

HAWKHURST PARISH COUNCIL

AGENDA



To the Members of Hawkhurst Parish Council:

You are summoned to attend a meeting of Hawkhurst Parish Council to be held on
Monday 8th May 2017 at The Copt Hall, Cophall Avenue commencing at 19:45

When it is proposed to transact the following business:

1. ADJOURNMENT FOR PUBLIC QUESTIONS AND COMMENTS:
 - i) Update from KCC Member and a TWBC Ward Member
2. APOLOGIES FOR ABSENCE:
3. DECLARATION OF INTERESTS: *To receive notice of personal interests, whether of a prejudicial nature or otherwise, in respect of items on this agenda, in accordance with the Council's Code of Conduct.*
4. APPROVAL OF MINUTES:
 - 4.1 Approval and Noting
 - i) To receive Minutes of the Parish Council meeting held on 10th April 2017.
 - ii) Note the minutes of the Land Committee 27th March 2017.
 - iii) Note the minutes of the Fete Committee 26th April 2017.
 - iv)
 - 4.2 Matters Arising from the Minutes
 - i. Lone Worker Policy MB 10.04.17 (7.1) MB
 - ii. Members Allowance JN 12.12.16 (4.2(i))
Hawkhurst Parish Council notes the inequalities of remuneration of councillors expenses and wishes KALC to lobby the government with a view to examining the present system. Response from KALC. JN
5. STANDING REPORTS:
 - i) Transport & Highways MA
 - ii) Police. JH
 - iii) Local Community Interest.
 - a. Community Speed Watch JN
 - b. Footpaths MR
 - c. Car parking MB
 - d. New Community Hall AH/PD
6. REPORTS OF COMMITTEE CHAIRMEN:
 - i) Buildings. (meeting held 25.04.17),
 - ii) Land. (meeting due 22.05.17).
 - iii) Finance & General Purposes (meeting held 02.05.17).
 - iv) Personnel
 - v) Fete
 - vi) NDP
7. MATTERS FOR FURTHER DISCUSSION:
 - i) Annual Return - Governance Statement JN
 - ii) Annual Return – Accounting Statements JN

All relevant documents are available for inspection at the Parish Office

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17 18\Agenda 08.05.17.docx

- iii) Annual Return – Internal Audit Statement and Auditor’s Letter JN
- iv) Asset Register Annual Review JN
- v) Risk Assessment Annual Review JN
- vi) LED Streetlighting Project BF
- vii) Youth Policy JN

8. CORRESPONDENCE:

9. FINANCE:

10. PLANNING:

11. BURIAL & MEMORIAL:

12. NOTES & INFORMATION:

13. CONFIDENTIAL:

Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the following items:

- i) NDP R17A version JN

14. CLOSURE:

Nicole Godwin, Clerk to the Parish Council

Agenda Item 8: Correspondence

| | Date Received | From | Subject |
|----|---------------|--|--|
| 1 | 11.04.17 | The Kent Men of the Tress | Trees in the Village Competition |
| 2 | 12.04.17 | TWBC Planning | CC letter to residents expressing concern about various aspects of a potential development on Site 52, Horns Road. |
| 3 | 18.04.17 | A resident | CC of letter to Head of Planning, TWBC expressing concern about various aspects of a potential development on Site 52, Horns Road. |
| 4 | 19.04.17 | Morgan & Co | Internal Audit for Y/E 31.03.17 |
| 5 | 24.04.17 | Kino | CC letter Greg Clark re: Business Rates |
| 6 | 24.04.17 | A further resident | CC of letter to Head of Planning, TWBC expressing concern about various aspects of a potential development on Site 52, Horns Road. |
| 7 | 24.04.17 | A further resident | CC of letter to Head of Planning, TWBC expressing concern about various aspects of a potential development on Site 52, Horns Road. |
| 8 | 25.04.17 | Hawkhurst PC to Karen Fossett, Head of Planning TWBC | Complaint about compilation and use of facility data in Settlement and Function Study 2017. |
| 9 | 02.05.17 | Karen Fossett, Head of Planning TWBC | Response to HPC letter of 25.04.17 |
| 10 | 02.05.17 | A further resident | CC of letter to Head of Planning, TWBC expressing concern about various aspects of a potential development on Site 52, Horns Road. |

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Agenda Item 9: Finance.

INCOME AND EXPENDITURE APRIL 2017

| | | |
|----------------------------|-----------|------------------|
| Accounts for payment | £ | 15,805.76 |
| Payment received | £ | - |
| Net Expenditure | -£ | 15,805.76 |
| Cambridge & Counties | £ | 75,000.00 |
| Cambridge Building Society | £ | 75,088.42 |
| Lloyds Current | £ | 10,001.00 |
| Lloyds Access Reserve | £ | 63,686.95 |
| Petty Cash | £ | 13.41 |

9.1 Agreement to pay payments schedule.

9.2 Account reconciliation and petty cash check.

Agenda Item 10: Planning

10.1 Planning & Highways Information:

| Ref. No. | Proposal | Location | Comments |
|-----------------------|--|---|---|
| 21.04.17/KCC Highways | Siding works | High Street from Sawyers Green to Philpotts Cross | To cut back grass encroachment on High Street pavement |
| 24.04.17/TWBC | Civic Complex | Central Tunbridge Wells | Consultation on Draft Planning Framework to 1 st June 2017 |
| 25.04.17 | HPC/TWBC/ACRK | Hawkhurst Parish | Housing Needs Assessment |
| 26.04.17 | TWBC Local Plan Consultations Powerpoint | TWBC Borough | Presented to Clerks and Parish Councillors ahead of consultation. |
| 28.04.17 | Issues and Options Planning Consultation | TW Borough 20 Year Plan for growth and development. | 02.05.17 – 12.06.07. Exhibition: Cranbrook Vestry Hall 12.05.17 4-7pm. Online response invited (paper copy in HPC Office). |
| 28.04.17 | Sustainability Appraisal – Issues and Options Report | TW Borough 20 Year Plan for growth and development. | |
| 28.04.17 | Tunbridge Wells Borough Landscape Character Assessment | TW Borough | Comments invited 02.05.17 – 12.06.17. Comments of Land Committee to be submitted. |
| 28.04.17 | SHELAA Call for Sites form | TWBC 2nd invitation to landowners to submit sites | |
| 02.05.17 | SHELAA Interim Draft Report | TWBC Borough | initial report on sites from 1st Call for Sites 2016 |

10.2 Planning TWBC Approved:

| Ref | Proposal | Location | Comments/Valid |
|-------------------|---|---------------------------|---|
| 17/00533/FULL and | Proposed rebuilding of Victorian greenhouses : The Carnation, | The Walled Nursery, Water | Conditions relating to ironwork, timber |

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| | | | |
|---------------|---|-------------------------------|-----------------------------|
| 17/00532/LBC | Cucumber, Pelargonium and Hot House | Lane | and materials. |
| 17/00737/FULL | First floor and roof extension, detached garage, alterations to fenestration, raised terrace and external materials | Yew Tree Cottage, Water Lane | Landscaping scheme required |
| 17/00707/FULL | Demolition of existing garages and erection of 1 detached bungalow | Garages, Murton-Neale Close | |
| 17/00676/FULL | Change of use of ancillary accommodation to holiday let | The Coach House Ashfield Park | |

10.3 Planning TWBC Refused:

| Ref. No. | Proposal | Location | Comments/Valid |
|--------------|---|-------------------------------|----------------|
| 17/00727/LBC | LBC for covering of existing lead valley with timber roof boarding and overlay with fibre glass (works carried out) | Stone Rock House, High Street | |

10.3 Planning Applications received:

[TWBC Planning Portal](#)

| Number | Application No | Proposal | Location | Comments |
|--------|--------------------------------|--|---|----------|
| 3 | 17/01178/FULL | 2 Storey side extension, loft conversion, new roof; minor changes to rear and side single storey sections. | The Spinney, Rye Road | |
| 4 | 17/01194/FULL and 17/00683/LBC | LBC - conversion of a cowshed to a residential space with minor alterations to access. | The Barnyard, Rye Rd | |
| 5 | 17/01223/TPO | Trees - removal of a Hornbeam and a sycamore | 6 Church Walk | |
| 6 | 17/01117/FULL | Demolition of attached garage and erection of 2 storey extension | Meadow Lodge, Talbot Road | |
| 7 | 17/01086/FULL | Proposed new car park and entrance to provide 16 spaces. | The Walled Nursery, Water Lane | |
| 8 | 17/01218/FULL | Rear extension and external alterations to bungalow | Dalby Lodge, Tongswood Drive | |
| 9 | 17/01244/FULL | Orangery to rear of house | Ridge House, High Street | |
| 10 | 17/01285/FULL | Single storey rear extension and internal alterations to ground floor. | The Meadows, Heartenoak Road | |
| 11 | 17/01320/FULL | Construction of single storey commercial building for B1 light industrial use. | Unit 11 Former Nigel Collison Fuels, The Depot, Cranbrook Rd. | |

Agenda Item 11: Burial and Memorial

| Interment Date | Deceased | |
|----------------|---------------------|--------|
| 18.04.2017 | Klim Anthony Foster | Burial |

Agenda Item 12: Notes and Information

| Date | from | subject |
|------|------|---------|
| | | |

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| | | | |
|----|----------|------|---|
| 1. | 21.04.17 | KALC | The Death of Municipal England 20.05.17 |
| 2. | 25.04.17 | KALC | Parish News |
| 4. | 28.04.17 | TWBC | Mid Kent Services Structure |

Agenda Notes for Members:

1. Item 3 on the Agenda, Declaration of Interests. If a Member has a prejudicial interest, this should be declared at the start of the meeting. Personal interests may be declared at this point or alternatively can be declared at the time when the specific item is being discussed, if a Member wishes to speak on an item in which s/he has a personal interest. Members in doubt about such a declaration are advised to contact the Monitoring Officer before the date of the meeting. This may also be used by Members to advise the Council of any relevant changes that may have occurred since they first completed the register of interests.

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