

## Hawkhurst Parish Council

**Hawkhurst Parish Council**

Meeting: **Full Council**

Date: 9<sup>th</sup> May 2016

Ref: nm.

**Copt Hall**

Typed: 17<sup>th</sup> May 2016

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### PRESENT

Mrs. J Newman (Chairman), Mr. M Appelbe, Mrs. M Brinsley, Miss M. Cronin, Mr. P Dartnell, Mr. B Fitzpatrick, Mrs. A Hastie, Mr. J Hunt, Dr M Robertson, Mrs. B Weeden, Mr. P Whittle and Mr. C Williamson.

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### ADDITIONAL CIRCULATION

Mr. S Holden, Mrs. B Palmer, Mr. N. Gray, Mr. G. Bland.

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

1.1 A resident thanked MA for an excellent village magazine but expressed concern at the inappropriateness of an article apparently offering arguments for one side of the 'Brexit' debate. He also believed that many in the village would believe this view represented the view of the Parish Council even though it is no longer connected to the magazine. Members debated this at Item 7 (ii).

1.2 TWBC Cllr Beverley Palmer spoke to congratulate newly elected Members and MC in particular. BP is looking forward to seeing the NDP through.

1.3 KCC Cllr Sean Holden referred to the recent grant on appeal for 65 houses in Sissinghurst on a greenfield site outside the LBD, representing a 30% increase in the size of the village. Despite acknowledging the impact, the objectively assessed housing need is now at approximately 13,000 new houses by 2031 for which the current 6,000 identified housing land supply only represents 2.5 years instead of 5. A new Local Plan will take 2-3 years. There is concern about a 'free for all' for developers in the interim. KCC's initiative is to call Greg Clarke to account and request a re-think. 4,000 houses will be built at Canterbury and 6,000 at Ashford. SH had been to an infrastructure meeting and spoke about the lack of recycling services in the Hawkhurst area. There is concern at the lack of provision there would be if the CAV service was stopped. Cranbrook and Benenden are also concerned. A consultation is underway. S.106 funds are not attracted to waste removal but this will be looked at. SH congratulated the newly-elected Members and Chairman. BW said she had seen current city initiatives for cleaner air and felt that supporting the M25/M26 J5 east-facing slips project would be important for Hawkhurst to lessen HGV traffic and improve our air quality. MB referred to air quality concerns in the NDP due to traffic. SH said he would look into it.

#### **2. Apologies for Absence:**

2.1 Apologies were received from Mr. P Jones.

#### **3. Declaration of interests:**

3.1 PD declared a pecuniary interest in Item 8 (6) as his lodger is employed by the resident who wrote the letter.

#### **4. Approval of minutes of previous meeting**

4.1 The minutes of the Parish Council Meeting of 11<sup>th</sup> April 2016 were unanimously approved.

4.2 The minutes of the Extraordinary General Parish Council Meeting of 25th April 2016 were unanimously approved.

#### **5. Matters arising**

5.1 Transport. MA mentioned concern from a resident at the forthcoming Cranbrook Rd resurfacing closure as it was quite recently done. MA to pass query to the Clerk.

5.2 Youth. JH reported that he had made one visit to the new Youth Club, which was making moderate progress.

5.3 Police. JH reported that Crime statistics were 10, including 1 burglary, and 6 assaults, 1 theft from a vehicle and 2 criminal damage.

5.4 Local Community

Speedwatch – The Suresight Speedwatch SID device is not being part-funded by KCC so the amount of the grant offered by KCC Cllr Holden is now reduced. Clerk to send SH info.

Footpath Map – MR reported a good response to the map now it is in place. He is investigating providing hard copies of the map and of individual walks in the library. MR will involve local schools. He

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is also seeking IT services to create a walks section on the HPC website. PW will place 2 slabs in front of the map for people to stand on. MR suggests retaining a footpaths item on the agenda. All agreed. HCT – VVV's (Veale Wasbrough Vizards) have been in touch and are processing information requested from the Clerk.

### **6 Reports of Committee Chairmen**

- 6.1 Buildings – A meeting will be held on 23<sup>rd</sup> May. More4kidz is making progress at the Sports Hall. MB and BF had looked at some minor complaints relating to the Copt Hall and would action them.
- 6.2 Land – A meeting was held on 18<sup>th</sup> April. KCC made a late start with the grounds maintenance but it is now underway. A plan of action was made for the cemetery regulations non-compliance issues. A BBQ has been authorized for a local company at KGV. Some repairs have been carried out to play equipment and a rolling programme of replacement is to be planned.
- 6.3 F&GP – A meeting was held on May 4<sup>th</sup> to discuss the outcome of the audit and Annual Return. This was examined and reviewed along with each statement of the governance statement and also the auditors letter (see item 7(i)). The F&GP Committee resolved to recommend the Annual Return figures, governance statement and auditor's 3 recommendations to Full Council. The budget review was postponed to July for a full quarter. The risk assessment and asset register were reviewed for recommendation to Members on June 13<sup>th</sup>.
- 6.4 Personnel – meetings for a salary review of the Clerk and deputy Clerk and also for workplace pensions are to be arranged.
- 6.5 Fete – The beacon lighting for HMQ's 90<sup>th</sup> on 21<sup>st</sup> April was well attended with 200-300 there. Happy Birthday was sung to The Queen and 9 salvos of 10 shells were lit. The next event is on June 12<sup>th</sup>. a souvenir programme is being produced, supported by advertising and featuring previous Royal celebrations. There will be a brass band and a senior tea tent for over 75s (22 have requested a place in it so far), subsidised children's rides, a teddy parade and a prince and princess. A grant towards the event of £400 from TWBC has been confirmed. Local commercial and society stalls have been booked.
- 6.6 NDP – JN reported that a meeting was held on 27<sup>th</sup> April. The NDP is now in Regulation 14 with a consultation running until June 8<sup>th</sup> on Version 8 of the Neighbourhood Development Plan and Sustainability Appraisal. The Committee is looking at comments received every 2 weeks. A drop-in event will be held at RBL Hall on Thursday and Friday 12,13 May. Pink posters publicizing it are out around the village at junctions, shops, the library etc. JN is writing a 'for your information' letter to local developers working in Hawkhurst bringing their attention to it including developers for Birchfield, Highgate Hill, Springfield, Station Garage, Babies Castle and Bowles Lodge. Fera believe we can get the NDP to TWBC for to R.16 by mid-July, so in advance of the closure of the call for sites. The NDP ought then to be used as the criteria for site evaluation for Hawkhurst.

### **7 Matters for further discussion**

- 7.1 Audit and Annual Return. Continuing on from his F&GP Committee report, PD reported that 3 action points have been identified by the auditor: improved visibility of the fete committee accounts. He wants to see more formal oversight of the fete committee finances and suggests they should be placed before F&GP each February to ensure sign-off by year-end on March 31<sup>st</sup>. Salaries – the Clerk signs off extra hours for the other 3 staff but hers are not signed off. The Chair of Personnel should sign off the extra hours in future. Bank reconciliation – there are 3 old 2015 £20 hall hire invoices that have been chased but not paid. It was suggested that these should be written off. All agreed these recommendations. PD, supported by MB proposed that *Hawkhurst Parish Council accepts F&GP's review of the governance statements and its recommendation to approve and sign the Annual Return.* 11 voted for with 1 abstention (MC).
- 7.2 Village Magazine. PD reported that he had received a number of letters querying if the Parish Council was responsible to the Village Magazine and articles in it relating to the EU. His response had been that HPC is not responsible for the content other than the Chairman's comment article as it is no longer connected to the magazine. PD thinks this needs to be clearer and proposed a disclaimer at the end of the Chairman's article to say: 'Views expressed elsewhere in this magazine are not necessarily the views of the Parish Council'. MA agreed to include that immediately. JN asked if a counter-view would be included in the next edition but MA said he didn't plan to do that. JH felt political views should not be included but that the editor has the final word. PD had expressed concern before the article was published but was told it was too late to remove it. MA received 5 representations and replied to them all. MA said that he would publish the letter from the resident who had attended. CW felt such articles could displease advertisers and weaken support for grants. It was suggested that the magazine should focus on village issues and also consider putting the opposite view. All agreed.
- 7.3 Permission for use of KGV for HGBS annual event, including a bonfire. Since Circus Field had been lost, CW had been looking for a new site for the HGBS annual event and felt KGV had good potential.

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CW had proposed a small bonfire at the end of the avenue of limes and fireworks to be launched from the field behind KGV, accessed from Stream Lane, following negotiations with the owner. HGBS are committed to section off the junior and senior football pitches and work around fixtures. JN felt the trees could be damaged and suggested moving the bonfire beyond the trees. JH also expressed concern about damage to the trees and felt a large bonfire was more desirable so the siting needed review. VW planned to ask permission year on year. PD asked if other sites had been considered. CW replied that the Oak and Ivy field was too small. Of other sites, farmers would only offer grazing land and not arable so this was the best of the alternatives. A request for a site had been in the last HGBS programme for Hawkhurst but received no response. CW also described an idea to make a separate gate onto Hastings Road which would be useful to exit cars when KGV was in use for fete parking and through which the bonfire societies could parade. JN said this needs more discussion. JN, supported by MA proposed that *permission for HGBS to use KGV field be given subject to a new location being found for the bonfire*. 7 voted for, with BF and CW voting against and with 3 abstentions.

**7.4 Outdoor Gym proposal.** PD reported that the suggestion for this had come from a resident. Tesco offer local community funding from their 5p plastic bag receipts for open space projects. There are 3 grants – of £8,000, £10,000 and £12,000 and the suggestion was for an outdoor gym at Heartenoak Field, which the Parish Council could make an application for funding for. AH supported a climbing wall, but JH felt an outdoor gym had wider age appeal. It was felt that proposing sports facilities at KGV as the identified centre for sports facilities better reflected the policies of the NDP. AH offered to help PD in putting the grant bid together for the June 3<sup>rd</sup> deadline. It was agreed that PD would put a proposal together in consultation with the resident and Members would indicate their support by email to him.

### 8: Correspondence

	Date Received	From	Subject	Action
1	20.04.2016	Kent County PFA	Thank you for £50.00 grant.	Noted
2	20.04.2016	Morgan & Co.	Internal Audit to 31.03.2016 comments	See Item 7 (i)
3	26.04.2016	KCC Earl Bourner/ Cllr Sean Holden	Hedge cutting on Rye Road	Noted
4	27.04.2016	Kent County PFA	£20 annual fee request	Agreed by all, per AGM 09.05.2016
5	27.04.2016	Residents	Location of Commemoration Oak	Ask Dan Docker TWBC's opinion. Clerk to inform resident.
6	29.04.2016	Resident	Brook House planning application	PD has replied on behalf of the Council and had invited the resident to the Council Meeting.
7	02.05.2016	Resident	Colour of shop on Rye Road	Clerk to reply.
8	03.05.2016	Mrs C Williamson	Award of KALC Community Award	Noted
9	03.05.2016	A resident	Discontent about the Annual Parish Assembly, extraordinary general meeting and other Parish matters.	MB to reply.
10	09.05.2016	Sport England	Unsuccessful MUGA refurbishment bid.	Noted
11	09.05.2016	HH Speedwatch	Thanks for assisting in obtaining new SID device with grant funding.	Noted

### 9: Finance

#### INCOME AND EXPENDITURE APRIL 2016

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Accounts for payment	£	9,886.68
Payment received	£	3,485.00
<b>Net Expenditure</b>	<b>-£</b>	<b>6,401.68</b>
Cambridge & Counties Reserve	£	86,147.60
Lloyds Current	£	10,065.00
Lloyds Access Reserve	£	93,245.67
Petty Cash	£	64.66

9.1 Payments were examined and voted for unanimously.

9.2 PD confirmed that he had checked the petty cash and the bank rec.

### 10. Planning

#### 10.1. Planning & Highways Information:

Ref. No.	Proposal	Location	Comments
KCC	Zebra crossing,	Rye Road, Tesco to All Saints	Would cost in region of £15,000. KCC won't fund. Clerk to approach Tesco and West Kent Housing to fund.
TWBC planning enforcement	Illuminated sign	Freeman Forman, High Street	Electricity supply now disconnected.
TWBC planning enforcement	Purple painted shop	Maison Meubles, Rye Road	It is within Permitted Development Rights (2015), which applies in conservation areas unless the building is listed. This is not listed, so allowed.
UK Govt. & Parliament	Give PCs right to appeal planning decisions	HM Govt. petition, supported by NALC	Insufficient signatories for parliamentary debate. Govt opinion is planning system contains adequate checks.
DHA Meeting 20.04.2016	Potential relief road and houses	Hawkhurst Golf Course	Landowner's agent request of meeting to discuss. Relief road and housing suggested by agent.
KCC	Parking Spaces	The Colonnade	Remove Highgate Hall space and add a space at the Colonnade, west end.
KCC Highways	Road Closure	9 <sup>th</sup> May 2016, Water Lane	1-3 days 7.30am – 7pm. Being challenged by St Ronans.

#### 10.2 Planning TWBC Approved:

Ref	Proposal	Location	Comments/Valid
16/501203/FULL	Variation of Conditions 2 and 9 (15/509949/FULL erection of 3 dwellings) re: windows first and ground floor on House type A, including Juliet balcony	Watkins and Doncaster, Conghurst Lane	
16/501397/LBC	LBC to provide temporary polycarbonate covering over Vinery	The Walled nursery, Water Lane	

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	for 5 years and deconstruction of Carnation House pending reconstruction.		
16/501379/FULL	Demolition of existing double garage and erection of a single storey one bedroom dwelling	Belgrave, 2 Woodbury Road	
16/502829/ADJ	Two storey hen house/outbuilding (retrospective)	Sugar Loaf Cottage, Gingerbread Lane	
16/502397/TCA	Fell 1 maple conservation area	6 The Hawthorns, Talbot Rd	
16/501873/FULL	Alterations and single storey extension	3 Selwood Villas	
16/501837/FULL	Single storey side extension with roof lantern	The Old Post Office, Gills Green	
16/501594/FULL	Construction of a 2 storey extension and replacement and enlargement of existing single storey extension	Rowland Farm, Hensil Lane	
16/501033/FULL	Single storey side extension and replacement of existing conservatory to rear with a single oak frame summer room	Pine Trees, Rye Road	
16/501928/LBC	LBC for removal of kitchen/dining room wall for new kitchen layout; new window to north wall and glazing to internal south wall.	Home Farm, Water Lane	

### 10.3 Planning TWBC Refused:

Ref. No.	Proposal	Location	Comments/Valid
16/501936/FULL	Single storey extension with roof lights and a first floor extension to the front, and 2 storey rear/side extension and conversion of the existing stable block	Sisley Oast, Sopers Lane	Design and scale overwhelms and destroys character and appearance of the existing oast.

### 10.4 Planning Applications

Nu mb er	Applicatio n No	Proposal	Location	Comments	Decisi on	Agr ee	Agai nst	Abst ain	Pla n Ctt ee
9	16/502297/ FULL	Change of use from retail shop to 3 apartments with alterations to doors and fenestration	The Charity Shop, Cranbrook Road	This is an unusual and prominent building with a strong historical connection to Hawkhurst and deserves to be well treated. It is not felt that this proposal is sensitive to the character and heritage of the building, the top flat is too small for comfortable habitation, the development is over-intensive and there is already pressure on parking in the vicinity which would be added to on the edge of a	Against	JH	10	MC	Y

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				congested major route into the village.					
10	16/502969/ FULL	Minor material amendments to 15/500780/FULL . Variation of condition 2 for plots 4,5,6 to insert rear roof lights and roof space accommodation.	Station Garage, Gills Green		Agree	11		MC	N
11	16/502967/ FULL	Erection of detached timber garage with car port and log store in front garden	Ashmount, Rye Road		Agree	11		MC	N
12	16/502759/ FULL	Erection of 3 DDA compliant classrooms with decking and boardwalk	St Ronans School, Water Lane		Agree	11		MC	N
13	16/502747/ FULL	LBC for access off slip mill lane and parking/hardstanding	Slip Mill, Slip Mill Lane		Agree	9	JH	MC, AH	N

### 11 Burials and Memorial

Interment Date	Deceased	
29 <sup>th</sup> April 2016	Joan Evelyn Plank	Burial

### 12 Notes and Information

12.1

	Date	from	subject
1.	12.04.2016	KALC	The Parish News (newsletter)
2.	12.04.2016	KALC	DCLG responses to NALC on national local govt. issues
3.	26.04.2016	Hawkhurst Primary School	2016 Time Capsule contents
4.	29.04.2016	Fete Committee	Minutes 19.04.2016
5.	03.05.2016	KCC	Kent Minerals & Waste Local Plan 2013-2030 progress.

### 13 Confidential

13.1 Members were updated on Ockley Allotments.

13.2 Members were updated on All Saints Church.

### 14 Closure

14.1 The meeting closed at 22.15

### 15 Future Meetings

15.1 The next meeting of the Parish Council will be at Copt Hall on Monday 13<sup>th</sup> June 2016 commencing at 19:45.

Signed.....Date.....

Julia Newman, Chairman of the Parish Council.