poster to be collated and printed for distribution. Cllr Alison Webster to organise distribution. Action: Clerk to sort final design and printing

VILLAGE SHELTER ON THE GREEN

065/24 It was **resolved** to purchase the Pavilion, as per the circulated example and specification. Cllrs Craig Broom and Phil Kirkby to approve via Unity Bank

MARY DAYS GARAGES

066/24 It was **noted** Garage rental charges were increased in April 2024, from £168 to £180 and from £135 to £145. It was agreed to increase by 5% - increase in 2026, announcing now ready for year.

067/24 It is agreed to amend the St Mary Days Contracts to enforce standing orders

PLAY AREA REPLACEMENT

068/24 - It was agreed to investigate repairing, rather than new, with a breakdown of costs spent so far, and predicted.

ST MARY DAYS

069/24 It was **agreed** for another walk around to be organised and any action points addressed.

ITEMS FOR INFORMATION

070/24 The Committee **noted** the Playground report

071/25 The Committee **noted** the offer regarding emptying the Lurkin's Rise bin.

072/25 The Chequer Field Football Pitch Report was **noted**, and will be sent to the contractor to provide recommendations

DATE OF NEXT MEETING

073/25 Next Youth & Housing Committee Meeting, Tuesday 5th August at 7.00 in the Parish Council Office

Meeting ended -20.20

Kat Hoyle

4th March 2025

DRAFT

Goudhurst Parish Council

FINANCE COMMITTEE

Draft minutes of a meeting held on 20th May 2025 at 7.00pm
at 3 Fountain House.

PARTICIPANTS

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

Officers Present: P. Horn – Deputy Clerk

APOLOGIES

105/25 There were none

ELECTION OF CHAIR

106/25 Peter Rolington was elected chair of the Finance Committee. Cllrs Broom and Knight advised their intention to step down from the committee.

DISCLOSURE OF INTEREST

107/25 Phil Kirkby disclosed an interest in the Dynamos grant application. Anthony Harris disclosed an interest in St. Mary's grant application.

MINUTES OF THE LAST MEETING

108/25 It was **resolved** that the minutes of the Finance Committee meeting held on 18th March 2025, and previously distributed to members, be accepted as a correct record.

REVIEW THE TERMS OF REFERENCE FOR FINANCE COMMITTEE

109/25 It was agreed that the existing terms of reference do not accurately reflect the role of the Finance Committee and that Cllr Rolington would prepare a draft update for discussion at the next meeting. The RFO is to forward a copy of the Finance regulations to assist in this task.

REVIEW OF THE BUDGET AND YTD EXPENDITURE AND CHANGES TO MANAGEMENT ACCOUNT REPORTS

110/25 The accounts to 20.05.2025 were reviewed and changes to reports approved.

DISCUSSION ON FINANCIAL SUPPORT FOR PLANNING CONSULTANT

111/25 It was agreed that there is a need for the Council to have a Policy for handling unauthorised development of land and that engaging the services of a planning consultant in this regard would be advisable. It was also felt that given the emergency nature of some unauthorised development, there would be a benefit to the Council to engage a planning consultant secured on a retainer. Cllr Harris will liaise with KALC regarding any existing guidelines. Cllr Knight is to discuss the costs involved with planning consultant. Following feedback from the councillors, the Office will produce a draft document for discussion at the next meeting.

COUNCIL INCOME FROM SERVICES

112/25 It was noted that there was a discrepancy in the way income streams for Council services were reviewed, with some increased annually whereas others do not appear to have been revised for some significant period of time. It was agreed that these should be discussed at the next Youth and Housing committee meeting where an annual review should be scheduled for all services and a memorandum of understanding should be agreed with users.

GRANTS

113/25 A total of £5,900 was awarded in grants and donations.

114/25 A grant of £1,000 to Dynamos for Goal posts was agreed.

115/25 A grant of £1,500 to the History Society for repairs to the storage was agreed.

116/25 A grant of £2,000 to Christ Church to contribute towards new toilets was agreed.

117/25 A grant of £750 to the Scouts to contribute to Fete costs was agreed.

118/25 A grant of £400 to the Quarry centre to contribute towards running costs was agreed.

119/25 A donation of £250 to Collier Green School to contribute to the purchase of a defibrillator was agreed.

120/25 A number of unanswered questions relating to the grant application from St Mary's Church for decking at the pre-school, were raised. It was agreed that the RFO would seek clarification from St. Mary's and a decision on the grant was deferred to the next Finance meeting.

NEXT MEETING

121/25 It was **agreed** for the next meeting to on Tuesday 17th June at 6.45pm and that all future meetings will be held at 6.45 and not 7pm.

Minutes taken by:

Panetta Horn

Deputy Clerk

Meeting	Application	Address	Proposal	GPC	TWBC	Decision	Due Date	Officer	Contact No
08.04.25	25/00557/FULL	12 Flimwell Close, Flimwell, Wadhurst, Kent, TN5 7PP	Self-build - Proposed detached three-storey dwelling & detached garage						
	25/00720/FULL	Millfield , Smiths Lane, Goudhurst, Cranbrook, Kent, TN17 1ET	Variation of Conditions 2 & 3 of 24/00905/FULL - changes to external materials, removal of chimney and associated works.		Approved	5/20/2025			
	25/00466/FULL	Whites Farmhouse Bedgebury Road Goudhurst Cranbrook Kent TN17 2QT	Replacement dwelling		Withdrawn				
22.04.25	25/00758/FULL	Bobs Acres, Summerhill, Goudhurst, Cranbrook, Kent, TN17 1JU	Demolition & replacement of dwelling		Approved				
	25/00754/FULL	Willow House Ranters Lane Goudhurst Cranbrook Kent TN17 1HR	Erection of outbuilding		Approved	5/29/2025			
	25/00372/FULL	Brandfold Terrace Cottage North Road Goudhurst Cranbrook Kent TN17 1JJ	Addition of new door to south boundary; creation of new steps and landing area to plant areas; erect 1800mm fence		Approved	5/22/2025			
13.05.25	25/00910/AGRIC	Mallions Farm Curtisden Green Lane Goudhurst Cranbrook Kent	Prior Notification of agricultural development - Extension to existing agricultural building						
	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						
	25/00755/FULL	Little Trottenden Lidwells Lane Goudhurst Cranbrook Kent TN17 1EJ	Erection of ancillary building						
		Cherry Garden Farm, Pump Field, Jarvis Lane, Goudhurst, Kent, TN17 1DY	Installation of Upgrades at Cherry Garden Farm - CTIL						
	25/00944/FULL	Little Orchard Lidwells Lane Goudhurst Cranbrook Kent TN17 1EJ	Erection of a 3 car garage and workshop building.						
27.05.25	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						
	25/00810/FULL	Paygate Winchet Hill Goudhurst Cranbrook Kent	Single storey extension						
	25/01146/FUL	The Pump House North Road Goudhurst Cranbrook Kent TN17 1JN	Erection of ancillary building for single garage & home office with associated works.						
	25/00802/LBC	Church Cottage High Street Goudhurst Cranbrook Kent TN17 1AJ	Listed Building Consent (Amended scheme to 23/01552/LBC) - (Works completed) Repairs to chimney stack						
10.06.25	25/01146/FULL	The Pump House, North Road, Goudhurst, Cranbrook, TN17 1JN	Erection of ancillary building for single garage & home office with associated works.						
	25/01199/FULL	Windy Ridge , Balcombes Hill, Goudhurst, Cranbrook, Kent TN17 1AT	Amendments to external fenestration; insertion of rooflights: enlarged porch: removal of chimney & insertion of PV panels to flat garage roof.						

	Application	Address	Proposal	GPC	TWBC	Decision	Due Date	Officer	Contact No
	25/00266/LBC	Fountain House , High Street, Goudhurst, Cranbrook, TN17 1AL	Listed Building Consent - Replacement of wooden door with UPVC	Refuse	Refused	5/1/2025			
	25/00481/FULL	The Old Bank , The Plain, Goudhurst, Cranbrook, Kent,	Re-roofing & re-felting of front elevation. 1930's original roof tiles to be replaced with dark tiles.		Approved	5/7/2025			
	25/00720/FULL	Millfield , Smiths Lane, Goudhurst, Cranbrook, Kent, TN17 1ET	Variation of Conditions 2 & 3 of 24/00905/FULL - changes to external materials, removal of chimney and associated works.		Approved	5/20/2025			
	25/00754/FULL	Willow House Ranters Lane Goudhurst Cranbrook Kent TN17 1HR	Erection of outbuilding		Approved	5/29/2025			
	25/00372/FULL	Brandfold Terrace Cottage North Road Goudhurst Cranbrook Kent TN17 1JJ	Addition of new door to south boundary; creation of new steps and landing area to plant areas; erect 1800mm fence		Approved	5/22/2025			