

Hawkhurst Parish Council

Hawkhurst Parish Council

Meeting: **Full Council**
Date: 12th Dec 2016
Ref: NG.
Typed: 20th Dec 2016

Copt Hall

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.

ADDITIONAL CIRCULATION

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

- 1 **Adjournment for public speaking.**
- 1.1 TWBC Cllr Beverley Palmer passed on information about the UKPN Priority Service Register she had received for the Clerk to place on Village noticeboards and the Facebook page. BP has called in the Highgate Hill Planning application revision. JN voiced concern that planning officers may prioritise development over adjacent residents, which would not be acceptable. MB asked if TWBC had yet met with Greg Clark MP to discuss local planning cases. BP said not and now GC has moved portfolio they have not been successful with Savid Javid, the new Minister for DCLG either. MB believes a meeting with Greg Clark was still relevant as our local MP.
2. **Apologies for Absence:**
- 2.1 Apologies were received from Mr. P Jones, and Mr. C Williamson.
3. **Declaration of interests:**
- 3.1 PW declared a personal interest in Planning Items 79 and 83 as he knows the owners of the properties. MB declared a pecuniary interest in Planning Item 89 and will leave the room during its deliberation. She wished to stress that she is not one of the applicants as mistakenly suggested by TWBC. The Clerk noted that all Members know MB and therefore all share a personal interest in planning item 89. AH declared a personal interest in Planning Items 80 and 86 as she knows the owners of the properties.
4. **Approval and Noting of minutes of previous meetings**
- 4.1 i) The Minutes of the Parish Council meeting held on 14th November 2016 were received.
ii) The minutes of the F&GP Committee 21st November were noted.
iii) The minutes of Fete Committee 8th, 23rd and 29th November 2016 were all noted.
- 4.2 **Matters Arising from the Minutes**
- 4.3 i) Councillor's allowance (7.3, 14.11.16). The Clerk explained that HPC has no power to reimburse general expenses other than for travel. MR suggested KALC could be lobbied for a better version of the allowance to permit this. AH said that she wanted to support the councillors allowance as otherwise it risks making involvement in councils exclusive to those who can afford it. The allowance opens this up and makes it more attractive. It doesn't mean Members have to accept the allowance but otherwise the current set-up excludes some people. MC described her findings at Rustington Parish Council where £516.60 is paid to each parish councillor as an allowance, going through PAYE. 15 or the 16 Councillors are elected and all 15 take the allowance. The Chairman receives an additional £500. This has been running for at least 15 years. Initially some didn't take the payment but supported those who did. If HPC went ahead at £550 (10% of TWBC Allowance) it would cost Hawkhurst residents 26p per year per Councillor in receipt of it. This would reflect the workload, responsibilities and time commitments of councillors. From the TWBC precept, parishes receive about 3p of every £1. The cost of 2 Members at £1100 would be approximately 1% of the HPC precept. The numbers accepting would most likely grow gradually, the burden wouldn't arrive all at once. MC felt it would be an important and positive gesture to lead the way with this in our Borough and important for the future. It is an hour to serve the community but some Members may feel embarrassment at requesting reimbursements, but an
- 4.4
- 4.5

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allowance would alleviate that. AH stressed that this would be an allowance, not pay. AH, supported by MC proposed that Hawkhurst Parish Council introduces a Councillors Allowance from April 2017 that Members can choose to receive or not. 4 voted in favour, with 6 against and JN abstained.

MR, supported by JN proposed that *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.* 10 voted for with an abstention from MC.

MB suggested the Parish Council revisits the issue in 2018/2019.

MC left the meeting at this point as her son was poorly.

ii)KALC award nominees. The Clerk announced that the nominees are: Keith Brown, Derek Sedge, Anne Wheelhouse and Iain Dodson.

iii)JN announced that PD and AH were prepared to push forward with a search for sites in the form of a working party. PD reported that All Saints Church had not sold at the auction that day.

iv)Planning Committee. JN reported that at least 2 Members were keen to put a planning committee together. MB suggested that a planning committee would be most useful for identifying issues with large, new developments and that Full Council could then continue to consider normal applications. JH believed there should either be a separate committee or all Members consider all applications. AH, supported by MR proposed HPC introduces a planning committee which reviews all planning applications and makes recommendations to Full Council. JH then counter-proposed, supported by MA that *Hawkhurst Parish Council makes no changes and that all planning applications are discussed as now at Full Council.* This was supported with 6 in favour, 4 against and AH's proposal therefore failed. JN stated that she and AH will not be considering planning applications as they do not have time.

5. Standing reports

5.1 Transport. The Transport Accessibility Group have met and heard about a government funded feasibility study to integrate bus services with volunteer drives for volunteer services to hospitals etc. Tunbridge Wells and Ashford are being considered initially. Train times and buses often have poor integration.

5.2 Youth. HPC is supporting 2 dance sessions for the Youth Group using the new facilities at Bowles Lodge. JH felt the first session was disappointing. There was low participation, with 6 or 7 attending and poor attention. He had expressed concern to the leader of the youth club. BW suggested it may be better to relocate it to Copt Hall after the second session. It will be kept under review.

5.3 Police. JH reported that Crime statistics were 12 for October, including 1 burglary, 1 burglary other than a dwelling, 4 theft, 1 making threats 1 taking a motor vehicle and 4 assaults.

5.4 Local Community

- a. Speedwatch – a meeting took place on December 1st with Speedwatch and Matthew Balfour and Roger Wilkin of KCC. JN attended and reported that it was constructive. RW said that more speeding would occur if the streets were cleared of parked cars. Earl Bourner will be met with to discuss practical, less expensive measures to reduce speed.
- b. Footpaths – MR has met with the manager at Waitrose to discuss relocating the footpaths map. It was a productive meeting but clear that there is no money to change what is now there. The map can be brought forward to stand in front of the fence and the top bar of the fence taken down. MR is obtaining quotes for this. The Clerk will ask TWBC to relocate the bin in front of the space. MR is meeting with Earl Bourner of KCC on Dec 20th to discuss hedge and pavement problems, particularly on the High Street to the hospital.
- c. HCT – The Clerk reported that the outstanding queries on the draft constitution had been resolved by VWV. VWV have confirmed that the constitution will need approval before its submission to the Charity Commission.
- d. Car Parking. MB reported that other parish councils have found car parks expensive to run due to high business rates and resurfacing costs.

6. Reports of Committee Chairmen

6.1 Buildings – the next meeting will be on December 19th. The outside of the Copt Hall has now been decorated. The inside will be decorated next, budgeted for in 2016/17. KCC have offered the opportunity to bulk-buy LEDs lanterns at £300 each, which will be discussed at Mondays' meeting. MC has asked to join Land Committee.

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- 6.2 Land – A meeting was held on 28th November. The 2 picnic tables have been stolen from Heartenoak playing field overnight on December 4th. All agreed that an insurance claim should be made. The excess is £250. Bark has been ordered for the play areas and Charles Brinsley and Phil Hazell will put it down this week. The Committee will review provision for the skate park report if there is cash remaining in their budget at the end of the financial year. The budget for 2017/18 was passed unanimously by the Committee. The major outlay on it is the new climbing frame for KGV playground. Quotes have been invited from 3 companies for a 'turnkey solution' (installation including safety matting and with a 20 year guarantee). £12,500 is allowed for in the 17/18 budget and HPC will be applying for up to £4K KCC/TWBC funding (deadline 30 Jan). 3 alternative styles offering activity for an age range of 3-14 years have been identified varying from £11,250 to £16,000 (with discount for an order by 31st December). All are in metal to last in the local wet clay soils. Members felt that the Uranium model at £16,000 offered considerably more than the cheaper models and represented better value for money. Members agreed that the £3.5K overspend could be covered from year end surplus or reserves if the grant funding fell short. JH, supported by MB proposed *Hawkhurst Parish Council should buy the Uranium model by Lapsett*. This was unanimously supported.
- 6.3 F&GP – A meeting took place on November 21st when Committee Members agreed a final draft budget, subject to Buildings Committee's final viewing on 19th December and Full Council on January 9th. Funds reserved for the All Saints Church project have been mainly moved to create provision for the new climbing frame, leaving a residue towards a new Community centre project. £5.2K was added to this to create the £12.5K KGV climbing frame provision. The effect is a 6.4% over-all rise on 2015/16, representing an increase of £1.91 per year against a Band D property.
- 6.4 Personnel – MB stated that Hawkhurst Parish Council has now been joined up to the Peoples Pension as its workplace pension.
- 6.5 Fete – Minutes were noted at Item 4.1 (iii). In CW's absence, the Clerk read a statement from him to say that the Christmas Fair went reasonably well and that 50% of the Raffle proceeds would be benefitting Akeomi Trust to the tune of £343, the other 50% going into Fete Committee funds for future events. The Fete Committee also wished to express their thanks to Andy Clarke and his team of volunteers who put the Christmas trees up in the village this year.
- 6.6 NDP – JN reported that the examiner has suggested that HPC ask TWBC to carry out screening reports to determine if SEA and HRA Assessments should be carried out. This has been requested and received. Ashdown Forest would be the only designated Habitat relevant for HRA and Hawkhurst is not nearby. SEA was also not felt to be required. The clerk will speak with Feria to agree cover letter wording before forwarding the reports to the examiner.
7. **Matters for further discussion**
- 7.1 Development Strategy Review – This had been reviewed by F&GP and a draft version with tracked changes circulated to Members. JN supported by MB proposed *Hawkhurst Parish Council accepts the draft version of the Development Strategy recommended by F&GP for 2016/17*. This was unanimously accepted.
- 7.2 HCT 2016 – The latest draft governing document from VWV was reviewed. JN explained that this CIO will be separate from HCT as adapting the old HCT proved to be very hard and agreement was received from the Charity Commission to move the assets to a separate charity with a compatible object. BW felt that the 'cart was before the horse' and it was hard to approve the CIO when she wasn't clear what it will do. JN pointed out that in the Development Strategy, 3.1 commits to creating an independent charity that will act as a community trust. Furthermore, the 4 HPC nominees for the CIO creates an HPC link to it. BW believes HPC will be handing over some of its own responsibilities to the CIO. She went on to say that when HPC took on Copt Hall, they didn't realize it was a permanent endowment and is unclear if the CIO and HCT can both run together. JN explained that the governing document for HCT is old and inflexible and hard to use. It is easier to set up a new trust than adapt HCT. The old HCT trust will be unaffected by the new CIO trust. JN said that if the question is why do a CIO now, the answer is that the village will have a new facility and it will need people to run it. The prevailing view is that it should not be run by a parish council. If HPC waits until the centre is set up, there will be too much else to do and if it is done beforehand, HPC can gather together useful input from skilled people in the community. JN thinks it will be useful to have them in place ready so that if and when a site is identified, they are ready to act. BW asked if HCT will do nothing in relation to the new hall. JN clarified that when Copt Hall goes, HCT will have to decide what to do with its funds. Also, HPC will only have 4 people on the new trust. MB queried the purpose of section 10.1.5 of the new governing document. It was agreed that the Clerk would look afresh at this section, explain it to MB and that approval of the document would be moved onto January's agenda.

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8 : Correspondence

	Date Received	From	Subject	Action
1	16.11.16	Jane Lang TWBC	A Housing Needs survey for Hawkhurst will be prioritised in the 17/18 budget.	Noted
2	18.11.16	Cranbrook & Sissinghurst PC	HPC to confirm if it wishes to retain or surrender stake in shared SID.	<i>Members agreed to surrender Hawkhurst Parish Council's share of the SID. Clerk to notify Cranbrook Clerk.</i>
3	21.11.16	Transport Accessibility Group	Invitation for £15 membership	<i>Members agreed to pay this membership.</i>
4	30.11.16	The Peoples Pension	Confirmation of HPC's registration	Noted
5	30.11.16	A resident	CC of comments on 16/07090/FULL Highgate Hill	Noted
6	04.12.16	A resident	CC of comments re: tree on Circus Field under planning application 16/07090/FULL	Noted
7	06.12.16	A resident	CC of comments on 16/07090/FULL Highgate Hill	Noted
8	05.12.16	The Counselling Centre TW	<i>Request for grant.</i>	<i>Members unanimously agreed to pay a grant of £120 under their powers of S.137 LGA 1972.</i>
9	06.12.16	TWBC Street Scene	CCTV to combat fly tipping	Noted
10	09.11.2016	A resident	CC of letter to TIM Archer re: Planning application 16/07092, concern about traffic and bus congestion on Highgate Hill	Noted

9: Finance

INCOME AND EXPENDITURE NOVEMBER 2016

Accounts for payment	£	7,147.55
Payment received	£	3,389.64
Net Expenditure	-£	3,757.91
Cambridge & Counties	£	75,000.00
Cambridge Building Society	£	75,000.00
Lloyds Current	£	10,001.00
Lloyds Access Reserve	£	89,035.18
Petty Cash	£	35.41

9.1 Payments were examined and voted for unanimously.

9.2 JN confirmed that she had checked the bank rec. The Clerk had checked the petty cash.

9.3 It was unanimously agreed that *JN and MB would sign the Direct Debit mandate in favour of Peoples Pension.*

10. Planning

10.1. Planning & Highways Information:

Ref. No.	Proposal	Location	Comments
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22/11/2016	Letter to Kelvin Hinton, TWBC requesting SEA/HR screening of Hawkhurst NDP.	Hawkhurst NDP	Response to Planning Examiner
15/510058/FULL; APP/M2270/W/1 6/3164203	Appeal against refusal for conversion to 5 dwellings	Methodist Church, Highgate Hill	Appeal lodged.
TWBC	New Local Plan powerpoint	TWBC Borough	
12/12/16	Rother District Council	Development and Site Allocation Local Plan consultation.	

10.2 Planning TWBC Approved:

Ref	Proposal	Location	Comments/Valid
16/06553/LBC	Renovate 1905 conservatory, replace timbers with accoya.	Southgate, Little Fowlers	
16/06683/FULL	New single storey conservatory to rear	6 Red Oak	
16/06715/OUT	single dwelling on land adjoining The Hexagon	The Hexagon, Oakfield	
16/06795/FULL	Construction of 2-storey detached garage	Hillside Cottage, Cranbrook Rd	
16/06604/ADV	New signage	Royal Oak Hotel, Rye Road	
16/06543/FULL	External oxygen store	Hawkhurst Castle, Cranbrook Road	

10.3 Planning TWBC Refused:

Ref. No.	Proposal	Location	Comments/Valid
16/06573/ADV	Advertisements	Hawkhurst Castle	Scale, design, finish out of scale with rural setting and visually intrusive in AONB. Scale would be a distraction to motorists so could endanger public safety.
16/06524/FULL	Demolition of cowshed and erection of granny annexe	Martlets, North Hill Rd	Would not be modest; not in scale with existing dwelling; detract from character and setting of site; encroachment of built form into countryside; harm AONB; lend itself to future subdivision as a separate dwelling.
16/06241/FULL	Change of use of units and outside area for dog daycare and dog training	Unit 5,6,and 7 Springfield Industrial Estate, Cranbrook Rd.	Due to the noise generated, which would result in an unacceptable impact on the residential amenity of nearby occupiers.

10.4 Planning Applications

Number	Application No	Proposal	Location	Comments	Decision	Agree	Against	Abstain	Plan Cttee
79	16/07225/	Single storey rear	14 Fieldways		Agree	8			PW,J N

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	FULL	extension, loft conversion and roof improvements						N	
80	16/07205/ FULL	Internal alterations, extension to garage, demolition of lean-to and new dining room extension	Woodsden Oast, Water Lane		Agree	8		AH, JN	N
81	16/07306/ FULL	Rear and first floor extension, construction of garage and gym outbuilding with noise attenuation fencing	Wyndham House, Delmonden Lane	HPC agrees this subject to the planning officer considering a reduction in the height of the noise attenuation fencing which at 3.5m is felt to be too high and inappropriate in an area of AONB.	Agree	9		JN	N
82	16/07367/ FULL	Demolition of existing porch and construction of replacement porch	Snoring Cat Cottage Slip Mill Lane		Agree	9		JN	N
83	16/06802/ FULL	2 Storey side extension with integrated garage	4 Fieldways		Agree	8		JN,P W	N
84	16/07413/ FULL	Proposed demolition of existing rear extension and construction of single storey extension for larger kitchen diner and link to existing annexe	Moor Lodge Talbot Road		Agree	9		JN	N
85	16/07077/ FULL	Proposed demolition of existing building and erection of 9 detached dwellings with garaging, parking and new access	Brook House, Cranbrook Road	Of the 9 houses, 5 have no working chimney, contrary to HD4 of Hawkhurst Neighbourhood Plan; the weatherboarding proposed is not of wood, contrary to HD4; no design is shown for the bus stop and we would welcome room dimensions on the drawings to evaluate compliance with the NDP.	Against	JH	7	JN,P D	N
86	16/07198/ FULL	Erection of a summer house	Skelcrosse, Horns Hill		Agree	8		AH,J N	N
87	16/06666/ FULL	additional window to first floor elevation. Retrospective consent for rooflight on right flank roofslope	2 Gingerbread Lane	HPC has approved the first floor window but is concerned by the apparent intrusion of privacy for the neighbour with the rooflight.	Against	3	5	JN,M R	N
88	16/07521/ LBC	Conversion of ancillary accommodation for Slip Mill to self-contained 4 bed dwelling with curtilage and , internal alterations and	Granary Cottage, Slip Mill	This proposal takes down 2 working chimneys but does not replace them, which is contrary to HD4 of the Hawkhurst Neighbourhood Plan.	Against	JH	7	JN,M R	N

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		conversion of former stable							
89	16/07506/ FULL	change of use of annexe to residential dwelling	Duvals Farm, White Lane	HPC agrees this subject to a condition being attached to say 'the occupation of the dwelling shall be limited to the applicant as long as he/she is solely or mainly employed in the locality of agriculture as defined in section 336 of the Town and Country Planning Act 1990'.	Agree	8		JN, MB left room	N
90	16/07537/ FULL	First Floor and roof extension, raised rear terrace	Yew Tree Cottage, Water Lane		Agree	9		JN	N
91	16/07281/ FULL	New single storey front extension	25 Smugglers		Agree	7	PD, JN BW		N

11 Burials and Memorial

Interment Date	Deceased	
	None	

12. Notes and Information

12.1

	Date	from	subject
1.	16.11.16	NHS West Kent CCG	Patient Newsletter
2.	21.11.16	Kent and Medway NHS	Connected Mental Health magazine
3.	23.11.16	KCC and Medway NHS	Transforming health and social care
4.	28.11.16	KALC	The Parish News
5.	28.11.16	NALC	The benefits of membership
6.	03.12.16	HH Speedwatch	Meeting held 01.12.16

13. Confidential

13.1 None

14. Closure

14.1 The meeting closed at 22.13

15. Future Meetings

15.1 The next meeting of the Parish Council will be at Copt Hall on Monday 9th January 2017 commencing at 19:45.

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

Julia Newman, Chairman of the Parish Council.