

Goudhurst Parish Council



Projects Committee 24th February 2026

MEETING
24 February 2026 19:30 GMT

PUBLISHED
18 February 2026

Goudhurst Parish Council

To: Cllrs Alison Webster, Geoff Mason, Craig Broom, Phil Kirkby, Caroline Richards, Antony Harris and Suzie Kember

I summon you to a Meeting of the Projects Committee on Tuesday 24th February 2026 at 7.30pm, in the Parish Council Office, where business detailed on this agenda will be discussed.

Members of the Public and the Press are welcome to attend this meeting. At the Chairman's discretion, 15 minutes will be set aside for questions from members of the public each one of whom may be invited to speak for a maximum of 3 minutes in total relating to items on the Agenda or about issues of local concern. Thereafter they have the right, and are welcome, to stay and observe the rest of the Meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1.

Please inform the Clerk if you intend to film or record the Meeting.

Kat Hoyle

Clerk to Goudhurst Parish Council

18th February 2026

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

A quorum for Project Committee is 3 Members.

Agenda

Location	Date	Time
The Parish Office, 3 Fountain House, Goudhurst High Street, Goudhurst	24 Feb 2026	19:30 GMT

	Item	Page
1	To approve the minutes from 4th November 2025 as circulated via Board Intelligence.	4
2	Apologies for Absence.	-
3	To approve the Terms Of Reference for the Projects Committee.	6
4	Declarations of interest.	-
5	To receive questions 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)).	-
6	To receive an update regarding the survey results for the recreational field at the Goudhurst Estate and agree the next steps	7
7	To review the strategic project aims and objectives and agree to them for 2026/27 as the key focuses	11
8	To agree the exploration of the installation of a shed in the playground on the Upper Glebe	-
9	To receive an update from other Committees on their various projects and highlight any missing aims on the working plan	15
9.1	Please note: the full strategic plan attached is a draft, and needs to be approved at full council, but has been included as a tool to begin discussions and ensure all objectives are captured.	-
10	Items for Information	-
11	Next Projects Committee meeting, Tuesday May 26th at 7.30pm in the Parish Office	-

Goudhurst Parish Council



PROJECT COMMITTEE

Minutes of a Meeting held on 4th November in the Parish Office

Councillors Present: Cllrs Alison Webster, Craig Broom, Phil Kirkby, Suzie Kember, and Caroline Richards
Officer – Kat Hoyle Clerk

ELECT A CHAIRMAN

465/25 It was **resolved** to vote Cllr Alison Webster as Chairman and Cllr Caroline Richards as Vice Chairman

APOLOGIES

466/25 Cllr Geoff Mason and Cllr Antony Harris

TERMS OF REFERENCE

467/25 The Terms of Reference to be proposed by Cllr Craig Broom and the Office. It was **noted** to include a contact with Housing.

DECLARATIONS OF INTEREST

468/25 There were none.

PLAY EQUIPMENT ON LURKINS RISE

469/25 It was **noted** the door drop had been done and the surveys will be closed end of November/early December, with around 30 responses to date. It was **agreed** to promote the survey via the Club/Socials and Christmas Fair to increase rate.

PLAY AREA REPLACEMENT

470/25 It was **noted** the permissions were continuing being sort, permission from the Diocese and Planning Permission to be gained.

KEY FOCUS 25/26

471/25 It was **agreed** to focus on; the play equipment on the Estate, the upgrading of the playground fencing, and the planting on the lower glebe.

REVIEW BUDGET 26/27

472/25 It was **noted** about adding the Christmas Lights proposal to 26/27 budget

ITEMS FOR INFORMATION

473/25 It was noted the St Mary Days Garage contracts were being reviewed by a solicitor for recommended insertions

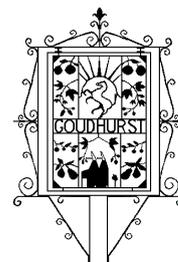
DATE OF NEXT MEETING

24th February 2026
Meeting ended -20.20

Kat Hoyle
4th November 2025

DRAFT

Goudhurst Parish Council



Projects Committee

Terms of Reference

Purpose

The Projects Committee is responsible for the initiation and delivery of identified projects, including the management of larger schemes funded through external grants or Section 106 agreements. The Committee shall ensure regular reporting from committees delegated with control over projects within their remit. It shall monitor project progression, establish accountability mechanisms, and intervene with support as necessary to facilitate successful delivery.

Identified projects shall be outlined by each committee prior to the budget-setting process, with each project incorporated into the budget alongside defined delivery targets. Proposals for additional new projects must be scoped by the originating committee and submitted to the full Council for approval of additional budgetary allocations. Upon approval, such projects shall be placed under the oversight of the Projects Committee but managed operationally by the proposing Committee.

Furthermore, the Projects Committee shall oversee the administration of the Section 106 agreement between Tunbridge Wells Borough Council, Goudhurst Parish Council, and relevant housing associations, specifically concerning the allocation of affordable housing within the Parish and the application of Section 106 funds to proposed projects.

Meetings

The Committee meets every two months (or as required) on a Tuesday. The required notice will be given to members via Board Intelligence.

Decision Making

The Clerk will advise members whether a particular item under discussion is within the Committee's delegated powers. If it is within delegated powers, the minutes will record the decision as RESOLVED. If not, then the minutes will record the decision as RECOMMENDED and it will then be brought to the attention of the Council for decision.

Enhancing Leisure and Play Spaces

1. Introduction

This report summarises the findings of the community engagement exercise undertaken to understand how residents currently use Lurkins Rise Field and suggestions for improvements. The consultation received responses from a broad range of age groups and reflects a diverse set of views regarding the future of the field.

2. Demographic Overview

Responses were received from a wide age range, with the majority falling within:

- 25–40 years
- 41–60 years

Additional contributions came from:

- Under 12s
- 17–24s
- Over 60s

This distribution indicates strong engagement from families, working-age adults, and older residents.

3. Frequency of Field Use

Respondents reported varied levels of use:

- Daily users: Primarily dog walkers and families with children.
- Weekly/Occasional users: A significant group using the field for dog walking, informal play, and general leisure.
- Rarely/Never users: A smaller cohort, often citing concerns about parking, traffic, dog mess, or a preference to preserve the field's natural state.

4. Current Uses of the Field

The field is used for a range of informal activities, including:

- Dog walking – the most frequently cited use.
- Playing with children – informal play and ball games.
- Sports activities – football, frisbee, running.
- Walking and relaxing outdoors – general leisure and wellbeing.

5. Desired Equipment and Facilities

Respondents identified a variety of potential improvements:

5.1 Children's Play Equipment

- Swings
- Slides
- Climbing frames

5.2 Sports Facilities

- Football goals
- Basketball hoops
- Trim trail

5.3 Leisure and Community Features

- Picnic tables and benches
- Community garden or flower beds
- Walking or jogging track
- Nature play area (logs, boulders; mixed views on sandpits)

5.4 Dog-Related Facilities

- Secure perimeter fencing
- Dog waste bins and poo bag dispensers
- Enclosed dog exercise area

5.5 Additional Suggestions

- Outdoor gym equipment
- Skate park
- Bike track or ramps
- Zip line
- Lighting
- Improved access paths
- Seating for older residents
- Buddy benches
- Toilets (raised by a small number)

6. Key Themes in Written Comments

6.1 Maintenance and Cleanliness

A strong theme across responses:

- Requests for rubbish bins and dog poo bins
- Concerns about dog mess preventing safe play
- Calls for regular maintenance, including grass cutting and bin emptying

6.2 Safety and Access

Respondents highlighted:

- Need for secure fencing to protect dogs and children
- Gates that cannot be lifted off hinges
- Improved footpaths for accessibility

6.3 Parking and Traffic Concerns

One of the most significant issues raised:

- Lurkins Rise is already heavily congested
- Fears that new facilities will attract additional vehicles
- Some residents suggested parking permits, driveways, or even converting part of the field to parking
- Strong concerns from residents who already struggle to park near their homes

6.4 Preservation of Natural Beauty

A vocal group expressed a preference for minimal intervention:

- Desire to keep the field “as it is”
- Concerns about ecological impact on hedgerows, trees, and wildlife
- Fears of increased antisocial behaviour if equipment is installed

6.5 Community and Ecology

Several respondents supported:

- Community gardens
- Fruit trees and wildflower areas
- Educational nature projects (e.g., mushroom logs, foraging sessions)
- Protecting habitats for birds of prey and other wildlife

6.6 Inclusivity

Requests included:

- Facilities for older children, not just younger ones
- Disabled-friendly access and seating
- Buddy benches to support social inclusion

7. Divergent Views

The consultation revealed two clear perspectives:

7.1 Pro-Development

Primarily families and younger residents:

- Support installation of play equipment, sports facilities, and leisure amenities
- Believe the field is underused and could better serve the community
- Emphasise benefits for children living on Lurkins Rise and surrounding streets

7.2 Anti-Development

A smaller but strongly expressed group:

- Oppose changes due to ecological concerns, antisocial behaviour, and loss of natural beauty
- Some residents paying estate maintenance fees object to wider village influence over the field
- Concerns about financial waste and prioritisation of other village issues (e.g., central Goudhurst parking)

8. Conclusion

The community is divided between those seeking enhanced facilities and those wishing to preserve the field's natural character. However, there is clear consensus on several points:

- Improved maintenance and cleanliness
- The installation of play equipment and sports equipment
- Better dog waste management
- Installation of rubbish bins
- Desire for ecologically sensitive improvements

9. Recommendations

Based on the consultation findings and best practice in community park design, the following recommendations are proposed:

9.1 Develop a Balanced Multi-Use Space

- Combine formal play equipment (swings, slides, climbing frames) with natural play features (logs, boulders).
- Provide sports facilities such as football goals and a basketball hoop.
- Install picnic tables and benches to support family use.

9.2 Strengthen Dog-Friendly Infrastructure

- Install dog waste bins and poo bag dispensers.
- Explore a small enclosed dog area if supported by residents.

9.3 Prioritise Safety, Access, and Maintenance

- Fit secure gates that cannot be lifted off hinges.
- Improve footpaths for accessibility.
- Consider low-impact lighting where appropriate.
- Commit to regular maintenance, including grass cutting and bin emptying.
- Retain hedgerows and mature trees.

Proposed next steps:

Using the above summary, three companies to be approached, to conduct a survey and design an option for the field. The designs will be taken to the community through via a physical consultation, where the most popular will be voted, along with any additional suggestions.

In addition, the clerk will reinstate the change of use as the one in place has lapsed.

Goudhurst Strategic Plan 2026 2027 (Project Specific)

Purpose of the Strategic Plan

The purpose of this one-year Strategic Plan is to support Goudhurst Parish Council in making informed decisions that enable it to achieve its aims and objectives, all of which are focused on improving the quality of life for the community it serves. The priorities and planned activities set out within this document have directly shaped the Council's budget and precept for the 2026/27 financial year.

This Plan provides a structured framework to deliver the aspirations of the residents of Goudhurst (taken from the survey and recent consultations) within an agreed budget and timeframe. It is a 'live' document that will continue to evolve through ongoing community engagement, ensuring that it remains responsive to local needs and reflective of the Council's statutory responsibilities. As a dynamic working document, the Strategic Plan will be monitored and updated regularly to demonstrate progress and to assist Councillors in making decisions that are in the best interests of the parish.

Opportunities for Community Involvement Parish Council Meetings

The Parish Council has an element for Public Participation. All council meetings, including committees, are open to the public and time is set aside, prior to the commencement of the meeting, for members of the parish to make comments or to ask questions. An Annual Parish meeting is held in May each year giving residents the opportunity to have a say on local issues, find out what the parish council has been doing, and residents are given the opportunity to share their opinions on the services delivered by the council.

To ensure that this Strategic Plan adequately represents the best interests of the parish, members of the local community were invited to participate in its development by way of surveys at face-to-face consultation.

Goudhurst Parish Council: Strategic Plan: Main Aims and Objectives – April 2026 to March 2027 (Project Committee Specific)

CATERGORY	AREA	OBJECTIVE	ACTIONS	TIMESCALES	BUDGET
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Projects	Lurkin's Rise Recreation Ground Upgrade	To design a cohesive and inclusive community space that meets the needs of all demographics within the St Mary's Estate, incorporating a balanced range of facilities such as children's play equipment, a dedicated sports area, a secure dog exercise space, and an environmentally responsible compostable dog-waste solution.	<ol style="list-style-type: none"> 1) Using the survey results, create a tender brief and to send to three companies to quote for. 2) Hold a public consultation showing the plans and for them to choose 3) Seek the correct change of use, and planning permissions 4) Book in works 5) Create a scope of works, risk assessments and possible phasing due to budget restriction 6) Research grants 7) Program works to start <p>Side: ensure budget for Rospa inspections, add to insurance and allocation sinking fund for future repairs</p>	<p>April 2026</p> <p>June 2026</p> <p>July 2026</p> <p>Sept 26?</p>	<p>£35K – 50% from S106</p> <p>Hopefully additional grants can be found.</p>
	Play Tables	To install three interactive play tables—a ping-pong table, a foosball table, and a games bench—to create opportunities for social interaction, intergenerational play, and community bonding.	<ol style="list-style-type: none"> 1) Create a detailed drawing as to where the tables will go specifically on the Upper Glebe <p>Seek permission from the Diocese, including the spec of the tables and precise location</p>	May/June 2026	£8000. From the 2026-27 budget/precept

		<p>Update the community, create the risk assessment, and organise the delivery</p> <p>Update asset register</p> <p>.</p>		
CCTV Unification	To upgrade the existing village CCTV system to one, system, rather than two ensuring compliance with all the necessary GDPR regulations, CCTV governance and completing any blind spots within the village. Working the Police and a specialist company, the PC hope to improve coverage and to continue to support the community, particularly incidents on the roads.	<ol style="list-style-type: none"> 1) Create a brief, summarising the number of cameras and the current supplier 2) Upgrade the urgent camera to overlook the new Pavilion on the green to ensure coverage. 3) Approach three different companies, for tender <p>Implement, ensuring any new cameras have gone through the correct CCTV consultation and the policy is up to date. Update asset register</p>	<p>Already done</p> <p>Project will be phased due to the magnitude and cost implications.</p> <p>Phase one May 2026</p> <p>Phase two – by the December 2026</p> <p>Phase three 2027-28</p>	Phase one and two £15,000 as in 2026-27 budget/precept
Upgraded Christmas Lights	Upgrade the festoon Christmas Lights on the Plain	Remove the broken lights and replace with new ones. Consider extending the lights onto the adjacent trees and village hall	To be completed by the Christmas Fair, end of November .	Costs allocated within Amenities budget

Rubber Matting for Upper Glebe	Exploring the Option for the installation of Matting on the Upper Glebe	<ol style="list-style-type: none"> 1) Map out the area for potential matting on the upper Glebe to allow for parking. 2) Explore the costing options, including installation and long term maintenance 	Tbc	This has not been budgeted for in this financial year.
New shed for the playground	Installing a new shed in the Upper Glebe Playground to store the football equipment and possible table and chairs.	<ol style="list-style-type: none"> 1) Explore options for size and base options 2) If concrete is required, approval from Diocese. 3) Work with Amenities to ensure the new fence works with the shed 	TBC	This has not been budgeted for in the next finance year.

Goudhurst Strategic Plan 2026 2027

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CATERGORY	AREA	OBJECTIVE	ACTIONS	TIMESCALES	BUDGET
Parish Council Governance and Communication	Policies	Ensure all polices are up to date, and re adopted by the Full Council. Ensure all relevant legislation is includes and compliant with AGAR assertion 10	1) Continue to check all through all existing policies for re-evaluation dates. Create a spreadsheet documenting all policy deadlines by moth and year.	Create the spreadsheet by April 26. Policies to be adopted throughout the year.	n/a
	Website	Ensure it is compliant with the Website Accessibility Regulations	1) Continue to monitor legal compliance with the regulations and implement	Ongoing	n/a
	Website	Ensure it is compliant with the Data Transparency Code	1) Clerk to ensure compliance with the code and update documents as required. If not compliant, Clerk to continue working with Cllr Broom to implement changes.	Quarterly and annually	None required
	Village Calendar	To ensure up to date, and continue to encourage groups to publish on it	1) Assistant Clerk to make a note of all activities throughout the months Publish on both the website and 2) newsletter	Monthly	None required
CATERGORY	AREA	OBJECTIVE	ACTIONS	TIMESCALES	BUDGET

Amenities	Village Events	Provide/support community events and encourage tourism in the local area.	<ol style="list-style-type: none"> 1) Arrangements for the provision for a village Christmas trees 2) Support the village with community events with admin support for road closures and risk assessments 	Annually	Costs within the agreed budget.
	New Bins	The installation of new bins	<ol style="list-style-type: none"> 1) Four new bins to be installed, and a private company to empty regularly 	Ongoing	Costs within the agreed budget.
	Playground Fencing	Upgrading the play fencing around the play ground	<ol style="list-style-type: none"> 1) Previously signed off, upgrading the wooden fencing with metal and extending out to the carpark area 	6 month – needed extending due to the possibility of the new shed	25/26 budget
	Village Pond	Continue to maintain the provision of fountain, and water treatments	<ol style="list-style-type: none"> 1) Continue to pay the for annual maintenance costs of the pond 2) Forewarn the community and explain the algae treatment, turning the pond blue. 	Annual	Costs within the agreed budget
	The Plain	Replacing the Bench around the tree	<ol style="list-style-type: none"> 1) Quotes for hard wood, recycled plastic, or metal 	To be completed asap	25/26 left over amenities budget
Planning		Ensure the balanced and overall interests of the village are reflected in comments made on planning applications	<ol style="list-style-type: none"> 1) Continue to respond to planning applications review representing the views of the local community. 	Ongoing	None
Burial	Renovation works on the Victorian Cemetery	To upgrade the path, create additional space for memorials and the internment of ashes.	<ol style="list-style-type: none"> 1) To place reinforcements on the gates to keep the existing ones, but support them 2) To relay the existing path to improve accessibility 3) To ensure the curb of the path is wide enough to allow for memorial plaques. 	<p>April 26 for the gates</p> <p>May- June for the renovation work but weather dependant</p>	£8000 from the 2026/27 budget/precept .

			<ol style="list-style-type: none"> 4) To allocate and document the additional ashes interment spots at the back end of the site 5) To complete a general tidy up of the site, backfill holes, and remove any invasive shrubs 6) To create wildflower meadow, cultivated with complementing pollinating plants and a bench for reflection. 		
Highways	Highways Improvement Plan	To continue to serve the residents working with Kent County Council Highways to improve the road network and key projects. The top three, are the signage improvements on Summer Hill and Winchett Hill	<ol style="list-style-type: none"> 1) The final drawings have been submitted by Highways and waiting for approval from their team 2) The Plan to be shared with the communities and the grant application to be submitted 	ASAP after April. TBC by Highways	£25K as per the Tunbridge Wells Borough Council Highways Grant.
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