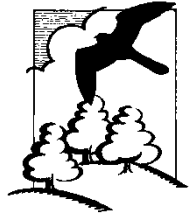


HAWKHURST PARISH COUNCIL



MINUTES

11th March 2019

ELECTION OF VICE CHAIRMAN – Cllr Martin Taylor-Smith was elected Vice Chairman

Present: Cllr C Escombe (Chairman), Cllr M Taylor-Smith (Vice Chairman), Cllr B Weeden, Cllr B Fitzpatrick, Cllr J Hunt, Cllr P Whittle, Cllr P Jones, Cllr M Appelbe, Cllr J Pyne and Cllr R Lusty.

1. ADJOURNMENT FOR PUBLIC QUESTIONS AND COMMENTS:

A resident spoke regarding planning application 19/00067/FULL emphasizing that the proposed bungalow was against Hawkhurst NDP, far too big for the garden, it would have a major impact on them as a neighbour and that there is a covenant on the land that restricts building.

A resident spoke regarding Sherrard House planning application emphasizing that nothing had changed from the original proposal that had been turned down: outside Limits to Build, within ANOB, Greenfield site, against Hawkhurst NDP, limited bus service, no social benefit – against Housing Needs survey and land registry check covenant on the land that restricts building.

Cllr B Palmer raised the point that the new waste contract was about to start, the roll out in Hawkhurst is planned for September 2019: weekly collection of food waste, alternate fortnightly collections of garden and general waste plus returning bins to location and “Hit Squads” if problems with uncollected waste or waste in the street.

Cllr P Thomson raised the concerns about sewage problems in Hawkhurst, the current system is not coping so how will it with extra houses?

Cllr S Holden raised the point that he is continuing to work on reducing HGV’s in rural areas and that Clamping of illegally parked HGV’s has started to be used.

Cllr Lusty asked the question why is the charge for garden waste £52, more than the cost of the service and £20 more than some other districts in Kent? The Cllrs

responded that they disagreed with the charge in principle and that the extra funding generated would go into the central TWBC pot.

Cllr Taylor-Smith asked would the new waste collection contract have lids for the bibs, as paper, cardboard and plastic bottles get blown around and cause problems in the streets.

Cllr Whittle raised the question of the mad proposal to introduce yellow lines along the majority of both sides of Copt Hall Avenue – which means residents would be forced to park somewhere in Hawkhurst – if they can find a space.

All Cllrs agreed that this was completely impractical and both TWBC and KCC Cllrs would clarify the situation of the yellow lines.

2. APOLOGIES AND REASON FOR ABSENCE: None

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.*

Cllr Weeden – planning application 109 and 112

Cllr Pyne – planning application 112

Cllr Fitzpatrick – planning application 112

Cllr Lusty – planning application 109

Cllr Escombe – planning application Sherrard House

4. APPROVAL OF MINUTES:

5.1 Approval

i) Council unanimously approved the Minutes of the Parish Council meeting held on 11th February 2019. (Cllr Weeden abstained as she was not present)

5.2 To note

i) The minutes of Finance and General Purposes Committee 18th February 2019 were noted.

6. MATTERS ARISING FROM THE MINUTES

i) Countryside Properties Ltd (14.2.19 – 7.VIII) – The Clerk to follow up with Cllr P Jones and Hawkhurst Poppy Appeal.

ii) Cllr J Hunt asked about the enforcement of illegal signage – Clerk to follow up.

Agenda Item 7: Planning

7.1 Planning Applications received: [TWBC Planning Portal](#)

No	Application No	Proposal	Location
109	19/00067/FULL	Erection of a single storey one-bedroom bungalow with pitched roof	4 Hunters Cottages, Conghurst Lane, Hawkhurst, Kent. TN18 5EA

Background:

The proposal is to build a one-bed bungalow on land within the curtilage of a listed building. It would be timber boarded with a slate roof. There would be two parking spaces although there is no information as to where these would be situated, which is a concern raised by Highways. This land is currently used as a garden by No 4. However, it is not adjacent to number 4. It is adjacent to 3 Hunters Cottages. The garden is situated between the cottages and the bowls club. There are no comments from residents online. But we have received a letter objecting (in the file) and believe that a number of neighbours, including the Bowls Club have written to object to this development. Although not evident from the paperwork submitted, we believe that the access to this site is actually more restricted than it appears, as a local company rents parking spaces for their vehicles, to which they would need to retain access.

Comments:

Insofar as this is a one-bed bungalow, it can be considered a modest property and to meet the type of housing need identified in the NDP. However, other than this, the application does not comply with the NDP.

This is a new dwelling in a garden, outside of the LBD and well beyond walking distance of shops or amenities. Therefore, this is not in line with HD1 of the NDP.

The application is vague (for instance, there is nothing to indicate the colour of the timber boarding), and it does not address/meet the design requirements of HD4. There is no consideration as to the impact on the listed buildings or on the local landscape etc.

We are particularly concerned about the impact on 3 Hunters Cottages.

In line with NPPF paragraph 13, this application conflicts with Hawkhurst's up-to-date NDP and so permission should not be granted.

In addition, we understand that there is a covenant that restricts building on the site, can TWBC Planning Services liaise with TWBC Legal Services to clarify this point

Conclusion:

We are **opposed** to this development for the reasons outlined above.

Voting

In favour 0, against 8, abstain 2 (Cllr BW and RL)

Decision: Oppose

110	18/03708/FULL	Erection of double garage	Silverley, Slip Mill Lane, Hawkhurst, Kent. TN18 5AD
<p>Background: <i>The proposal is to erect a double garage at the front of this site. It would be a traditional style oak garage with a slate roof. The garage would be positioned on the existing parking and turning area, which is raised above the height of the road and the driveways to neighbouring properties. No comments from neighbours.</i></p> <p>Comments and Recommendation: The garage would be positioned at the front of the site and would be elevated above road level. There is no screening and it would be a long way in front of the line of all the buildings along this part of Slip Mill Lane. As a result, it would have a significant impact on the street scene. Therefore, we object to this application.</p> <p>Voting In favour 1 (Cllr JH), against 8, abstain 1 (Cllr TS)</p> <p>Decision: Oppose</p>			
111	19/00063/FULL	Erection of replacement garage with linking extension to main dwelling and room in roof space above including dormer; rear extension with room in roof above; two pitched roof dormers to the rear elevation and two pitched roof dormers to front elevation; single-storey side extension between outbuilding and main dwelling to create habitable room; alterations to fenestration.	Hartland, Gills Green, Hawkhurst, Kent TN18 5ET
<p>Background: <i>This a two-storey extension to the front and rear of the property, plus a single-storey extension to the side. Materials have been chosen to match existing. The garage is very close to the boundary with Santers Court and this will become two rather than one storey and will be right on the boundary. The front extension will also be very close to the boundary with Ellerslie Cottage. No comments from neighbours.</i></p> <p>Comments and Recommendation: We note that materials have been chosen to match existing and in that respect the proposal complies with the NDP. The site is outside the LBD and so should comply with H11. No volume calculation has been provided, but this appears to be a big extension that would dominate the host house. Moreover, we are concerned about the impact on the neighbouring properties in Santers Court and Ellerslie Cottage. We feel this is over-intensification of the site. Therefore, we object to this application.</p> <p>Voting In favour 0, against 10, abstain 0</p> <p>Decision: Oppose</p>			
112	18/03958/FULL	Demolition of existing dwelling. Construction of a new residential development for seven dwellings.	Little Acorns, Woodbury Road, Hawkhurst, Kent TN18 4DD
<p>Background: <i>The existing property is a bungalow and it is proposed to replace it with 3 x 2-bed properties and 4 x 3-bed properties. There will be 16 parking spaces (2 per house, with 2 for visitors).</i></p>			

All market housing. Proposed materials are brick walls, fibre cement slate roof and white UPVC windows and doors. Some but not all of the site is within the LBD. The land adjoins Ancient Woodland. The proposed development will extend well beyond the existing building onto fields, towards the Ancient Woodland.

Comments from residents – 6 objections – development on farmland, damage to Ancient Woodland and wildlife, increased traffic, pedestrian and road safety, impact on neighbouring properties etc.

Comments:

We have serious concerns about this application. We recognise that this is a small-scale development and so is of an appropriate size in terms of Hawkhurst's NDP. However, it does not comply with HD1a as it does not demonstrate effective physical integration with the existing settlement patterns found in and around Hawkhurst. We note that the proposed housing mix is in line with the requirement for smaller properties identified in HD2, but it does not make any contribution to affordable housing. The NPPF paragraph 63 indicates that in designated rural areas a contribution to affordable housing can be sought from developments of 5 units or fewer. Our view is that given the pressing need for affordable housing in Hawkhurst, if this application were to go ahead, it should make a contribution to affordable housing.

The development is proposed in an area of Hawkhurst which already has considerable issues with traffic and parking – a point highlighted by a number of residents. The traffic survey indicates an extra 29 trips a day and says that this will not have an impact. But local knowledge makes it very clear that it will.

The application form states the development will have no likely impact on protected and priority species or important habitats etc. This simply cannot be accurate. This land is adjacent to an Ancient Woodland and the plan shows a path providing direct access to the Ancient Woodland. Local residents have expressed their concerns about the impact on wildlife and made the point that ecology reports for nearby applications have identified numerous protected species (including particularly rare bats). At the very least, the applicant must provide the appropriate environmental/biodiversity reports. In addition, there is no tree survey, and this needs to be undertaken.

There is no indication that any consideration has been given to HD3 of Hawkhurst's NDP either in terms of a variety of housing designs, accessibility or encouraging efficient use of water and energy, and locally sourced and recycled materials.

There is no evidence that HD4 has been considered: no thought appears to have been given to the local vernacular of Hawkhurst; it is not proposed to use traditional materials; there are no chimneys. As it stands, the application conflicts with the following sections in the NDP: locality, tradition, integration, discretion, sustainability and resource efficiency. It does not meet the design guidance notes on pages 48 and 49 as the front gardens are very limited and the proposed parking is overly dominant in the street scene.

The application does not address the impact on the AONB despite extending beyond the LBD. The development will extend well beyond the footprint of the current dwelling into undeveloped farmland. Again this is contrary to the NDP.

Paragraph 172 of the NPPF states that great weight should be given to conserving and enhancing landscape and scenic beauty in AONB and that conservation and enhancement of wildlife should also be considered. It states that the scale and extent of development should be limited and planning permission should be refused for major development. Footnote 55 of the NPPF states that for the purposes of paragraph 172 it for the decision-maker to decide whether a proposal is a major development. Therefore, we would urge

TWBC to consider this as a major development, given the proximity to the Ancient Woodland and the encroachment into the AONB. We do not believe that there are exceptional circumstances or that this proposal can be demonstrated to be in the public interest.

In line with NPPF paragraph 13, this application conflicts with Hawkhurst's up-to-date NDP and so permission should not be granted. Given that our NDP is less than 2 years old, TWBC only needs to be able to demonstrate a 3-year supply of housing (paragraph 14), which it can do.

Conclusion:

We are **opposed** to this development for the reasons outlined above.

There is a concerning lack of information provided for this application. If the applicant wishes to pursue this application, we would expect to see the following: documents showing the street scene in the context of surrounding properties, rather than just within the development itself; a design and access / planning statement demonstrating how the proposal meets the requirements of Hawkhurst's NDP; environmental/ecology reports, tree survey etc.

Given the adverse impact that this development would have on Hawkhurst and the AONB were it to go ahead, we would like to make the following S106 request: a contribution of £10,000 towards Heartenoak playground, in addition to our request that this development should be expected to contribute to affordable housing in Hawkhurst.

Voting

In favour 0, against 8, abstain 3 (Cllrs, JH, BW and JP)

Decision: Oppose

Application number 18/00057/FULL Sherrard House

Cllr Escombe noted that the comments of the resident should be added to the council letter to object – which had been circulated earlier to Councillors.

It was agreed unanimously to object.

Application number 18/01065/FULL – Fieldways

The early debate regarding inappropriate yellow lines in Copthall Avenue should be reemphasized to the objection letter - which had been circulated earlier to Councillors.

It was agreed unanimously to object.

Cllr Jones raised the point that a local resident had got TWBC to confirm that the font in All Saints Church would be protected and preserved.

7.2) Section 106 requests - Planning Advisory Group 8.3.2019 section 106 request included above in 112

7.3) Planning information, applications approved and refused by TWBC are on file

8. MATTERS FOR FURTHER DISCUSSION:

8.1 Revised Hawkhurst Neighbourhood Development Plan report

Cllr Escombe introduced the report outlined that the review focused on minor amendments and updates rather than reviewing policy, this would occur later in the year after the TWBC Draft Local Plan had been published for consultation. Following a debate, it was agreed unanimously to adopt the Hawkhurst Neighbourhood Development Plan 2019 as attached in **Appendix A** of this report and seek Tunbridge Wells Borough Council to adopt (Made) it.

8.2 Personnel Committee report

Cllr Fitzpatrick introduced the report and following a debate it was agreed unanimously (note Cllr Jones abstained) that Council adopts the following;

- The Health and Safety Statement, attached in Appendix A of this report
- Lone Working Policy, attached in Appendix B of this report
- New Councillor Induction Programme, attached in Appendix C of this report
- Councillor Leaving Programme, attached in Appendix D of this report

8.3 Improved services to the community report

Cllr Escombe introduced the report raising the issue that we were listening to resident's concerns and this was the first step in improving our service to the community. Following a debate, it was agreed unanimously to adopt the following

1. Hawkhurst Parish Council to use Hawkhurst Library on a Monday morning between 9:30am and 11am from April 2019
2. Councillor photos on noticeboards and website
3. Noticeboard on the outside of the sports pavilion
4. All committee meetings to start at 7:45pm
5. Stand / stall at village Summer fete and Winter festival
6. Increase the external caretaker to 37 hours per week (specific details in confidential report)
7. Virement of the following to cover increased cost of external caretaker:

No	From	Amount	To
1	New Community Centre project – Consultancy fees	£2,000	Administration - wages
2	New Community Centre project – Legal fees	£5,500	Administration - wages
3	Cemetery – general repairs	£1,500	Administration - wages
4	Information service – population survey	£2,000	Administration - wages
5	NDP	£1,500	Administration - wages

6	Copt Hall – general repairs	£1,000	Administration - wages
	Total	£13,500	

8. Within 2018/19 budget constraints the Clerk to report back with an Accrual list to the next Council meeting.

9. Hawkhurst to take part in the national spring clean event – actual date to be confirmed with stakeholders.

8.4 Finance and General Purposes Committee report

Cllr Escombe introduced the report and following a debate it was agreed unanimously to:

1. Adopt the Reserves Policy as set out in **Appendix A** of this report
2. Adopt Asset Policy as set out in **Appendix B** of this report
3. Subject to the Asset Policy being agreed report back with an updated Asset Register and inventory.
4. to appoint Collectmywaste as commercial waste contractor for Copt Hall, Sports Pavilion and Cemetery from April 2019, with a third of the cost to the Land Committee and two thirds of the cost to the Buildings Committee

8.5 Hawkhurst Parish Council Five Year Strategy 2019 – 2024 report

Cllr Escombe introduced the report and following a debate it was agreed unanimously to approve the Hawkhurst Parish Council Five Year Strategy 2019 – 2024 as set out in the report.

8.6 Discuss public feedback from Golf Course Public Exhibition

The Clerk explained the importance of ensuring that Councillors did not pre-determine themselves, they could only discuss what the public had told them rather than express their own views.

Cllr Jones raised the point that he felt Cllr Appelbe had already done this and Cllr Weeden felt that the Hawkhurst Parish Council disclaimer should be more prominent in the Village Parish Magazine. Cllr Escombe explained that this was being looked into and the debate was about hearing the views of the public regarding the golf course exhibition.

Cllr Weeden noted that the public comments to her were we would not be a village anymore and traffic would be worse.

Cllr Fitzpatrick stated the Rotary Club were concerned that the relief road would not work

and it would be worse with more lorries turning at the crossroads in the village.

Cllr Hunt noted the public felt it was not very professionally exhibition.

Cllr Jones felt that 10 out of 10 people had been against the development

Cllr Whittle noted that the public had expressed concerns about the amount of proposed housing and would the relief road work.

Cllr Lusty noted the public had expressed confusion about the boards, no link to Flimwell junction and limited details on housing.

Cllr Pyne noted that residents were concerned about being cut off in some sections of the village from the high street

Cllr Appelbe said the public had expressed concerns about another load of housing, the relief road was unclear about laybys for the bus stops and community land was at the bottom of a steep hill.

Cllr Taylor-Smith stated that social media raised – overdevelopment, increase in traffic and lack of infrastructure i.e. schools

Cllr Escombe said the public had mentioned that a section of the village would be trapped, although some mentioned if we had to have housing better at Golf Course than elsewhere

Cllr P Thomson added that it amounted to a 25% increase in the size of the village.

Cllr Escombe put forward the motion that the Council should not use public money to undertake a referendum or poll if the golf course planning application because we are only a consultee not a decision maker, we could not implement the result of the referendum or poll. We will of course continue to listen to resident's views.

Cllr Weeden and Cllr Taylor-Smith supported the Motion.

The motion was carried by 8 in favour, Cllr Jones against and Cllr Hunt abstained.

**Note Annual Parish Meeting 29th April 2019, at Hawkhurst Primary School,
7:00pm for a 7:30pm start**

9. REPORTS OF COMMITTEE CHAIRMEN AND UPDATES

- i) Buildings – notes to be circulated but agreed LED lights in the Parish Office and caretaker had fixed the Copt Hall leak, but need lights survey doing.
- ii) Land – next meeting 25.3.2019
- iii) Finance & General Purposes – see report
- iv) Personnel – see report
- v) Community Hall Working Group – verbal update
- vi) Transport and Highways – NA
- vii) KALC meeting – Cllr Escombe noted the aim of more joint working, speed limits, work on social rented property rather than affordable housing
- viii) Fete Committee – Cllr Hunt asked for a report on Council support for the next meeting, agreed and Cllr Escombe offered her Chairman's 2018/19 allowance to purchase a Christmas tree.

Agenda Item 10: Finance

INCOME AND EXPENDITURE FEBRUARY 2019 for FCM 11.03.19

Accounts for payment	£	5,711.67	to 11.03.19
Payment received	£	6,884.25	to 28.02.19
Net Expenditure	£	1,172.58	
Cambridge & Counties	£	77,400.90	to 30.04.18
Cambridge Building Society	£	75,339.40	to 31.12.18
Lloyds Current	£	10,000.00	to 28.02.19
Lloyds Access Reserve	£	78,758.63	to 01.02.19

10.2 Agreement to pay payments schedule agreed

10.3 Account reconciliation agreed

Agenda Item 11: Correspondence

	Date Received	From	Subject
1	15.2.2019	Citizens Advice Tunbridge Wells and District	Thank you for the grant of £250
2	18.2.2019	The Counselling Centre	Thank you for the grant of £150
3	27.2.2019	Resident	Feedback from golf course public exhibition
4	6.3.2019	Former Chairman	Thank you
5	7.3.2019	Resident	Concerns regarding 19/00067/Full

Agenda Item 12: Notes and Information

Village Magazine – March 2019

Agenda Item 13: Burial and Memorial - None

Agenda item 14 – Confidential

14.1 Appointment of Council insurer for 2019/20

The Council discussed the appointment of the Council insurer 2019/2020

14.2 Appointment of full time caretaker

The Council discussed the appointment of a full time external caretaker.

Signed Chairman of the Council.....

Date.....