

Hawkhurst Parish Council

Hawkhurst Parish Council

Meeting: **Full Council**
Date: 14th Nov 2016
Ref: NG.
Typed: 21st Nov 2016

Copt Hall

PRESENT

Mrs. J Newman (Chairman), Mr. M Appelbe, Mrs. M Brinsley, Miss M. Cronin, Mr. B Fitzpatrick, Mrs. A Hastie, Mr. J Hunt, Dr M Robertson, Mrs. B Weeden,

ADDITIONAL CIRCULATION

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

1 Adjournment for public speaking.

- 1.1 Jeremy Barnard, Manager of Waitrose Hawkhurst addressed the meeting. He described how Hawkhurst and its surrounding area had been identified as the correct demographic for Waitrose. Waitrose only represents 5% of the UK supermarket industry so can lose out to the 'Big 4' on securing premises but Waitrose acquired 2 sites from Budgens – Hawkhurst and a site near Leicester. They have retained many of the Budgens staff and added many more jobs. They are trading at 15% above budget and some of the local traders are also reporting an increase in trade as more and new shoppers visit Hawkhurst. Waitrose are pleased that they are making the trading environment in Hawkhurst more successful. As for parking, people are getting used to the 2 hour restriction, but do soon over-stay if it is not enforced. Waitrose are keen to engage with the community and offer help where they can. The green token scheme awards a share of £500 to 3 local charities a month in proportion to the number of tokens they achieve. So £6K is given per year in this way. They are offering coach parking on Nov 26th for bonfire societies for the HGBS event for example as a one-off. He described how Waitrose is not linked to the stock market as it is owned by its 'Partners'. Decisions are therefore made differently to other high street retailers. MB suggested that in support of Hawkhurst's NDP and its emphasis on keeping things green, perhaps a low hedge could be planted in front of the fence in front of Waitrose car park. JB agreed to take this suggestion back to Waitrose. He said there were no plans to put 2 trees back into the car park that had been removed. BW remarked on the success of the new traffic flow through the car park now that people were getting used to it.

2. Apologies for Absence:

- 2.1 Apologies were received from Mr. P Dartnell, Mr. P Jones, Mr. P Whittle and Mr. C Williamson, Mrs. B Palmer, Mr. N. Gray, Mr. G. Bland.
Mrs Hastie had notified the Clerk that her arrival would be delayed.

3. Declaration of interests:

- 3.1 MA declared a personal interest in Planning Item 68 as he knows the owner of the property.

4. Approval and Noting of minutes of previous meetings

- 4.1 The Minutes of the Parish Council meeting held on 10th October 2016 were received.
4.2 The Minutes of the Extraordinary General Meeting of the Parish Council held on 5th October 2016 were received.
4.3 The Minutes of the Extraordinary General Meeting of the Parish Council held on 2nd November 2016 were received.
4.4 The minutes of the Land Committee 27th September, the NDP Committee 19th October, the Buildings Committee 24th October and of Fete Committee 11th October 2016 were all noted.
4.5 Matters Arising from the Minutes – none were raised.

5. Standing reports

- 5.1 Transport. The Transport Accessibility Group is responding to the KCC consultation. See Item 8.11 about the 349 bus.
5.2 Youth. A price has been received from Bowles Lodge for hire of their gym and from More4Kidz leader Sarah Allen for tuition and JH will discuss the idea of street dance classes there with Youth Club to be funded from the Youth budget.
5.3 Police. JH reported that Crime statistics were 8 for October, including 1 burglary, 1 attempted burglary, 1 burglary other than a dwelling, 1 theft, 2 making off without paying and 2 assaults.

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5.4 Local Community

- a. Speedwatch – a meeting is set for December 1st with Speedwatch and Matthew Balfour and Roger Wilkin of KCC. JN will attend and is keen to support support for Speedwatch, which she feels is of great importance to the community.
- b. Footpaths – MR has been looking at the Walkers are Welcome movement and will find out how it could work for Hawkhurst. It involves signs, posters and promotion and the endorsement of the parish council is required for membership. He will talk to the rambling groups and report back to the next Full Council Meeting (FCM). He has been looking into the state of the pavements with Peter Emberson, who has created a 10 bullet point evaluation system. MR offered to take on responsibility for pavements in the community on behalf of Hawkhurst Parish Council. All Members gratefully agreed. JH noted that access to the footpath map at Waitrose car park is now difficult and would like to see it moved closer to the pavement. MR replied that the map is now concreted in, but he will approach the Manager at Waitrose and see what steps could be taken to improve access.
- c. HCT – JN reported that a draft constitution had been received from VWV which The Clerk and she had reviewed and raised some queries with VWV. Clerk to chase 2 outstanding responses. BW suggested that depending where the new community centre goes, we might need a different trust. JN believes it is broadly enough constituted to cover any site. BW believes HPC may not wish to give control to a trust on an HPC owned site.
- d. Car Parking. MB reported that Caisters are now paying RBL to park 5 of their customers there. Dumped bottles and other refuse have continued to be a problem at Fowlers Park even when bottle banks are only part full. Some of this may be commercial. MC asked if CCTV could be fitted there but AH responded that it is very expensive. It was agreed to get a proper sign made stating Commercial waste could not be left there. Perhaps MA could stress this in the Magazine and the Clerk could reinforce this on Facebook. The Bowles Lodge Completion has much improved the availability of parking at Fowlers.

6 Reports of Committee Chairmen

6.1 Buildings – a meeting took place on 24th October. The outside of Copt Hall is in the process of being repainted. The budget for 2017/18 is being considered and replacement of 3 streetlights is currently being put in place.

6.2 Land – There has been no meeting since 26th September. The next meeting is due on November 28th.

6.3 F&GP – The next full meeting is scheduled for November 21st when it is hoped to finalise the budget.

6.4 Personnel – MB stated a Personnel Committee Report will be presented in confidential at Item 13.4.

6.5 Fete – Minutes were noted at Item 4 (vii).

6.6 NDP – JN reported that replies had been supplied to the examiner for her questions thus far but no further feedback had been received. Ads will be placed locally when the referendum becomes due.

7 Matters for further discussion

7.1 Workplace Pension. MB had circulated information on behalf of the Personnel Committee on The Peoples Pension, NEST and Now Pension for consideration by Members in advance of the Meeting, together with figures for the different Tiers of contributions. Personnel Committee favoured Peoples Pension as following an initial joining fee, charges on contributions were lower than the two alternatives. People's Pension also deal with tax at source, making it easier for employees. The Tier 3 contribution at an optional contribution level of 6% could equate to £91.57 per month for HPC. If the KCC Local Government Pension scheme were used, the contribution would be 28% and more like £427.33 against the same pay. MB, supported by JN proposed that *Hawkhurst Parish Council appoints Peoples Pension as its Workplace Pension Provider*. This was supported with 8 in favour and 1 abstention MC.

7.2 Personnel Committee would like to recommend to Full Council that *Anita Maxwell's job title be upgraded from Assistant Clerk to Deputy Clerk with immediate effect*. MB supported by MA proposed this change and it was unanimously supported.

7.3 Councillors' Allowance. MC described previous concern that granting councillors' allowances would add cost to residents but she stated that the addition per household would be very small and the benefit could mean attracting new potential councillors who needed to pay for forms of care to create time to fulfill their duties. Furthermore even agreeing the allowance still permitted councillors not to claim for it if that was what they personally wished. MC felt this was important for the Council in the future and showed the council did not discriminate against residents who might otherwise serve, thereby widening the demographic of ages, family situations and occupations of serving councillors. HPC is happy to pay

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travel expenses and MC feels this is just a different expense and no different. AH responded that she initially felt any payment could put Members in a difficult position but has since learnt that Borough Councillors receive a significant allowance to give people the means to be involved. She felt most Members probably wouldn't claim, but that it would bring people into the role. It was noted that no other parishes in the borough were yet paying the allowance despite its introduction in 2002. MA felt the allowance would be good for young parents but also for full time carers. BW did not agree in principle as she felt it should be a privilege to offer something to your community. MC responded that it could cost £40 for half a day's childcare to visit All Saints Church for example. MR said he wouldn't want to accept an allowance and being a volunteer was important to him. However he does not want people to be penalized who also want to serve as councillors. He would support paying child care expenses but not a blanket allowance. Clerk will enquire of the Independent Remuneration Panel at TWBC and also KALC. AH agreed she felt it was a different and more comfortable moral relationship with reimbursement of expenses than an allowance. BW felt an allowance could attract people for the wrong reasons. MC felt was important to make this statement about being inclusive. All agreed to defer the matter to FCM 12.12.16 so the Clerk can investigate reimbursement of child care expenses.

7.4 KALC Awards – Members need to send nominations to The Clerk ahead of December's meeting.

7.5 Settlement Role and Function Study. This must be returned to TWBC planning team on Tuesday 15th November under an extension, so Members were asked for any additional comments ASAP.

7.6 Community Centre next steps. This was deferred to December FCM 12.12.16.

8 : Correspondence

	Date Received	From	Subject	Action
1	10.10.2016	KALC	69 th AGM 19.11.2016	Noted.
2	18.10.2016	A resident	Signage at Hawkhurst House	Noted.
3	21.10.2016	Pageantmaster Bruno Peek	WW1 Beacons of Light	Members agreed to take part in WW1 Beacons of Light 2018.
4	24.10.2016	Mayor of TW	Christmas Toy Appeal	Noted.
5	25.10.2016	A resident	Speeding on Cranbrook Road in 40mph zone, support requested for 30mph zone.	All agreed to support an extension of the 30mph zone. Clerk to write to the resident.
6	25.10.2016	KALC	Policing in Kent survey	AH volunteered to submit for HPC.
7	04.11.2016	A resident	Cc re: Fireworks type and noise for HGBS event	Noted.
8	04.11.2016	Porchlight	Funds request	MB supported by MR proposed a grant of £100 to Porchlight under S.137 LGA powers.
9	07.11.2016	Lambert & Foster	See item in Confidential 13.(ii)	Noted.
10	09.11.2016	Relate	Thank you for donation.	Noted.
11	09.11.2016	Derrick Coffee	Request to support reinstatement of Sunday Bus 349 to coast.	All agreed to support this. Clerk to write to Mr Coffee.
12	14.11.16	Paddock Wood TC	Invitation to Clerk to Launch of Hop Pickers Line Interpretation and Waymarking Scheme 22.11.16	Noted.
13	14.11.16	CC Matthew Balfour	Letter to resident re: 40mph Cranbrook Rd.	Noted.

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			Traffic data survey due early December.
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9: Finance

INCOME AND EXPENDITURE OCTOBER 2016

Accounts for payment	£	13,366.62
Payment received	£	57,001.50
Net Expenditure	£	43,634.88
Cambridge & Counties	£	75,000.00
Cambridge Building Society	£	75,000.00
Lloyds Current	£	10,001.00
Lloyds Access Reserve	£	91,480.97
Petty Cash	£	58.41

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.

10. Planning

10.1. Planning & Highways Information:

Ref. No.	Proposal	Location	Comments
17.10.16	R16 NDP Consultation, Strutt & Parker	Allocations in Hawkhurst	Forwarded to Kelvin Hinton, TWBC 18.10.16
25.10.16	Naming of road	Circus Field development	<i>HPC agreed to put forward its preference as Herschel Place.</i>
25.10.16	HPC suggested responses to Call for Sites	Hawkhurst. Re: new Local Plan.	TWBC to seek responses spring 2016. Members to give additional comments to Clerk by end Dec.
08.02.16	Meeting with HPC and Dandara.	Call for sites - Site 78, access from Copthall Avenue.	Meeting attended by JN, MB, JH, BW, BF, MA. Clerk to send notes of meeting to all Members.

10.2 Planning TWBC Approved:

Ref	Proposal	Location	Comments/Valid
16/06245/FUL L	Retrospective – erection of fence and walls to front boundary	Sunny Mead, Slip Mill Lane	
16/06442/FUL L	Conversion of part of existing retail shop to residential unit at ground and 1 st floor.	Trills, Cranbrook Road	
16/06304/FULL	Alterations and extensions to former bank to create 2 residential units.	Barclays Bank plc	
16/054846/LBC	External decorations and signage	Royal Oak, Rye Road	
16/06461/FULL	Single storey rear/side extension	4 Aurania Villas, Cranbrook Rd	

10.3 Planning TWBC Refused:

Ref. No.	Proposal	Location	Comments/Valid
16/06494/NMA D	Addition of a blind dormer	11 and 19 Smugglers	Proposal considered to be material and require a full application.
16/06253/FUL	Creation of a driveway with	2 Gills Green	No on-site turning space and

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L	a dropped kerb	Cottages	inadequate visibility so harmful to highway safety.
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10.4 Planning Applications

Discussion took place as to the desirability of creating a Planning Committee within HPC to make recommendations to FCM. Some Members feel planning dominates FCM to the detriment of other matters. Training from TWBC and on NDP would be made available. To be discussed specifically at FCM 12.12.16

Nu mb er	Applicatio n No	Proposal	Location	Comments	Decisio n	Agree	Ag ain st	Abst ain	Plan Ctte e
62	16/06543/F ULL	External oxygen store	Hawkhurst Castle, Cranbrook Road		Agree	7	MC	MR	N
63	16/06795/F ULL	Construction of 2 storey detached garage	Hillside Cottage, Cranbrook Road		Agree	6	MC	MA,B W	N
64	16/06524/F ULL	Demolition of barn/cowshed and erection of ancillary building for use as a granny annexe	Martlets North Hill Road	HPC agrees this on the condition that the annex cannot be separated from the main house and sold separately.	Agree	All			N
65	16/06604/A DV	Collection of new signage outside, some illuminated.	Royal Oak Hotel, Rye Road	Permission granted					
66	16/06666/F ULL	Additional window to 1st floor rear elevation	2 Gingerbread Lane		Agree	All			N
67	16/06959/F ULL	Demolition of large conservatory and replacement with ashlar stone single storey extension.	Elm Hill House, High Street		Agree	All			N
68	16/06839/L BC	LBC for work on half of the roof.	2 Conghurst Cottages, Conghurst Lane		Agree	All			N
69	16/06636/F ULL	Addition of rear facing roof extension and 2 rooflights to front plus amendment to single storey extension permission TW/16/504367.	1 Homewood Cottages, Ockley Road		Agree	All			N
70	16/07114/L BC	LBC to remove internal wall between kitchen and dining room; install double doors and window to kitchen; reposition exiting kitchen window.	Old Highgate House, Rye Road.		Agree	All			N
71	16/07062/F ULL	2 storey rear extension, infill of terrace to create	Sisley Oast, Sopers Lane		Agree	8	BW		N

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		new kitchen/living area; new porch canopy; conversion of stable block to rear; additional rooflights and changes to fenestration.							
72	16/06241/FULL	Change of use of units and outside area for dog day care and dog training	Unit 5,6,7 Springfield Industrial Estate	HPC agrees subject to any issues of noise nuisance being investigated by the environmental protection team.	Agree	All			N
73	16/07018/FULL	Part retrospective - construction of a swimming pond	Cowden Farmhouse, Horns Road		Agree	All			N
74	16/07124/PAYPH	Payphone kiosk removal	Slip Mill Lane, Gills Green		Agree	All			N
75	16/07123/PAYPH	Payphone kiosk removal	4 Throws Post Office, Rye Rd		Agree	All			N
76	16/07090/FULL	Variations of conditions 2,3,4,5,6,7,8,9,10,11,12,13,14,16,17,18,19 of application 14/503346/FULL	Land to west of Lorenden Park and The White House, Highgate Hill	*Comments below, prepared at meeting held 16.11.16 and from email comment from all Members.	Against	8		MC	Y

* Hawkhurst Parish Council feels that the housing types offered instead of those accepted by the inspector under Condition 2 show an overall diminution in character and richness of design features, particularly in relation to porches, finishes and windows contrary to NPPG section 7 56,57. Further, it is concerned at the noise disturbance of loss of amenity of peaceful enjoyment in their gardens that the residents of Fairview will experience with the new road proposed to the northern boundary of the site. Hawkhurst Neighbourhood Plan is emerging and at examination, its final stage before referendum. It therefore demands significant consideration.

- The market housing mix with 13 x 4 bed and 6 x 5 bed houses makes these almost 50% of the mix. This is contrary to Policy HD2 which prioritises one and 2 bed units in particular.
- This application does not meet the required minimum space standard per RIBA and Policy HD3; for example the average 3 bed house type offers 83 sq metres and not 85 sq metres per RIBA and the house type designs are therefore contrary to Policy HD3.
- No ground floor flats or houses have been specially designed for the disabled or elderly with associated disabled parking contrary to HD2 and HD3. The 2010 Buildings Regs require certain adaptations for disablement, but there is no evidence of 3 ft door frames, adequate turning, adaptable downstairs cloakrooms or wetrooms. Provisions such as sliding or outward opening doors, non-slip flooring, 1.8m corridors, ramps and handrails are absent. There is no Access Statement for disablement per M4(3)(2a). It is unclear if Lifetime Homes standards have been used overall.
- Out of the 62 dwellings only 10 have working chimneys, which is contrary to policy HD4 'the interior design of all new residential properties should include provision for working log burners through the inclusion of a working chimney.' This supports renewable energy and the local logging industry.
- Policy HD3 states 'car parking should be discreet with proper provision for off road parking. Extensive use is made of tandem parking (plots 38,39,62,61,60,27,9,8,7,44,45,43,20,21 for example) which encourages parking on the road and overspill onto grass verges. Most of the flats have only 1 parking space and there is a shortage of visitor parking, all of which is felt to be contrary to Policy HD3.
- The plan shows all the garden boundaries are board and picket fences, not mixed native hedges, which is contrary to Policy HD4.
- There are no deep front garden spaces, which is contrary to Policy HD4. We feel that this reflects the very urban nature of this housing estate, which is at odds with its rural setting.
- Policy HD4 states that construction materials and finishes should be of a restrained palette of local materials, colours and textures. In contrast, this application offers:
Hardiplank weatherboarding made of cement composite, but it should be locally sourced wood;
Roof tiles Imerys made in Northern France instead of local new Kent Peg Tiles;
Brick Coleridge Yellow is not conducive to a rural setting;
Paint and stain colours rely on Ruby Red, Gentian Blue and Turquoise Green which are suburban choices and a more heritage palette should be used with more colour variety, more conducive to Hawkhurst's evolved rural setting.
It is therefore felt that these choices of materials are contrary to Policy HD4.
- Policy HD1 seeks the careful phasing of any new housing clusters and HD2 looks for development which is designed for an ageing population and a good social mix. This however is felt to be an un-imaginative ribbon development on a spine road and very urban in nature. It would do better to have clusters of houses around green spaces, giving the occupants a sense of inclusiveness and community befitting to its rural setting.

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Furthermore, the 5 smaller roads lack a hammerhead or turning space for dustcarts and emergency vehicle access. The private footpath from the estate to Highgate Hill between The White House and Lorenden Park must have a solid non-slip surface (not gravel) for pushchair, wheelchair and mobility scooter users. It should be 1.8m wide.

Hawkhurst Parish Council will not be taking on the cost of running or maintaining any lighting in the scheme.

There has been an illogical use of tactile pavement in only one location. More should be included at the significant intersections throughout the estate and particularly at the estate entrance onto Highgate Hill.

Provision is being made for wildlife but what provision is being made on the open spaces for children to play?

Given the slope on the site there is considerable concern about changes to natural drainage and better use of rain-porous surfaces rather than hard landscaping. Can porous surfaces be more widely used? Also, where do the southerly attenuation ponds drain off to as residents in Theobalds have had difficulty with house insurance for flood risk due to the ponds close by.

Hawkhurst Parish Council welcomes the development of a construction management plan. We also welcome the Transport Welcome pack but please note that the car park does not belong to the primary school, as shown. Bottle banks at Fowlers car park could also be mentioned.

11 Burials and Memorial

Interment Date	Deceased	
31 st October 2016	Phyllis Ada Catt	Burial

12. Notes and Information

12.1

	Date	from	subject
1.	13.09.16	TWBC	Minutes of Parish Chairs Meeting 13.09.16
2.	20.09.16	KALC	Minutes of Tunbridge Wells Area Committee meeting 20.09.2016
3.	Oct 2016	Speedwatch	Stats for Sept and Oct 2016 and year to date.
4.	03.11.16	KCPFA	Oct newsletter
5.	07.11.16	KALC	Emergency Planning and Resilience Conference 14.12.16
6.	09.11.16	Transport Accessibility Group	TAG submission for Local Transport Plan Consultation Document.

13. Confidential

13.1 Confidential Minutes of 2nd November were accepted.

13.2 A letter marked confidential was noted.

13.3 A representation received for funding a village amenity was notified. *Members voted against Parish Council involvement at this point.*

13.4 A report from the Personnel Committee was presented and noted. *Members voted in favour of permitting the Clerk to revoke her notice.*

14. Closure

14.1 The meeting closed at 22.27

15. Future Meetings

15.1 The next meeting of the Parish Council will be at Copt Hall on Monday 12th December 2016 commencing at 19:45.

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

Julia Newman, Chairman of the Parish Council.