

Goudhurst Parish Council



MINUTES OF THE MEETING OF GOUDHURST PARISH COUNCIL

on Tuesday 9th September 2025 Church Rooms Back Lane

At the start of the meeting Councillors noted the sad passing of the Duchess of Kent.

PARTICIPANTS

Councillors present: Cllrs Antony Harris, Phil Kirkby (Chairman), David Knight (Borough Councillor), Peter Rolington, Geoff Mason, Caroline Richards, Ed Read Cutting

Others present: *Cllr Thomas Mobbs*

Officers present: Kat Hoyle (Clerk) Panetta Horn Deputy Clerk

APOLOGIES

343/25 Apologies were received from Alison Webster, Suzie Kember, Paul Wareham and Craig Broom for leaving early. Cllr David Knight sent apologies for being late due to attending Lamberhurst (arrived 8.00pm)

DISCLOSURES OF INTEREST

344/25 There were none.

MINUTES OF THE LAST MEETING

345/25 It was **resolved** that the Minutes of the Parish Council Meeting held on 12th August 2025, copies of which had been previously distributed to Members via Board Intelligence, were signed by the Chairman as a correct record.

REPORTS FROM COUNTY & BOROUGH COUNCILLORS

346/25 Kent County Councillor Claudette Russell sent a report included in the appendices

347/25 Borough Councillor David Knight, reported the three Borough Councillors are aligned in representing Parish Councils during the Reorganisation of Local Government

ACCOUNTS

Ref	Invoice Number	Supplier	Description	Gross	Net	Vat	Auth Ref
25178	84352	Veolia	bin emptying burial ground aug	44.98	37.48	7.5	Contract
25179		Perinda Skilton	Aug office cleaning	80	80	0	clerk

25180		Envirocure		195			
	50019		L8 Checks at CF	77.1	64.25	12.85	Contract
	50020		L8 Checks at Toilets	117.9	98.25	19.68	Contract
25181	3555	F&C	Cleaning services to 5/9	745.8	621.5	124.3	contract
25182	17479	Millbrook Design	Acrylic signs for Dog Poo	264	220	44	clerk
25184	CRP112	Credo	Enforcement Appeal	612	510	102	Clerk
25185		B&K		702.11			
	22762		Electrical checks - Goudhurst Pond	199.2	166	33.2	Clerk
	22785		Replacement hand dryer at CF pavilion	502.91	419.09	83.82	Clerk
25186		Richard Greenaway	Fixing benches in Village Shelter	45	45	0	Clerk
25187		Weeks Bakery	Refreshments for Kalc Meeting	188	188	0	Clerk
25188		GS Wanstall	Plain Christmas Tree and manhole cover for Christmas 2024	456.2	456.2	0	Amenities

25190		Abigail Horn	8 hours Digitisation of Burial records	120	120	0	Clerk
25191		Jemima Horn	21 hours Digitisation of Burial records	315	315	0	Clerk

Resolutions

RFO Report

348/25 It was **resolved** to approve the payments for August 2025 plus the additional ones brought to the meeting

349/25 It was **resolved** to appoint Cllr Geoff Mason and Cllr Peter Rolington to approve the payments

RESOLUTIONS

350/25 It was **resolved** to purchase the office furniture for £3,432.41, including installation

OFFICE LEAK

351/25 Council **noted** the update regarding the leak in the Parish Office, the source of which has now been identified. It was **agreed** to seek a quote for repair and move forward with insurance claim via the owner of the issue.

PROJECT PROPOSALS

352/25 Council **noted** the project proposals, shown in the Appendices. It was further **noted** the projects proposed for this year were on track or already completed.

LAND REGISTRATION TATTLEBURY TRIANGLE

353/25 Council **noted** the advice from the Legal Consultant, regarding the options for an application for possessory title to the Land Registry. It was agreed to approach Kent County Council instead for advice.

LAUNCH EVENT

354/25 Councillors were reminded of the date for the Goudhurst in Bloom and Launch Event. The date is set for 18th September, with light refreshments provided.

VILLAGE HALL NOMINEE

355/25 It was **resolved** for Cllr Peter Rolington to be the Councillor representative

THE QUARRY CENTRE

356/25 It was **noted** a strategic meeting is scheduled to take place before end of October. Cllr Knight to update in November

COMMITTEE UPDATES

357/25 It was **agreed** for a proposal to be created regarding updates to the Committee roles and taken to full council in October.

Council noted the minute of the following Committees minutes

358/25 It was **resolved** to approve the Amenities Minutes including the resolutions.

359/25 It was **resolved** to approve the Youth and Housing Minutes

PLANNING DECISIONS

360/25 Members **noted** Planning Committee recommendations and TWBC decisions in August 2025

CHAIRMANS REPORT

361/25 Cllr Phil Kirkby and Cllr Antony Harris (KALC representative) updated the Council regarding the latest plans in the Reorganisation of Local Government as discussed in the recent KALC Meeting. Two options had been submitted with a four unity and three unity model and a public consultation will be hosted.

CLERKS REPORT

362/25 The Clerk updates have been included under other agenda items

CORRESPONDENCE

363/25 The Tractor Run. It was **agreed** to reply favourably and share the Just Giving Page after the event.

364/25 It was **agreed** for the lorry petition to be shared via the Parish Council Facebook Group. and MP Mike Martin to a meeting.

ITEMS FOR INFORMATION

365/25 Councillors noted the Period of Royal Mourning - Guidance for Local Authorities procedure document which had been sent via email. Further instruction to be sent to Cllr Rolington

366/25 It was noted that the Kilndown Gardening Club expressed interest in running Goudhurst Parish in Bloom.

367/25 Tunbridge Wells Climate and Nature Fair is on 13th September 2025 weekend

NEXT PARISH COUNCIL MEETING

368/25 The next Council Meeting is Tuesday 14th October at 7.30pm at The Church Rooms.

Meeting finished 21.07

K.Hoyle
Clerk

KCC Members Report for Parish Council – Cllr Claudine Russell

September 2025

Council Overview

The leadership have put forward a new “Kent” model for Local Government Reorganisation based on the new unitary authority encompassing Kent and Medway and then a series of three smaller “assemblies” underneath the main unitary authority. KCC is one out of 14 councils that will input and ultimately present the favoured option to MHCLG and any authority can put forward their own individual proposals for reorganising the whole of Kent and Medway separately at their own expense. It looks as though a high-level public consultation will be launched shortly for residents to make their views about unitarisation known.

The Committees will start again in September as there have been none scheduled in August.

Cranbrook Division

I have spent some time with the Citizens Advice staff to understand the kind of complex issues that are being brought to them by residents. They were very welcoming and answered all of my numerous questions.

I have also visited the library to understand about the refurbishment planned for Cranbrook library, along with how the service functions across Kent and within my division.

Highways issues have understandably featured and I’m pleased to report that I have secured road improvements at the start of Conghurst Lane that will be underway shortly. I have had various sections of vegetation cut back that was obscuring signs and please do report anything like this on; [Report or track a problem on the road or pavement - Kent County Council](#)

I am awaiting a response from the Director of Education on a number of questions that I have raised about education and have now been directed via the complaints process! I hope for answers to these shortly. I am also awaiting a meeting to be scheduled with the cabinet member for education, Cllr Fordham which I have chased this week.

I have contacted the cabinet member for highways to raise the issue about emergency works being able to close an entire A road with no diversion signs in place and asked him to raise this with the infrastructure providers in our area.

Members Grant

I have previously mentioned that I have a members grant. I have managed to make some small awards and have approached a couple of different community organisations but if you know of any group that would benefit from receiving some money from my members grant please do direct them to my email and I can get the process rolling.

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

Goudhurst Parish Council

RFO report to Council

Accounts to 31/08/2025

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

Receipts UTB in August 2025

Burials	2,311
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	2,311

Receipts Instant Access in August 2025

0
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Receipts CCLA in July 2025

Dividend payment	387
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Total Receipts	2,698

Payments August 2025

UTB	8,587
CCLA	0
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Total Payments	8,587

Cash Balances at Bank as at 31st August

UTB	1,180
CCLA (30.7.2025)	107,781
	<hr/>
Instant Access	86,525
	<hr/>
Current Balances	195,486

Accounts Payable to 31.08.2025 for authorisation

Payment Ref	Invoice Number	Supplier	Description	Gross	Net
25178	84352	Veolia	bin emptying burial ground aug	44.98	37.48
25179		Perinda Skilton	Aug office cleaning	80.00	80.00
25180		Envirocure		195.00	
	50019		L8 Checks at CF	77.10	64.25
	50020		L8 Checks at Toilets	117.90	98.25
25181	3555	F&C	Cleaning services to 5/9	745.80	621.50
25182	17479	Millbrook Design	Acrylic signs for Dog Poo	264.00	220.00
25183	38UU3D001	Print room	Artwork for LR flyers	90.00	75.00
25184	CRP112	Credo	Enforcement Appeal	612.00	510.00
25185	22762	B&K	Electrical checks - Goudhurst Pond	199.20	166.00
25186		Richard Greenaway	Fixing benches in Village Shelter	45.00	45.00









We will also be required to pay for the insurance on Fountain House. This is due for renewal but the residents association is currently discussing quotes. This is likely to be in the region of £1,300. Discussion has taken place with all committee chairs and I am nearing completion of the initial budget setting document. This will be discussed at the Finance Committee on the 16th September and present to Full Council at the October meeting.

Panetta Horn
Deputy Clerk and RFO
31st August 2025







Date of issue: 15th August 2025	Valid to: 30 Days	Project Ref: Goudhurst Parish Council	Quote Number: 2025-08-015	Quote Raised by: Mark Stafford
Project Address Goudhurst Parish Council Fountain House High Street Goudhurst TN17 1AL	Invoice Address As Project Address		Supplier Address MGStafford Ltd 13 Beulah Road Tunbridge Wells Kent TN11 2NP	
contact David Knight	contact David Knight		contact Mark Stafford 07717 577644	

Quote No: 2025-08-015

Image	Description	Notes - Lead time	Qty	Unit Price	Amount
	Ogi DRIVE - mdd. single desk 1800mm x 800mm , electric height adjustment - range 650mm - 1300mm Colour of the tabletop: 0067 - White pastel Colour of the top edging: 0067 - White pastel Type of foot: 1235 - Foot Basic - W: 590 D: 70 H: 26 mm Colour of the supporting leg: M015 - White Type of plug: 1055 - UK plug 1132 - Control panel	6 weeks from order	2	£534.00	£ 1,068.00
	MODESTY PANELS - MFC modesty panel - Colour: 0067 - White pastel Colour of the body edging: 0067 - White pastel Colour of fixing elements: M009 - Aluminum semi-matt RAL 9006 Type of fixing elements: 1333 - Bracket for Ogi Drive worktop*	6 weeks from order	2	£64.50	£ 129.00
	Ogi DRIVE - mdd. single desk 2000mm x 800mm , electric height adjustment, range 650 - 1300mm. Colour of the tabletop: 0067 - White pastel Colour of the top edging: 0067 - White pastel Type of foot: 1235 - Foot Basic - W: 590 D: 70 H: 26 mm Colour of the supporting leg: M015 - White Type of plug: 1055 - UK plug 1132 - Control panel	6 weeks from order	1	£537.50	£ 537.50
	CABLE BASKET - White finish	6 weeks from order	3	£29.33	£ 87.99
	HEJ Task Chair from Interstuhl - HJ216 - WHITE Structure - Backrest GREY Mesh · Adjustable lumbar support and seat depth adjustment · Seat upholstered Upholstery JET JT24 (GREEN) Group 2 Fabric · Adjustable 4D position armrest · Manual mechanism · Adjustable seat depth · Black 5-star nylon base CASTORS FOR HARD FLOORS.	https://www.interstuhl.com/uk/en/modelle.php?modell=HJ216	3	£379.00	£ 1,137.00
	TONIQUE task chair Automatic bodyweight mechanism with ability to personalise tension; 3D Mesh back; 5 star castor base; 3-position lockable recline; permanent contact recline; gas-lift; height & depth adjustable arms; PU armrests; seat slide; adj. lumbar support; Mesh colour - Black Seat fabric - black. Base colour - Black nylon CASTORS FOR HARD FLOORS	OPTION 2 - Available from UK stock	3	£275.00	
	ELITE Fixed format under desk power module - 4 x 13.5 amp, powered by a 3 pole GST connector (3Metre). In accordance with BS6396 and independently tested to BS5733	1 week available from stock	3	£27.64	£ 82.92
	REACH Monitor Arm - Allows correct positioning of the Screen to user requirements	OPTIONAL - RECOMMENDED - NOTE THIS REQUIRES A UNIVERSAL VESA MOUNT (4 x screw holes on the back of the screen) Rebecca's Screen doesn't appear to have this, so I have listed 2no.	2	£92.00	
Delivery and Installation - Normal Working Hours			1	£ 390.00	£ 390.00

		£ 3,432.41
To be completed by client	Total before VAT	£ 686.48
	VAT 20%	£ 4,118.89
	Total	

Products		Price netto	Quantity	Net summary
	desk electric height adjustment Ogi Drive Product made of numerous elements			
	BOD68 Ogi Drive: Straight Straight: height adjustment 650-1300 mm, twin-motor frame height adjustment 650-1300 mm, twin-motor frame: BOD68 W: 1800 D: 800 H: 650 - 1300 mm Colour of the tabletop: Honey oak Colour of the top edging: Honey oak Type of foot: Foot Basic Colour of the supporting leg: Black semi-matt RAL 9005 Colour of the foot: Not applicable Type of plug: EU plug Cable management: Cable ways PK81 x 2 Colour of mediabox / grommet: Anthracite Type of control panel: Control panel	820,00 €	2	1 640,00 € (820,00 € / each)
	Modesty panel UM16 Colour: White pastel Colour of fixing elements: Aluminum semi-matt RAL 9006 Type of fixing elements: Bracket for Ogi Drive worktop	97,00 €	2	194,00 € (97,00 € / each)
	Tray S70 Colour: White semi-matt RAL 9010	85,00 €	2	170,00 € (85,00 € / each)

Products		Price netto	Quantity	Net summary
	desk electric height adjustment Ogi Drive			
	Ogi Drive: Straight			
	Straight: height adjustment 650-1300 mm, twin-motor frame			
	height adjustment 650-1300 mm, twin-motor frame: BOD70 W: 2000 D: 800 H: 650 - 1300 mm			
	Colour of the tabletop: White pastel			
	Colour of the top edging: White pastel			
	Type of foot: Foot Basic	824,00 €	1	824,00 €
	Colour of the supporting leg: Black semi-matt RAL 9005			
	Colour of the foot: Not applicable			
	Type of plug: EU plug			
	Cable management: Cable ways PK81 x 2			
	Colour of mediabox / grommet: Anthracite			
	Type of control panel: Control panel			

Informations

The price offer presented is for information purposes only and does not constitute a commercial offer

Applicable taxes (if applicable) and shipping and installation costs will be calculated in the shopping cart when placing the order

Net summary

2 828,00 €

Need help?

Email us: shop@mdd.eu
Call us: +48 605 293 226

Goudhurst Parish Council



YOUTH AND HOUSING COMMITTEE

Minutes of a Meeting held on 5th August in the Parish Office

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

ELECT A CHAIRMAN

267/25 It was **resolved** to vote Cllr Alison Webster and Cllr David Knight as Vice Chairman

APOLOGIES

268/25 There were none

TERMS OF REFERENCE

269/25 The Terms of Reference were approved

MINUTES OF THE LAST MEETING

270/25 It was **resolved** that the minutes of the 6th May 2025 and previously distributed to members via Board Intelligence, be accepted as a correct record.

QUESTIONS FROM THE PUBLIC AND PRESS

271/25 There were none

CHEQUER FIELD PAVILION PAINTING

272/25 It was **noted** the painting was complete and waiting for the logo

PLAY EQUIPMENT ON LURKINS RISE

273/25 It was **noted** the door drop will be circulated in September, containing the survey.

MARY DAYS GARAGES LICENSE AGREEMENT AND RENT ARREARS

274/25 It was **resolved** to serve notice to the tenant and for the Clerk and RFO to review the existing contract and recommend adjustments. This includes a section regarding missed or arrears payments.

PLAY AREA REPLACEMENT

275/25 It was **resolved** to proceed with the metal fencing around the playground. Permissions and mock ups will be sought. Action: Clerk Office

REVIEW BUDGET 25

276/25 It was **agreed** focus on Lurkins Rise Play equipment, upgrading the CCTV camera on the Pavilion and to screw the benches down inside.

277/25 It was **noted** the majority of planned projects for 25/26 had been completed

PROJECTS 2026/27

278/25 It was **agreed** to explore options an outdoor ping pong table and a basketball hoop. The gym to be picked up by amenities.

ITEMS FOR INFORMATION

279/25 There were none

DATE OF NEXT MEETING
4th November 2025

Meeting ended -20.20

Kat Hoyle
5th August 2025

DRAFT

Draft Action Log For Amenities Committee

Item	Decision / Resolution	Action	Responsible	Deadline
1	Appointment of Chairman & Vice-Chairman	Appoint Cllr Knight as Chairman and Cllr Webster as Vice-Chairman	–	–
2	Amenities Committee Terms of Reference	Amend date to record approval	Assistant Clerk	–
3	Parish Questionnaire	Finalise, arrange printing and delivery	Clerk	–
4	Waste Bins	Purchase 3 bins, arrange installation, appoint contractor; monitor need for Lower Glebe bin	Assistant Clerk to liaise with contractor	Ongoing
5	Seasonal Works	Review in Autumn/Spring, re-arrange timings with contractor	Assistant Clerk	Before Autumn
6	Building Maintenance	Investigate repainting doors and new protective panels	Assistant Clerk to obtain costings	Report back to Committee
7	Project Phase 1	Allocate £9k budget, obtain quotes	Cllr Rolington to obtain quotes; RFO to allocate £9k	Report back
8	“What’s On” Board	Trial in Council Office	Cllr Wareham to prepare format	–
9	PA System	Obtain quotes for replacement vs. hire	Cllr Kirkby	Report back
10	Kilndown Options	Discuss options with Lynda Shepherd	Kilndown Councillors	Report back
11	Pond Signage	Prepare and install sign re: dye treatment	Assistant Clerk	–
12	Garage Allocation	Offer garages by proximity; forward contract to retired Councillor for assistance; allocate garage per criteria	Assistant Clerk	–

	Application	Address	Proposal	GPC	TWBC	Decision
	25/01350/FULL	Little Bakers Farm Cottage, Ladham Road, Goudhurst, TN17 1LT	Demolition of existing garage and construction of replacement garage		Approved	01/08/2025
	25/01360/FULL	Land East Of Land Between Kilndown Poultry Farm and Evanden Farm, Church Road, Kilndown	(Retrospective) Change of use of land for the siting of a mobile home, touring caravan & outbuilding with erection of fence & gate for occupation		Refused	12/08/2025
	25/01402/FULL	South Oast Smugley Farm Bedgebury Road Goudhurst Cranbrook Kent TN17 2QU	Proposed extension to existing outbuilding to allow the use of the building as an annex alongside office space (Resubmission of 22/00729/FULL)		Approved	04/08/2025
	25/01430/FULL	Four Oaks London Road Flimwell Wadhurst Kent TN5 7PL	Demolition of existing dwelling & rear outbuildings, & construction of replacement dwelling.		Approved	07/08/2025
	25/01584/FULL	Meadow Court , Ranters Lane, Goudhurst, Cranbrook, TN17 1HR	(Self-build) Conversion of redundant stable building to a single dwelling; works associated hard & soft landscaping		Approved	20/08/2025

Hi all,

It's that time of year again! The time I start thinking about Christmas. I am using the club email address this year so that Lauren, our club secretary can see what happens when, as she is interested in running the event in the future. Hello Lauren!

We are planning our fourth Light It Up Christmas Tractor Parade on 21st December. It is basically the same as previous years. But we will only be promoting it by traditional methods this year - posters, road signs and parish magazines. I am at the stage where I think we need to keep a lid on the number of spectators. Our members love doing it, and that is my main reason for doing it, even if other people have different reasons! It's not about the number of people who come, or the amount it raises. We have always wanted to do it for our local community, so we'll be keeping our publicity local by minimizing the social media, and embargoing it from reporting by local news outlets. There will be plenty of info on our web site, so if people really want to find all the info they can. There will of course, be informational posts on our Facebook page in the few days run up to the event.

So that brings me to parish mags! Please can you put me in touch with your mag editor so I can get deadlines for autumn editions.

On the safety side, we are developing plans to prevent so much traffic getting caught up in the parade. On fundraising, the club is now registered with JustGiving. This means there will be less bucketeers about. Counting and banking the money last year took the whole of the next day, and that was with a coin counting machine, and 6 of us counting! It also means we can support a wider range of charities instead of just one.

Love to hear any feedback or concerns your parish councils might have. See you on 21st December!

Claire

Weald of Kent YFC.