

## **Hawkhurst Parish Council**

### **Meeting: Full Council**

**Date 12<sup>th</sup> November 2018**

### **Copt Hall**

Ref: RG/05/18

**Present:** Mrs. J Newman (Chairman), Ms. C Escombe (Vice Chairman), Mr. J Hunt, Mr. M Appelbe, Mr D. Blackman, Mr. P Jones, Mrs. J Pyne, Dr M Robertson, Mr. M Taylor Smith, Mr. B Fitzpatrick, Mr P Whittle and Mrs. B Weeden.

### **Additional circulation**

Mr. S Holden, Mrs. B Palmer, Mr. P Thomson and Mr. G Bland.

### **Agenda item 1. Adjournment for public speaking**

- 1.1 Cllr Thomson raised a number of points. Firstly, regarding litter picking in Hawkhurst as there appeared a significant amount of litter. Secondly that some of the street furniture was in need of an upgrade compared with Cranbrook.
- 1.2 Cllr Thomson informed the group that he would chase up the issue around the junction of Cranbrook Road and Heartenoak Road from a TWBC point of view.
- 1.3 Cllr Thomson said that he would enquire about the Section 106 agreement for Herschel Place.
- 1.4 Finally, Cllr Thomson informed the Council that he and a number of other Borough Councillors were meeting Stephen Baughen – interim Head of Planning at TWBC regarding Hawkhurst's Neighbourhood Development Plan (NDP) and how it impacts on the emerging TWBC Local Plan.
- 1.5 Cllr Newman picked up the point about litter and that the Council had organised events in the past as had other organisation such as Tesco, but we will look at it again.
- 1.6 Cllr Newman pointed out that the town of Cranbrook has a much bigger precept.
- 1.7 Cllr Newman offered to attend the meeting with Stephen Baughen as she had been heavily involved throughout the development of the NDP. TWBC planning officers were using it for planning applications and she was aware of some recent internal comments. We are all aware that the issue of a 5- year supply impacted the whole Local Plan not just the Hawkhurst NDP.
- 1.8 Cllr Thomson responded the meeting was for Borough Cllrs and he would keep the Parish Council informed.

- 1.9 Cllr Holden (KCC) updated the Council on the progress of the KCC budget review and that hopefully some support had been found to ease but not resolve the budgetary pressures; especially on Social Care.
- 1.10 Cllr Holden is involved in a pilot regarding business rates and will keep Hawkhurst updated.
- 1.11 The Big Conversation – consultation on buses and local transport options – feedback is being analysed and results will be published.
- 1.12 The ongoing saga of HGV's in rural areas is being discussed at the rural area committees – Hawkhurst can feed into the west Kent area group – and a pilot is being set up to try and address the issue.
- 1.13 Cllr Holden has worked with Goudhurst on reclassification of the A Road and suggested that we meet with Goudhurst to progress this in Hawkhurst.
- 1.14 Cllr Holden informed the meeting that a meeting between KCC and the developer regarding the Heartenoak Road and Cranbrook Road junction is happening next week and the Parish Council concerns are being fed into this. He is also liaising with Cllr Beverley Palmer at TWBC regarding the junction issue.
- 1.15 Cllr Holden congratulated the community of Hawkhurst on a wonderful effort for Remembrance Day; from the knitted poppies, the display at Dunks, the parade and Battles Over event. Cllr Holden felt that Hawkhurst and the surrounding villages “did them proud”.
- 1.16 Cllr Taylor-Smith enquired about KCC priorities for developer contributions.
- 1.17 Cllr Holden responded that TWBC negotiate these agreements but KCC feed in with areas such as Highways, Libraries, schools and transport.
- 1.18 Cllr Taylor-Smith noted that it is common that developer contributions may not cover everything.
- 1.19 Cllr Holden responded that the priority for the community is the traffic / highways issue and that would be the KCC priority.
- 1.20 Cllr Weeden raised the point that HGV's often damage cars along Moor Hill.
- 1.21 Cllr Newman thanked Cllr Holden and said that Hawkhurst would contact Goudhurst Parish Council regarding reclassification of roads.

## **Agenda Item 2. Apologise for Absence**

- 2.1 None, but noted that Cllr Mrs L Edmeads has resigned from Hawkhurst Parish Council. Therefore, a two-week period where an election can be called by 10 residents contacting the returning officer at TWBC would start, and if this does not happen then the Council will seek a Co-option.
- 2.2 Clerk to action election notice and if necessary a Co-option notice.

## **Agenda item 3. Declaration of interest**

- 3.1. Cllr Weeden declared a personal interest regarding planning application 84.

## **Agenda item 4. Approval of minutes**

### 4.1 Approval and noting

- 4.1.1 The minutes of the 8<sup>th</sup> October 2018 were approved and signed by the Chairman.
- 4.1.2 The minutes of the Building Committee 15<sup>th</sup> October 2018 were noted.

### 4.2 Matters arising from minutes of the 8th October 2018;

- 4.2.1 Clarify difference in length of time for advertising hoardings (8.10.18 / 4.2.1) – Clerk to pursue further.
- 4.2.2 Twinning Charters (8.10.18 / 4.2.4) – both Twinning Charters are now on file.
- 4.2.3 Hawkhurst Parish Council domain (8.10.18 / 7.2.2) – The Clerk updated the group that the Government's preferred route is [Hawkhurst-pc.gov.uk](http://Hawkhurst-pc.gov.uk). The Council discussed options of [hawkhurstparishcouncil.gov.uk](http://hawkhurstparishcouncil.gov.uk) or [Hawkhurst-pc.gov.uk](http://Hawkhurst-pc.gov.uk) and decided that a report would come to the next meeting for a decision.
- 4.2.4 Commonwealth Canopy tree (8.10.18 / 7.4) – The Clerk is waiting for confirmation of the native tree and when it is to be planted
- 4.2.5 Hawkhurst Neighbourhood Development Plan update (8.10.18 / 7.5) – Cllr Escombe confirmed that the consultation had started – website, posters around the village etc. Cllr Newman asked the Clerk to check the period of consultation.
- 4.2.6 Road junction between Heartenoak Rd and Cranbrook Rd (8.10.18 / 13.1) – This had been discussed in the meeting earlier and Cllr Newman noted the efforts of Cllr Holden and Cllr Palmer in chasing this up.

## **Agenda item 5 Standing reports**

- 5.1 Transport and Highways – Cllr Appelbe stated he is investigating an opportunity regarding KCC grant for neighbourhood transport. The closing date is before the next Council meeting so will liaise with the Clerk as it has budgetary implications.
- 5.2.1 Footpaths – Cllr Robertson stated nothing to report but noted that a young person doing the Duke Of Edinburgh Award had also done litter picking and suggested that litter picking should be done after the autumn.
- 5.2.2 New Community Hall Working Group – Cllr Whittle noted that good progress had been made in discussions with the HCT 2018 Trust and had;
  - visited local community / village halls to learn the good and bad lessons
  - where reviewing current local meeting spaces
  - review of community and group requirements – Drop in session was held on 30.10.2018 at Copt Hall.
  - Arranged consultation with youth group

- Working on a revised draft outline brief for an architect to bring back an indicative outline plan
- Initial research into capital funding opportunities
- Initial research into a business plan.

5.2.3 War Memorial project – Cllr Jones thanked all those who made the Remembrance day such a success. Especially, Freda Cross, Pat Westgate, Karen Mackelden, Sue Jones, Matt Cox and Brian Lewis. Cllr Jones also thanked Cllrs Palmer, Thomson and Holden who have pledged financial support.

5.2.4 Cllr Newman reiterated the Council's thanks and how moving the exhibition in the Royal British Legion was. Cllr Jones said a final report will come to the next meeting.

## **Agenda item 6 – Reports of the Committee Chairman**

- i) Buildings (meeting 15.10.18) Cllr Whittle stated that at Copt Hall the electricity meter has been located and that at the Sports Pavilion the defibrillator and Wi-Fi have been installed plus curtains purchased. At King George V Field the focus will be on the upgrade of the MUGA and then review the improvements to the Changing rooms. In addition, we are re-decorating the Parish Council Office.
- ii) Land (next meeting 26.11.2018) Cllr Robertson raised concern that the Lych Gate at the cemetery was Listed and in need of attention, this may cause a significant cost – will report back via Land Committee.
- iii) Finance & General Purposes (next meeting 19.11.2018).
- iv) Personnel (TBC) – Cllr Fitzpatrick stated nothing to report.
- v) Fete Committee – Cllr Newman noted the hard work the Fete Committee were putting into the forthcoming Winter Festival – Saturday 24<sup>th</sup> November 2018.
- vi) Planning Advisory Committee notes from the meeting 9.11.2018 have been circulated and will be discussed under item 10.

## **Agenda item 7 – Matters for discussion**

- 7.1 Community Hall Working Group Report: Cllr Whittle had earlier given an update in item 5.2.2 and late report was deferred to next meeting.
- 7.2 Inappropriate signage – The signs put up by Countryside Properties Ltd which covered the poppies were generally considered to be disgraceful and Council noted the letter from Mr Lagden, on file. Cllr Newman suggested that the Council write and complain in the strongest possible terms. All agreed.
- 7.3 Cllr Taylor Smith supported the view but asked for consistency as there were a plethora of signs / adverts throughout the village.

- 7.4 The Clerk clarified the situation following discussions with TWBC, the responsible authority for fly posting. Depending upon the sign / advert it could be considered a breach of planning legislation or licensing legislation or Anti-Social Behaviour. In simple terms you need permission to place a sign / advert. A common sense approach is taken by TWBC.
- 7.5 The Clerk gave a number of examples:
- Some residents may put up personal signs such as “reward for a missing cat” which technically need permission but residents rarely seek permission and most likely this would be overlooked.
  - Many community groups do not ask for permission to promote their event and again this is likely to be overlooked. Cllr Escombe sympathised with the community signs but also noted they need to be taken down after the date of an event.
  - Commercial companies will often place signs to promote events and such commercial flyposting is not viewed sympathetically. On receipt of complaint TWBC will normally write to the company concerned.
- 7.6 The Clerk explained that the Parish Council should take a common sense approach and report online to TWBC any fly posting that caused concern.
- 7.7 Cllr Blackman asked should we remove flyposting / signs? The Clerk warned against it as potential damage to the sign / advert could rebound on the Council plus you had to return the sign / advert to the owner. Also in removing the sign / advert you could damage the fence / lamppost.
- 7.8 The general sentiment was expressed by Cllr Pyne who stated “it is absolutely disgraceful that a commercial company rides roughshod over the commemoration of a generation who fought and died for this country.”
- 7.9 It was agreed that the Council would write in the strongest possible terms to Countryside Properties Ltd about their action.

## Agenda item 8. Correspondence

	<b>Date Received</b>	<b>From</b>	<b>Subject</b>	<b>Comments</b>
1	12.10.18	Speedwatch	August and September 2018 data	Clerk to email information
2	25.10.18	Pam Davis	Planning application 18/02366/FULL	
3	26.10.18	Rother District Council	Proposed submission Rother District Development and Site allocation – Local Plan	JN agreed to feedback

4	1.11.18	Mayor TWBC	Invitation to the Remembrance Service at Royal Tunbridge Wells War Memorial 11 November 2018	Chairman declined invitation as she attended Hawkhurst Remembrance Service
5	6.11.18	Mr. & Mrs. Lagden	Countryside Properties Ltd sign	This issue discussed early in meeting

## Agenda item 9. Finance

### 9.1 Income and expenditure as of 9<sup>th</sup> November 2018

Accounts for payment	£	14,026.44
Payment received	£	71,504.03
<b>Net Expenditure</b>	<b>£</b>	<b>57,477.59</b>
Cambridge & Counties	£	77,400.90
Cambridge Building Society	£	75,201.05
Lloyds Current	£	10,001.00
Lloyds Access Reserve	£	106,915.71

9.2 Income, expenditure and payments were approved unanimously.

## Agenda item 10. Planning

### 10.1 Planning & Highways Information: None

### 10.2 Planning TWBC Approved:

Ref	Proposal	Location
18/02512/FULL	Demolition of existing extension and replacement with erection of new entrance with canopy, garage, utility, dining and extended kitchen with first floor study	Woodsden Oast, Water Lane, Hawkhurst, Kent. TN18 5AP
18/02555/FULL	Conversion of integral garage to residential use	Toath House, Ockley Road, Hawkhurst, Kent. TN18 4DZ
18/02413/TPO	Lime (T1) – reduce crown by 40%	3, Highgate Mews, Cranbrook, TN18 4JW
18/02665/TPO	Bay Tree (T126) Fell	Birchfield, Rye Road, Hawkhurst, Kent. TN18 5DA
18/02672/FULL	Demolition of existing porch, erection of front and side single storey extensions and detached garage / workshop	Olyers Farm Cottage, Attwaters Lane, Hawkhurst, Kent. TN18 5AR

18/03088/FULL	Single storey side extension	Whiteswood Farm, Whites Lane, Hawkhurst, Kent TN18 4HP
18/02522/FULL	Minor material amendment: variation of condition 2 (approved plans) of planning permission 16/500797/FULL (Demolition of existing buildings and structures and erection of 16 residential units, together with associated works including new footpath (pavement) along Rye Road and an off-site contribution (£100,000 towards provision of affordable housing) – change in the layout of the turning head at the southern end of the site	Site of former Woodham Hall, Rye Road, Hawkhurst, Kent. TN18 5DA
18/01520/FULL	Construction of a commercial building for B1 light industry, B2 general industry and B8 storage and distribution uses, on land immediately south of Hawkhurst Station Business Park with access, parking and drainage	Kent Woodware Site, Cranbrook Road, Hawkhurst, Kent TN18 5AG
18/02784/FULL	Alterations and two storey rear addition and extension of rear terrace above repositioned garage	Linnet House, Cranbrook Road, Hawkhurst, Kent TN18 4AX
18/02781/FULL	Change of use from residential (Class 3) to mixed use comprising of residential and bed and breakfast accommodation (class C3 and C1)	Meadow Cottage, Rye Road, Hawkhurst, TN18 5DW
18/02947/FULL	Demolition of existing rear extension; replacement one/two storey rear extension	Prospect Cottage, Water Lane, Hawkhurst, Kent. TN18 5DL

### 10.3 Planning TWBC Refused:

Ref. No.	Proposal	Location	Comments/Valid
18/01655/FULL	Demolition of existing cattle barn and poly tunnel and erection of 1 no dwelling including landscape and ecology schemes	Cattle Barn, Potters Farm, Potters Lane, Hawkhurst	The proposal is located in an unsustainable location outside the Limits to Build Development of any settlement, and fails to conserve and enhance the rural landscape and scenic beauty of the Area of Outstanding Natural Beauty

#### 10.4 Planning Applications received: TWBC Planning Portal

No	Application No	Proposal	Location
80	18/03030/LBC	Listed Building Consent - Extension of existing dwelling with linked annex. Construction of car port and garden store	Whites Cottage, Whites Lane, Hawkhurst Kent. TN18 5DD
<p><b>PAC Comment:</b></p> <p>See comments for 18/03029/FULL</p> <p><b>Support.</b></p> <p><b>Council Decision: NA</b></p>			
81	18/03029/FULL	Extension of existing dwelling with linked annex. Construction of car port and garden store	Whites Cottage, Whites Lane, Hawkhurst Kent. TN18 5DD
<p><b>PAC Comment:</b></p> <p><i>Whites Cottage is a listed building situated in a large garden and is surrounded by Whites Wood. The cottage is visible from the road but cannot be seen from any other direction. As it stands, White Cottage does not appear to be well-suited to modern family life e.g. the kitchen is in the entrance hall. Pre-application advice has been sought from TWBC and changes have been made to the application to reflect this advice. For instance, the plan is now for the extension to be positioned behind the house rather than to the side - this reduces the visual impact and will be less detrimental to the material fabric of the listed building. Also rather than one larger combined car port and store, this has been changed to two separate buildings in line with the pre-application guidance so as not to dominate the existing dwelling.</i></p> <p>We appreciate the effort taken to ensure that the proposed extension does not detract from this listed cottage. The annex appears to be modest in relation to the original cottage and the decision to sink it into the ground further minimises its impact.</p> <p>The choice of materials to match the existing cottage complies with HD4 of Hawkhurst's NDP, which expects extensions to be sympathetic with the style of the host house. The use of traditional materials for the proposed car port and garden store are also in line with the NDP.</p> <p><b>Support.</b></p> <p><b>Council Decision (80 &amp; 81):</b> Approve – Unanimously(12), Object – 0, Abstain – 0, Absent - 0</p>			
82	18/03017/FULL	Erection of two-storey extension to the side of the house	Norfricot, High Street, Hawkhurst, Kent. TN18 4XP
<p><b>PAC Comment:</b></p>			

*The proposal is for an oak framed extension to the side of the existing building. This is a large extension - it would appear to almost be the same footprint as the existing house, which has already previously been extended. The proposal is for an oak-framed garden room, with weatherboarding. The house itself is red brick with tile hanging.*

Norfricot is situated outside the LBD in the AONB. We are concerned at the size of the proposed extension, which cannot be described as modest (TWBC H11) in relation to the house as it is currently. Moreover, we note that Norfricot has previously been extended with a two-storey extension. Therefore, we believe that this proposal will take the extension beyond the 50% or 250 cubic metres guidance in H11.

The plans provided are not very detailed, but the proposed design does not appear to be sympathetic to the existing building and therefore does not comply with HD4 of Hawkhurst's NDP.

**Object.**

**Council Decision:** Approve – 0, Object – 11, Abstain – 1 (JH), Absent - 0

83	18/03025/FULL	Erection of a single-storey extension.	Eccleston, Moor Hill, Hawkhurst, Kent TN18 4NY
----	---------------	--	---

**PAC Comment:**

*The proposal is for a small extension at the back of the house. It does not look as if it will impact on neighbouring properties. No one has objected.*

The extension appears to be modest, and we do not feel that it will have a negative effect on the AONB or neighbouring properties.

The materials for the walls will match existing and the overall design appears to be sympathetic to the host house (HD4 of NDP). However, we are concerned at the plan to use fibre cement slate for the roof as opposed to tiles as on the existing roof.

**Support**, but we request that a condition be applied that traditional roofing materials to match existing should be used.

**Council Decision:** Approve – Unanimously(12), Object – 0, Abstain – 0, Absent - 0

84	18/01495/FULL	Construction of a new single-storey dwelling within the grounds of Highgate House.	Highgate Hall, Rye Road, Hawkhurst, Kent TN18 4EY
----	---------------	--	--

**PAC Comment:**

*This is an amendment to the previous application to which we objected. The proposal is now for a single-storey dwelling as opposed to two-storeys. There is still very limited information about proposed finishes etc. There are two objections from residents regarding the original application. The conservation officer supported both the previous application and the current application, subject to conditions that required details of cladding etc. to be agreed. We objected based on the fact it was visually intrusive and inappropriate for the conservation area. We were also concerned about the proximity to residents. The reduction from two storeys to a single storey will reduce the visual impact.*

We remain concerned that this proposal is inappropriate for the location in a conservation area and within the grounds of a non-designated heritage asset. We recognise that the change to a single-storey dwelling reduces the visual impact on the conservation area, and will reduce overlooking of

neighbouring properties. However, our concerns raised regarding the original proposal still stand. We do not feel that this design is sensitive to the local context and does nothing to enhance the conservation area. The proposal is still lacking any detailed information about the finish/cladding, but the options proposed in the initial documentation do not suggest that the end result will be sit well within the conservation area. We also note the concern raised by a resident that this represents overdevelopment of this site, and that this will add further pressure on parking in the development as a whole.

**Object** and refer to Area Planning Committee. Reason: Totally unacceptable in a Conservation Area

**Council Decision:** Approve – 0, Object – 11, Abstain – 0, Absent – 1 (BW)

## Agenda Item 11: Burial and Memorial

Name	Dated	
Anne Mary Bull	9 <sup>th</sup> October 2018	Interment
Mark Gill	27 <sup>th</sup> October 2018	Interment

## Agenda Item 12: Notes and Information

	Date	From	Subject	Comment
1	12.10.18	Wish Valley Surgery	Autumn Newsletter	
2	14.10.18	Home office	Criminal exploitation of children and vulnerable adults – county line	The Councillors expressed general concern about the risks involved and the need to report any suspicious incidents to Police
3	1.11.18	Porchlight	The Autumn 2018 porchlight Post	
4	6.11.18	The Mayor of Tunbridge Wells	Christmas Toy Appeal	
		November	Parish Magazine	

## Agenda item 13: Confidential

None

Meeting closed at 10.05pm

**Agenda Notes for Members:**

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.

Signed.....Date.....  
Julia Newman, Chairman of the Parish Council.