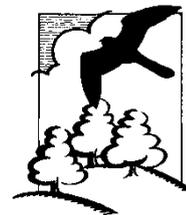


HAWKHURST PARISH COUNCIL



MINUTES

Monday 8th July 2019 at The Copt Hall, Cophall Avenue commencing at 19:45

1. ADJOURNMENT FOR PUBLIC QUESTIONS AND COMMENTS:

- i) A resident raised concerns about planning application 19/01351/FULL, Middle House. The rear extension was fine it was just the front door as this had previously been turned down as detrimental to the historic nature of the conservation area. The resident felt that the conservation area should be protected.
- ii) Cllr Thomson and Cllr Palmer said they were meeting the TWBC planning officers regarding the Cranbrook Rd / Heartenoak Rd junction and a number of other issues this week and would report back on progress.
- iii) Cllr Lusty asked about what would happen to Pet waste in the new waste contract as there was nothing on the website? Cllr Thomson informed the meeting that it should go in general household waste as is the case now, but would chase up the issue with the Communities group.
- iv) Cllr Holden, thanked the Chairman for her input into lobbying regarding the Rye Rd closure and was pleased that improvements had been made, but it was still a bad situation. He was concerned about the lack of early consultation with local parishes and communities as the Rye Rd has such an impact in the area not just Hawkhurst. The lobbying had worked to: increase the working time and thus reduce the closure time, amend the directional routes, improve signage. It was important that KCC / SGN learnt lessons. Also that the number of road closures had dramatically increased in Kent in the last few years – it was vital the impact on local communities was considered and that road closures only happened as a last resort.

Cllr Holden also mentioned that the Plan Bee Policy was about to be adopted by KCC.

2. APOLOGIES AND REASON FOR ABSENCE: Cllr Taylor – Smith on holiday, Cllr Jones due to illness and Cllr Fitzpatrick due to illness

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 – prejudicial interest for planning application 21, 25 and 27

Cllr Whittle – personal interest for planning application 27

Cllr Pyne – prejudicial interest as she has publicly stated her views and cannot vote on planning application 27.

4. CO-OPTION OF COUNCILLOR – Mr. David Blake summarized his background in business and

working on a range of partnerships and boards.

Cllr Escombe asked what role does politics play in Parish Council? – Mr. Blake stated none, it was about doing the best for the local community.

Cllr Lusty asked what would he change about Hawkhurst and What did he like about Hawkhurst?

Mr. Blake responded that it was a bit early to state what he would change but the traffic was a major problem and he liked the friendliness of the people.

Mr. Blake left the room and was voted unanimously onto the Council. Cllr Blake joined the Council meeting and stated that as he was brand new he would abstain from all votes this evening.

5. APPROVAL OF MINUTES:

5.1 Approval

- i) The Minutes of the Parish Council meeting held on 10th June 2019 were approved unanimously.

5.2 To note

- i) The minutes of the Community Hall Working Group held on the 3rd June 2019 were noted
- ii) The minutes of the Strategy, Administration and Projects Committee held on the 17th June 2019 were noted
- iii) The minutes of the Fete Committee 19th June 2019 were noted
- iv) The minutes of Facilities and Services Committee 24th June 2019 were noted. The Clerk raised the error in the Date of the funeral, it was in fact the 9th July 2019 and that Council may wish to reflect on the use of the field for car parking as the weather has been kind. Cllr Escombe proposed and Cllr Whittle seconded that the KGV Field could be used as overflow car parking – it was agreed in favour 9 and 1 abstention (Cllr Blake).

6. MATTERS ARISING FROM THE MINUTES

- i) Update on Hawkhurst Summer Fete – Cllr Hunt stated that it had been a huge success and suggested that we thank the Fete Committee for all their hard work. Chairman agreed to write to the Fete Committee.
- ii) Update on Rye Rd Closure – note Cllr Sean Holden comments.
Cllr Weeden welcomed the traffic lights at Cripps corner
Cllr Lusty raised the point that at the start the “stoppers” – who redirected people - did not know the area and did not have maps. Cllr Holden noted this and suggested that maps will be issued in future.
Cllr Pyne supported Cllr Lusty ’s point but by and large the “stoppers” had a challenging job with excessive abuse and should be thanked.

7. PLANNING

7.1 Planning applications to be considered

No	Application No	Proposal	Location
19	19/01464/FULL	Removal of condition 12 of Planning permission 86/01546/Full (conversion of oasthouse to dwelling and construction of double garage)	Gun Green Oast, Water Lane, Hawkhurst, Kent TN18 5BA

Background:

Condition 12 says no further development without prior approval of planning authority. Reason is to enable planning authority to regulate and control any further development. No comments.

Comments and Recommendation:

Whilst we appreciate the inconvenience for the applicant, we believe that it is in the public interest that planning conditions should not be weakened.

We **object** to this application.

Vote: In favour 0, against is 9 abstain 1 (Cllr DB)

Decision – Object

20	19/01095/FULL	Single storey flat roof extension open to eaves to rear, existing silted up duck pond dug out, track in field resurfaced gate repositioned (part retrospective)	Holly Cottage, Water Lane, Hawkhurst Kent TN18 5AP
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Background:

Walls, doors, windows to match existing. Existing flat felt roof to be replaced with pitched with clay tiles, with pitch to match existing pitched roof on rest of cottage. A small flat roof extension will be added to the back of the property. Surfacing materials for track same as existing. Gate repositioned into field, further away from the road. No comments from neighbours. Pre-app advice was they needed to submit an application for all the works. Outside LBD.

Comments and Recommendation:

The proposed alterations to the cottage would improve its appearance. This is in line with HD4 of the NDP. The increase in the size of the building appears to be modest and, therefore, presumably meets H11. The alterations will involve the removal of the garage, which could be problematic in Hawkhurst. However, plenty of room for parking remains so there will be no need for on-road parking. Moving the gate further into the field will improve safety. We **support** this application.

Vote: In favour 9, against is 0 abstain 1 (Cllr DB)

Decision - Support

21	19/01273/FULL	Change of use of osteopathy and garage building to form a residential dwelling, extension of building, new parking and access	St Bridget, Rye Rd, Hawkhurst, Kent TN18 5DA
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Background:

Permission for the studio to be built was granted in 1999 and the planning permission was linked to the personal occupier of St Bridget. The proposal is to convert the existing studio to a two-bed bungalow by extending it. So the plot will be sub-divided between St Bridget and the new dwelling. Materials will match existing. No comments from neighbours. Outside LBD. It is beside a PROW.

Comments and Recommendation:

This proposal complies with HD1a to the extent that it is on previously developed land and is for just one property. Whilst it is outside of the LBD, it is within walking distance of shops and amenities. And even more importantly, given the topography of Hawkhurst, it is a level walk which means that it is actually feasible in practice rather than just on paper.

The proposal for a 2-bed bungalow is in line with HD2 and HD3 as Hawkhurst has an identified need for

smaller properties, specifically bungalows, to enable downsizing. If this were to be approved, we would expect that TWBC would add conditions to ensure that all appropriate standards are met to ensure the property is suitable for the elderly and disabled (HD3 2).

In many respects, the design complies with the guidance in HD4, for example, the use of materials to match existing. We would expect other aspects of the design guidance to be followed if permission were to be granted, for example, the inclusion of a working chimney and measures for resource efficiency.

We have some reservations as to the size of the extension to the existing studio. However, we recognise that the resulting bungalow will still be modestly sized.

We are concerned that only two parking spaces would be allocated for St Bridget in this design. However, it would appear that the St Bridget has sufficient grounds to accommodate further parking should this prove necessary. The parking arrangements will be discreet as required by HD4.

We note the proposed change in access arrangements. We are unclear from the plans as to the ownership of the land that will be used for access to St Bridget and the new property. We trust that TWBC will look into this and ensure that any future access arrangements respect the PROW which runs along this track.

Due to its location and the fact that it's an existing building, this proposal is not considered to have a detrimental impact on the AONB.

Given the need for bungalows in Hawkhurst and the need for TWBC to deliver its housing numbers, on balance we **support** this application.

Vote: In favour 8, against is 0 abstain 1 (Cllr DB) – absent for this item Cllr BW

Decision - support

22	19/01435/FULL	Erection of a two bay oak framed garage and log store	Pear Tree House, Rye Rd, Hawkhurst Kent TN18 5DA
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Background:

Open bay oak garage with clay tile roof. Outside LBD. It is beside a PROW. PROW officer feels no impact on PROW. No comments from residents.

Comments and Recommendation:

The garage will be made from traditional materials. It will be positioned at the rear of the garden on the drive and so there will be limited visibility from the road. It does not appear to impact on neighbouring properties and there have been no comments from residents. We **support** this application.

Vote: In favour 9, against is 0 abstain 1 (Cllr DB)

Decision – Support

23	19/01598/FULL	Extension and conversion of existing outbuilding to annexe, plus erection of garage	Apple Tree Barn, Highgate Hill, Hawkhurst, Kent TN18 4LG
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Background:

The building they want to convert would have originally been the garage, but cannot be used as a garage now due to a courtyard/patio. The proposal is to extend this slightly, converting it into a spare bedroom, with space for the children to use downstairs. Materials to match existing. The new garage would be on the boundary with neighbouring properties, but is screened by a fence and trees. There have been no comments from neighbours. Pre-app was favourable in principle.

Comments and Recommendation:

The use of materials to match existing for the outbuilding and the new garage complies with HD4. The extension to the existing outbuilding is modest and would not impact negatively on the host house. Only part of the site falls within the LBD, and it has already had quite a bit of development. However, it is a big site and the proposals do not appear to result in overdevelopment. It does not appear to impact on neighbouring properties and there have been no comments from residents.

We **support** this application. However, we would like to see a condition that ties the use of this annexe to the main house.

Vote: In favour 9, against is 0 abstain 1 (Cllr DB)

Decision - Support

24	01351/FULL	Erection of a single storey rear studio extension and a new front door entrance	Middle House, Talbot Rd, Hawkhurst TN18 4NH
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Background:

Planning permission was granted for the conversion from the butchers in 2015. This took account of the listed status and the fact that this is right in the historic heart of the village and The Moor conversation area. Permitted development rights were restricted when the application for conversion was agreed in the interest of protecting the character and the amenities.

One objection on the planning portal and another resident coming to speak.

Comments and Recommendation:

Within Hawkhurst, when properties have changed from commercial use to residential there has been an expectation that the appearance of the building will not be altered. The original planning application respected this.

It is not entirely clear whether Middle House is listed. Whilst the paperwork refers to the property as being Grade II listed, this does not appear to be a constraint on the TWBC website. Nevertheless, Middle House is situated in the historic heart of the village in The Moor conservation area and the conversion was

sympathetic to this. The original design and access statement emphasised that "the proposal will not harm the architectural integrity not materially change its appearance as an attractive building." Further correspondence emphasised that "the design did not necessitate and change to the character of the front and therefore on the adjacent listed building and its setting." The same cannot be said for the current proposal.

We **object** to this application.

Vote: In favour 0, against is 9 abstain 1 (Cllr DB)

Decision – Object

25	19/01299/FULL	Demolition of existing buildings, erection of 6no. bungalows and creation of new access to Rye Rd	Land Adjacent to Dee House, Rye Rd, Hawkhurst Kent
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Background:

Proposal is for 6 x 2-bed bungalows. Largely the same as the application in January. We objected. The application was withdrawn because Highways would have objected on safety grounds. The applicant has since been working with Highways to agree a scheme that they would be happy with. They have been unable to do so. Pre-app advice was to resubmit with two options for access (Highways unhappy with both). There are two objections on the planning portal - traffic and lack of capacity in Hawkhurst's infrastructure to accommodate further housing.

Comments and Recommendation:

Whilst this site is outside of the LBD, it is a small-scale development and is within walking distance of shops and amenities. Furthermore, it is a level walk which means that it is feasible in practice and not just on paper. To this extent, the proposal meets the requirements of HD1a. However, this is agricultural land, which is currently used for grazing sheep. The NDP requires that even if it has been demonstrated that the development of agricultural land for housing is necessary (which is not the case), this should only be on agricultural land graded as 4 or 5 (para 7.9). This land is grade 3.

The proposal for 6 x 2-bed bungalow is in line with HD2 and HD3 as Hawkhurst has an identified need for smaller properties, specifically bungalows, to enable downsizing.

We have reservations about the design which does not appear to be sympathetic to the vernacular of Hawkhurst as required by HD4. We also feel that there is a lack of design coherence between the detached and semi-detached bungalows. Within HD4, there is an expectation that high quality materials and styles appropriate to the place should be used. Consequently, we would prefer to see roofs with clay tiles (this has been identified as being a notable local architectural feature in paragraph 3.3 of the Design and Access statement) and not reconstituted slate. Whilst some of the designs show chimneys, these should be working chimneys (not merely cosmetic) and should be on every bungalow.

We are somewhat surprised by the assertion in the planning statement (2.2.4) that HPC did not object to the previous application, as we did. When referring to the NDP, the planning statement indicates that this is

an outline application, so matters relating to HD4 will be dealt with at a later stage. However, all the other information provided indicates that this is a full application.

As residents have noted, this development, whilst only small, will have an impact on the Hawkhurst crossroads junction. At some point, the cumulative impact of the development in Hawkhurst is going to have to be taken into consideration. The crossroads is already over capacity and each additional dwelling worsens the situation. Reference to the use of bicycles is irrelevant in all applications within Hawkhurst - there are no safe cycle routes around the village and even keen cyclists very rarely cycle within Hawkhurst.

We are concerned by the destruction of such a beautiful wall to provide access for this development. The Design and Access statement refers to the wall as being "the most notable site feature." Furthermore, it refers to the site as being well screened by the wall. However, it is proposed to demolish a significant part of the wall for access. This will have a negative impact on the visual amenity as one enters Hawkhurst from the east.

We share Highways' concerns about the safety of the access in such close proximity to neighbouring developments on a busy road like the Rye Road. We **object** to this application.

Cllr Whittle raised the point that the access and the knocking down of the wall were the key points in this application.

Vote: In favour 0, against is 8 abstain 1 (Cllr DB) – absent for this item Cllr BW

Decision – Object

26	19/01712/FULL	Replacement outbuilding to form ancillary accommodation	Martlets, North Hill Rd, Hawkhurst TN18 4XA
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Background:

The proposed replacement will be of the same footprint and height as the existing building, which is in a state of disrepair. It's not visible from the road or neighbouring properties. The intention is to create a bedroom and shower room for guests, with a games room and kitchenette for the children to use. Materials have been chosen to match the house, other than the roof that will be slate. There have been no comments from neighbours.

Comments and Recommendation:

Overall, the proposed materials match the host dwelling as expected by HD4. However, clay tiles for the roof would be more appropriate than the proposal to use slate. We note that there will be no change in size from the existing outbuilding. It does not appear to impact on neighbouring properties and there have been no comments from residents.

We **support** this application, although we would like to see clay tiles for the roof. We would also request a condition that ties the use of this building to the main house.

Vote: In favour 9, against is 0 abstain 1 (Cllr DB)

Decision – Support

27	19/01253/FULL	Erection of 31no. residential dwellings and retention of the existing Westfield property. Provision of altered access on to Highgate Hill, associated hard and soft landscaping, retained woodland area and sustainable urban drainage system	Westfield, Highgate Hill, Hawkhurst, Kent TN18 4LS
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Background:

42 objections from residents. None supporting or neutral.

Comments and Recommendation:

This application does not comply with HD1 of the NDP because there are no exceptional circumstances to justify a larger development. Whilst the planning statement may question this policy (4.83), the NDP did pass examination and was subsequently adopted by TWBC. Therefore, HD1b should be accorded considerable weight. Hawkhurst is a village in the High Weald AONB, a small-scale landscape which is suited to small-scale development. There is no denying this is a major development, despite the planning statement suggesting that it should be considered a small/medium development in accordance with paragraphs 68 & 69 of the NPPF. The NPPF glossary defines major development as 10 or more homes.

It is ridiculous to suggest that TWBC can only demonstrate a 3.3-year housing supply. TWBC have made good progress towards achieving a 5-year housing supply. Our understanding is that TWBC is close to being able to demonstrate a 5-year supply, but even if this were not the case, this does not justify inappropriate development in the AONB. Paragraph 172 makes it clear that the scale and extent of development within the AONB should be limited.

This proposal does not represent sustainable development. Whilst there may conceivably be an economic advantage from additional households' expenditure in the village, this is outweighed by the negative social impact of additional housing on the already stretched infrastructure of the village. This is not just in terms of additional traffic, congestion, pollution etc., but a lack of capacity at the doctors and school, and the complete inability of the drainage system to cope with the current level of demand, which has been pushed beyond breaking point by recent housing developments. The sewage works do not have the capacity to cope at present - sewage has to be removed by lorries. Even with this arrangement in place, sewage backs up and floods the river in the valley below this proposed development. Regardless of whether or not Southern Water has a public foul sewer available on the site, there is no capacity for any further development.

Whilst affordable housing is welcome in Hawkhurst, it is extremely disappointing that all of the market housing is 3-bed plus and there are no bungalows provided. HD2 of the NDP emphasises the need for "starter homes and homes for an aging population to provide a good social mix" (7.23). This application does nothing to meet these needs. This proposed development has, therefore, ignored the opportunity to genuinely contribute to the social component of sustainable development.

Moreover, there is no environmental benefit to this development. Wildlife will be displaced. Key views will

be adversely affected. Despite an evident lack of understanding of the importance of Little Switzerland (a designated local green space within the NDP), the LVA identifies the impact as being a permanent adverse effect. HD1b makes it clear that larger developments will only be considered if there are exceptional circumstances and it can be demonstrated that the impact on the sensitive AONB landscape setting and the considerable environmental constraints of Hawkhurst can be effectively mitigated. This is not the case for this proposal.

LP1 requires applications to demonstrate that the proposals will not have an adverse visual impact on the landscape setting of the village or views of key landmarks - view 6 of the LVA shows that this is not the case. This lack of awareness of local context is highlighted by the fact that the elements of the built form of Hawkhurst are listed as detractors. Yet the NDP emphasises the value placed on the views from the countryside towards the village (8.2). As noted, it is this that provides a sense of identity and a particular character to Hawkhurst (8.3).

We fail to understand how the proposal could have been considered to secure environmental enhancements as suggested in the Planning Statement. There will be an impact on dormice, reptiles, birds, hedgehogs, trees and hedgerows. How anyone could claim a proposal that requires up to 60 trapping visits to clear the site of reptiles can be considered to enhance biodiversity is beyond belief.

This proposal will encroach on the open space between Highgate and The Moor. Again, the absence of awareness of local context is evident by the fact that the applicant repeatedly refers to the Highgate area of Hawkhurst as the town of Hawkhurst, and considers The Moor and Gills Green etc. to be separate villages. Hawkhurst is a village which is situated on three ridges. The village has evolved in this way due to the character of its Wealden landscape, which is protected by the AONB.

The Transport Assessment is disappointing to say the least. The exit on to Highgate Road is on a slope and this limits visual displays, it is only 25 yards from Copt Hall Avenue exit onto Highgate Road, this is dangerous. Secondly, the removal of verge does not increase parking, merely remove the verge and if anything will lead to an increase in traffic speed in a dangerous stretch of road. The lack of identified measures to improve the Hawkhurst crossroads junction means that KCC would be unlikely to establish an objection on capacity grounds. The fact that there is no obvious solution to this issue is no reason why the daily suffering of Hawkhurst residents should be dismissed out of hand. The road network in Hawkhurst is becoming increasingly congested with every additional house that is built and occupied. This threatens the vitality of our village. As should be evident from the numerous comments from residents, this has a detrimental impact on the health and wellbeing of everyone in Hawkhurst.

The suggestion that the site is positioned within a reasonable travel distance on foot or by bicycle to public amenities ignores not only the topography of Hawkhurst, but the dire state of the pavements and the complete absence of any safe cycling routes. How many future residents will actually choose to walk up a steep hill on narrow pavements alongside congested traffic? It is not a 4-5 minute walk to reach the main facilities. In practice, the actual time to walk to the main facilities is double this. Even an online search, which

ignores topography, indicates that it is over 10 minutes to Waitrose, the closest of the mini-supermarkets. The suggestion that the footpaths up both sides of Highgate Hill to the village centre are "wide and well-lit" (paragraph 5.4.1) is quite frankly ridiculous and bears no relation to reality.

The Transport Assessment also shows a lack of local awareness by referring to The Moor as a small village south of Hawkhurst. The Moor is the historical heart of the village of Hawkhurst. Further evidence of the lack of understanding of the locality is demonstrated by the suggestion that the vast proportion of traffic through the crossroads is through traffic due to locals using alternative routes (paragraph 4.3.7). This is based on a flawed traffic survey undertaken by Dandara, which effectively limited residents to those who lived in the Highgate area of the village.

KCC Highways and TWBC are well aware that Hawkhurst is poorly served by public transport and residents are reliant on their cars. It defies belief that the conclusion that the local area encourages the use of sustainable travel modes can be drawn from Figure 5.6 because only 66% of residents travel in a private car. It can be seen that 80% of those that work outside the home travel to work by private car. This rises to 87% if one includes all those who travel by train or underground - a reasonable interpretation given that the buses do not tie in with the times of the trains. Furthermore, the cost of new housing in Hawkhurst is well beyond the means of many of those working in the jobs available locally. Therefore, this development will only exacerbate this, resulting in further congestion in the village.

The planning statement minimises the impact on nearby listed buildings, yet residents have significant concerns, not least on the very fabric of their homes. We **object** to this application.

Cllr Hunt emphasised that the highways issues were a major concern – access onto Highgate Hill only 25 yards from Copthall Avenue, also on slope and parking on opposite side just removes verge – does not increase parking.

Vote: In favour 0, against is 7 abstain 1 (Cllr DB) – absent for item Cllr BW and Cllr Pyne had publicly stated her views on the TWBC planning portal so could not vote as she had pre-determined her views.

Decision – Object

Cllr Escombe summarized the Section 106 requests in the event that planning application is permitted.

- MUGA - £46,000 - to be triggered when planning permission is granted.
- Outdoor gym @ KGV - £10,000.
- VAS at Highgate Hill as proposed by developer.
- £8500 contribution towards reclassification of A229.
- Community Hall- £67,586 towards new community hall.
- The provision of affordable housing should be allocated in such a way as to provide for a minimum of 3 x 3-bed, 3 x 2-bed and 1 x 1-bed social housing for Hawkhurst residents. The remaining affordable housing should also be reserved for Hawkhurst residents.

Cllr Escombe confirmed with Cllr Thomson that the application should be called in.

28	19/01374/FULL	Replacement window to rear elevation (works commenced)	2 Seacox Cottages
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Background:

Replaced broken window in listed building, using materials matched existing. No comments from residents.

Comments and Recommendation:

Given that there has been no change in materials, we **support** this application.

Vote: In favour 9, against is 0 abstain 1 (Cllr DB)

Decision – Support

7.2 Planning information on file

8 MATTERS FOR FURTHER DISCUSSION:

8.1 **Consider review of fees and charges report** – Cllr Whittle summarized the report and proposed – Cllr Cory seconded - the fees and charges below

Hawkhurst Parish Council			
Item	Standard	Concession	Comment
Allotments			
Full Size	£ 24.00	£ -	Must be a resident
Up to 1/2 plot	£ 12.00	£ -	Must be a resident
Cemeteries			
Burial fees			
Single depth	£ 540.00	£ 270.00	50% reduction for residents
Double depth	£ 660.00	£ 330.00	50% reduction for residents
Woodland single depth	£ 640.00	£ 320.00	50% reduction for residents
Ashes	£ 160.00	£ 80.00	50% reduction for residents
"strewn ashes"	£ 90.00	£ 45.00	50% reduction for residents
Internment fees			
Interment of ashes	£ 110.00	£ 55.00	50% reduction for residents
Inter ashes	£ 100.00	£ 50.00	50% reduction for residents
Monuments			
Memorial	£ 90.00	£ 70.00	Reduction for residents
Memorial inscriptions	£ 55.00	£ 35.00	Reduction for residents

Note: Grave digger and funeral fees arranged separately

Halls			
Hall hire weekdays	£25 for up to 3 hours. Key holder management	£	- Note existing customers will stay at £23 for up to 3 hours until 1st April 2020
Hall hire weekdays - evening	£25 for up to 3 hours. Key holder management	£	- Note existing customers will stay at £23 for up to 3 hours until 1st April 2020
Hall hire weekends	£25 for up to 3 hours. Key holder management	£	- Note existing customers will stay at £23 for up to 3 hours until 1st April 2020
Hall hire weekends - evening	£25 for up to 3 hours. Key holder management	£	- Note existing customers will stay at £23 for up to 3 hours until 1st April 2020
All day Weekdays	Negotiable		
All day - weekends	Negotiable		

Hawkhurst Parish Council

Item	Standard	Concession	Comment
Sports pitches			
Football adult per match	£ 30.00	£ -	
Football adult per season	£ 900.00	£ -	annual fee
Football junior per match	£ 15.00	£ -	
Football junior per season	£ -	£ -	Free to Local junior football club
Football mini	£ -	£ -	
Football course	£ 50.00		
Tennis court - per hour	£ -	£ -	
Management of Benches in public open space	£ 50.00	£ 50.00	New one off fee

This was approved 9 in favour and 1 abstention (Cllr Blake)

8.2 **Consider Communications Plan** – Cllr Green summarized the plan – he has noted a minor typo – it covered formal and informal communications. He raised three points: The communication should be via the Chairman who can refer on to another Councillor, the importance of confidentiality and the use of social media. It is easy to get caught out in social media so please ensure that if you are using social media, you do so as an individual not as a Parish Councillor.

Cllr Hunt felt it was a well written comprehensive plan and proposed to adopted it – seconded by Cllr Appelbe – **This was approved 9 in favour and 1 abstention (Cllr Blake)**

8.3 **Consider Tree and Hedgerow Policy** – for consultation – Cllr Whittle introduced the proposed policy and felt that it covered the key areas such as our responsibility as a landlord, planning and protection of trees and hedgerows. Cllr Whittle proposed and Cllr Pyne seconded the draft Tree and Hedgerow Policy to be adopted for a 6-week consultation. – **This was approved 9 in favour and 1 abstention (Cllr Blake)**

8.4 **Consider S137 Grant request report** – Cllr Green introduced the report and noted that this fund has remained static for a number of years – guidance states we could significantly increase fund to the region of £7.42 per person on electoral roll – 3,681 (May 2019) which would equate to £27,313.

Therefore, for 2019/20 Cllr Green proposed to via £3,500 from CCTV budget to the Section 137 budget to make a total Section 137 budget of £5,000. This was seconded by Cllr Escombe and **was approved 9 in favour and 1 abstention (Cllr Blake).**

Cllr Green lead the discussion regarding the three applicants – Cllr Hunt felt that the proposed grants for The Bonfire Society and the Scout Group were generous. Cllr Green proposed and Cllr Weeden seconded that the following grants be awarded:

- Samaritans - £100 - This was approved 9 in favour – 1 abstention (Cllr Blake)
- Hawkhurst Bonfire Society - £500 - This was approved 8 in favour – 1 abstention (Cllr Blake)
- Hawkhurst Scouts - £700 - This was approved 8 in favour – 2 abstentions (Cllr Hunt and Cllr Blake)

9. REPORTS OF COMMITTEE CHAIRMEN AND UPDATES

i) Facilities and Services Committee – Cllr Whittle reported that some items already discussed but the group had a full action plan. Cllr Escombe put forward the idea that the review of the cemetery should be a project for SAP and that Cllr Green could lead this. Cllr Whittle supported the idea to reduce the work load of the group but felt it important the Cllr Hunt was involved with his local knowledge.

ii) Cllr Escombe proposed and Cllr Weeden seconded that “The Review of the cemetery project should be led by Cllr Green in liaison with Cllr Hunt and report to SAP and onto the Council”
This was approved 9 in favour and 1 abstention (Cllr Blake)

iii) Strategy, Administration and Projects Committee – Cllr Green stated that many items such as Polices and Grant already discussed – it was the first meeting of the Committee so the terms of reference were agreed and who leads on what. The other issue was the need for revaluation of assets. Agreed that need to revalue assets – the Clerk has obtained a quote for insurance revaluation from a recommended specialist valuer of community assets – Cllr Green proposed and Cllr Pyne seconded that council appoint Barret Corp Harrington to value Victoria Hall, (Kino) KGV Sports centre and 3 garages, Copt Hall, Lych Gates and shed at cemetery for a fee of £815 plus VAT and use the general reserves to cover cost.

This was approved 9 in favour and 1 abstention (Cllr Blake)

Cllr Escombe felt that the MUGA project was a project that should be retained by SAP. This was seconded by Cllr Whittle and **was approved 9 in favour and 1 abstention (Cllr Blake)**

- iv) Personnel – TBA
- v) Community Hall Working Group – Cllr Whittle noted that 3 architects had attended a site visit and discussion of the project, that submissions from the architects is expected 15th July 2019 and aim to report back to the August Council meeting on proposed appointment of an architect. The group is meeting tomorrow evening.
- vi) Fete Committee – Cllr Hunt emphasized the hard work of the group and that he was the only representative on the group.
- vii) Police update – Cllr Hunt updated the group on 6 reported incidents in June 2019. All crime is important but none were deemed serious crimes. Cllr Lusty raised concerns about reported crime in April and May 2019 and requested we meet up with the PSCO. Clerk to follow up.

10. FINANCE:

10.1 INCOME AND EXPENDITURE JUNE 2019 for 08.07.19

Accounts for payment	£	11,507.77	to 08.07.19
Payment received	£	150.00	to 28.06.19
Net Expenditure	-£	11,357.77	
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 30.06.19
Lloyds Access Reserve	£	121,363.42	to 30.05.19

- 10.2 Agreement to pay payments schedule – Cllr Green questioned the mis-payment of staff, was this a regular issue? The Clerk responded no, the first time it had happened. Cllr Escombe proposed and Cllr Green seconded that the payment schedule be approved. **This was approved 9 in favour and 1 abstention (Cllr Blake)**
- 10.3 Account reconciliation – Cllr Escombe proposed and Cllr Whittle seconded the account reconciliation. **This was approved 9 in favour and 1 abstention (Cllr Blake)**

11. CORRESPONDENCE – see file

No	Date	From	Issue
1	10.6.19	Mr. Birch	Rye Rd Closure (one of many communications)
2	17.6.19	Mr. & Mrs. Ball	Westfield planning application (one of many communications)
3	2.7.19	Numerous residents	Lack of bin collections along the Rye Rd and surrounding roads (one of many communications)

12. NOTES & INFORMATION

13. BURIALS AND MEMORIALS - none

14. CONFIDENTIAL:

14.1 Update on Hawkhurst NDP and TWBC Local Plan

Cllr Escombe lead a discussion on the TWBC Local Plan

CLOSURE:

Richard Griffiths, Clerk to the Parish Council

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.