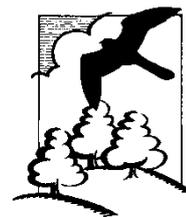


HAWKHURST PARISH COUNCIL



Minutes – 13th July 2020

Present: Cllr Escombe (Chairman) Cllr Taylor –Smith (Vice Chairman) Cllr Green, Cllr Whittle, Cllr Cory, Cllr Fitzpatrick, Cllr Blake, Cllr Pyne, Cllr Appelbe, Cllr Lusty and Cllr Weeden

1. ADJOURNMENT FOR PUBLIC QUESTIONS AND COMMENTS:

- i) A resident raised the issue of Park Lane and the change in parking arrangements. He questioned the right of Forestry England (Bedgebury) to close off Park Lane – where it is public road under the management of KCC. He has written to Greg Clark (MP) and Sean Holden at KCC and asks Hawkhurst Parish Council to challenge Forestry England.
Cllr Sean Holden (KCC) explained that he was working on this in the background but it was a challenging problem. On one hand it is access for local residents from Hawkhurst (and Cranbrook) on the other it is the problems for the residents in Park Lane with parked cars blocking drives etc and thirdly is the desire of Bedgebury to get people to use the main car park. Cllr Whittle raised the point that he had used this access for years but was concerned that people are now parking at Tubslake Road.
Cllr Holden was concerned about this due to the danger and also it is a Roadside Nature Reserve.
Cllr Pyne raised the point that she has used this access for years but Forestry England are changing and interested in generating income at the cost of walkers and dog walkers.
Cllr Thomson (TWBC) felt that the car park was overpriced and therefore people tried to find an alternative.
Cllr Escombe said that we should work with Cranbrook, TWBC and KCC to seek a solution with Forestry England– potential reduced parking permit for local residents.
- ii) The Clerk read out a statement on behalf of the Tina Cobbold the Fete Committee chairman “We understand that it has been recommended that we become independent of the Parish Council so that we would be free to try and get grants and support from every aspect of industry in Hawkhurst and beyond.

We have talked about this and the majority think that being independent is a possibility but we are wondering if we can afford the insurance which could put the event in danger. Would like to point out that we were independent and it became apparent that we could not afford the insurance hence becoming part of the parish council to make use of their insurance. Just to let you know that the bonfire society paid £2600 for their insurance.

If we are independent, we hope to keep the close working relationship with the council. We would also have to keep the storage in the garage for our marquees” – this was discussed in detail in item 7.1

- i) Update from KCC Member and TWBC Ward Members
Cllr Holden (KCC) updated the Council on the impact of COVID 19 on KCC (in the front line with social services / care homes) and KCC had coped really well – however there was severe impact on budgets and it was unclear about government support. (grants or waiving the need for a referendum if increased over 2%)

Cllr Thomson (TWBC) was keen to support the Parish Council on the Air Quality issue in Hawkhurst – discussed later in the meeting – and felt the answers he was been given by TWBC were unsatisfactory.

- ii) Cranbrook Rd / Hearten oak junction – update at a future meeting

2. APOLOGIES AND REASON FOR ABSENCE: Cllr Jones, technical issues, Cllr Hunt away on holiday – plus Cllr Palmer (TWBC)

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.*

Planning application 13 Cllr Appelbe

4. APPROVAL OF MINUTES:

4.1 Approval

- i) Cllr Taylor-Smith proposed and Cllr Green seconded to approve the Minutes of the Parish Council meeting held on 8th June 2020 – agreed unanimously
- ii) Council noted the minutes of the Facilities and Services Committee 6th July 2020 and Strategy, Administration and projects Committee 8th July 2020.

5. MATTERS ARISING FROM PREVIOUS MINUTES

- i) **White House Judicial Review** (8.6.2020/5.1) – Cllr Escombe explained that it

would be a virtual Court Hearing – still awaiting details and she would update people when she knows. The Clerk had recently circulated the latest and final statement for information only.

Cllr Taylor-Smith asked if the air quality information has been forwarded to the QC – yes it has but maybe too late.

- ii) **War Memorial Fund** (8.6.2020/7.3) – The Clerk noted that a further £50 has been received, from the Horticultural Society.

6. PLANNING

6.1 Planning applications to be considered

No	Application No	Proposal	Location
9	20/01459/TPO	Tree works – submitted 25 th June 2020 following draft for comments being circulated.	Windmill Field High Street Hawkhurst Cranbrook Kent TN18 4PX

Hawkhurst Parish Council supports this application based on the arboriculture report submitted with the application. We note that the recommendation is to replace both trees with a new tree recommended by the local authority. HPC's tree policy sets the expectation that any tree that is removed should be replaced by three trees. However, if the decision was taken to replace these trees with established trees, then the Parish Council would accept this proposal.

10	20/01334/FULL	Single storey extension	Woodside Heartenoak Road Hawkhurst Cranbrook TN18 5EU
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Background:

Woodside is a semi-detached property and its "partner" house already has an attached garage to the side. The walls are brick and tile, and the proposed extension would be vertical timber cladding. No comments from neighbours.

Comments and Recommendation:

Whilst we do not object to principle of this extension, as it seems unlikely that it would impact on neighbours, we do have reservations about the choice of materials. From the limited information available, the extension does not appear to be sympathetic to the host house. This is contrary to the NDP (HD4) which requires extensions to be sympathetic with the style of the host house and use similar materials and fenestration. Therefore, Hawkhurst Parish Council **objects** to this application.

Vote: Supports 0 Objects 11 Abstained 0

Decision : Objects to planning application

11	20/01235/FULL	Single storey infill front extension with flat roof and decorative hand rail; removal of external existing side wall; relocation of front entrance to side elevation with doorway canopy	Green Banks Cranbrook Road Hawkhurst Cranbrook Kent TN18 5EF
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Background:

Materials will match existing, other than the flat roof, which has been designed to look like a balcony with railings, although it's not actually accessible. No comments from neighbours.

Comments and Recommendation:

We usually have reservations about front extensions. However, the houses on Cranbrook Road are of varied designs and sizes. The proposed extension does not appear overly large and is sympathetic to the host house as required by the NDP. It seems unlikely to impact on neighbouring properties. Therefore, Hawkhurst Parish Council **supports** this application.

Vote: Supports 11 Objects 0 Abstained 0

Decision : Supports planning application

12	20/00355/FULL	Siting of 8 mobile cold store units, with new acoustic fencing alongside units 2-5 and the boundary with Station Cottages (Retrospective)	Rhokett Limited Unit 10 Hawkhurst Station Business Park Gills Green Hawkhurst Cranbrook Kent, TN18 5BD
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Background:

We supported the initial application because the chillers were already in place and we thought the acoustic fence would benefit residents. Environmental Protection were concerned that the proposal was inadequate. The application has been amended. The temporary chillers have been moved away from the boundary with Station Cottages and the planning permission for all elements is now for 5 years. The application now includes a plan for temporary car parking. This is formalising the informal parking that takes place at present. The car parking extends beyond the current site boundary into the area that is allocated in the Draft Local Plan for further development.

Comments and Recommendation:

The revised positioning of the chiller units would appear to be better for residents than the original application. However, we do have significant concerns about any increase in traffic movement on the Cranbrook Road given the Air Quality issues at the crossroads. This is particularly relevant for HGVs. Therefore, this application should be considered in terms of

the impact on the AQMA that is due to be declared. In terms of the parking provision, we note that this is temporary and request that either a condition is applied or the approval is worded in such a way as to make it easy to ensure this land does not continue to be used for parking without further planning consent.

With these assurances in place, HPC would **support** this application.

Vote: Supports 11 Objects 0 Abstained 0

Decision: Supports planning application

13	19/02025/ HYBRID	Hybrid Application: Demolition of existing clubhouse, squash courts and ancillary structures, and redevelopment of existing golf course. Full planning permission sought for new relief road and associated earthworks and junctions with A268 and A229. Outline planning permission (all matters reserved for future determination) sought for residential development, a C2/C3 care home, class D1 facilities such as a doctors' surgery and/or community hall, public car park, public park and associated parking, servicing, utilities, footpath and cycle links, formal and informal open space including woodland planting and recreation facilities, ground and infrastructure works.	Hawkhurst Golf Club High Street Hawkhurst Cranbrook Kent TN18 4JS
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Background:

The main change appears to be the relocation of the junction with the Cranbrook Road further south, resulting in a reduction in the number of houses.

Comments and Recommendation:

This revision does nothing to address the concerns of Hawkhurst Parish Council, which we have already submitted in detail. Our previous comments all still stand.

We are extremely concerned that the air quality assessment has not been updated. Given the recent findings relating to the Air Quality issues at the Hawkhurst crossroads, it is essential that a full air quality assessment is carried out.

Hawkhurst Parish Council has already raised concerns with TWBC that the ongoing air

quality monitoring in Hawkhurst only includes three arms of the crossroads and does not include the High Street. Whilst we are clearly not experts in this field, we have yet to be convinced that the readings on The Colonnade, which has parking separating the carriageway from the diffusion tube, accurately reflects the position on the High Street, especially given that the traffic is moving away from the lights rather than queuing towards them as it is on the High Street. The absence of any collection data from the southern side of the Rye Road, where does queue, does nothing to alleviate our concerns.

HPC is concerned that this change in road layout will simply move the Air Quality issues from the Cranbrook Road to the High Street, Highgate Hill and Rye Road, all of which will see significantly more congestion if this development goes ahead - an increase over 100% for the High Street. This is not an acceptable solution to Hawkhurst's Air Quality issues. HPC already has significant concerns about the safety of pedestrians on the High Street as evidenced in the *Hawkhurst: Making Our Village Safe for Cyclists and Walkers* report. Should this development go ahead it will make the situation far worse.

In addition, the concerns of the emergency services have not been considered or resolved, especially the access from the Hawkhurst Fire station.

The issue of air quality is a TWBC legal responsibility and this schemes will merely relocate the problem of air pollution within Hawkhurst.

The standard of the proposed road is below that of an A Road, so it is not up to standard. Added to that the design is making a staggered junction merely a bigger staggered junction.

The traffic through Hawkhurst crossroads can hardly be described as free-flowing at present, but this will be get considerably worse when lorries are trying to man oeuvre to turn between the A268 and the A229 Highgate Hill. The challenge this presented for HGVs was apparent when the Rye Road was shut for roadworks in 2019. There is nothing in the traffic and transport report that allows for these additional delays. Moreover, this will have a further impact on Air Quality as the movements cannot be completed without maneuvering.

We do not believe that sufficient consideration has been given to the impact on the lanes in and around the village: Water Lane, Whites Lane, Queens Road, Slip Mill Road, North Hill Road and Delmonden Lane will all experience increased traffic as drivers try to avoid the congestion in the village centre.

We note the plan showing the path for U-turns at the top of Cranbrook Road. We are highly

doubtful this would work in practice. The roads and pavements are too narrow.

We realise that traffic surveys are required to be undertaken in neutral months, hence, the choice of March. The baseline data reveals that more traffic flows along the A229 than the A268. However, this ignores the fact that the A268 is the main coast road to Rye and Camber Sands and, consequently, traffic use is much higher throughout the summer months. The modelled 100% increase in traffic on the A268 is extremely concerning at any time, but is quite simply unimaginable during the summer months.

Hawkhurst Parish Council **strongly objects** to this application.

Vote: Supports 0 Objects 11 Abstained 0

Decision: Objects to planning application

14	20/01387/FULL	Replacement of existing garden shed with 2.5m high timber garden shed/summer house with flat angled roof and front facing bi-fold doors (retrospective)	18 Sandrock Villa, Cranbrook Road, TN18 4BE
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Background:

This is a big addition, clad in corrugated steel sheeting, and is very close to the boundary on three sides. In fact, the building forms the boundary with the lane. There is one objection from a neighbouring property - the roof slopes towards their property and the soakaway discharges directly into their garden. See photos.

Comments and Recommendation:

Hawkhurst Parish Council **objects** to this application due to its size and the fact that it's position on the boundary means that it dominates the neighbouring properties. Many of the neighbouring houses have sheds etc., backing onto the lane, but most of these are constructed of traditional materials and are more modest in size. The NDP (HD4) encourages the use of traditional materials and requires new additions to integrate well. This is not the case with this application.

Vote: Supports 0 Objects 11 Abstained 0

Decision: Objects to planning application

15	20/01786/FULL	Proposed first floor rear extension; new rear roof light; changes to fenestration; internal alterations.	4 Ockley Cottages, Ockley Lane TN18 4DW
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Background:

It's an end-of-terrace cottage and next door already has a two-storey extension. This appears to extend a little further than that of next door, but doesn't look as if it would have an impact. No objections from others.

Comments and Recommendation:

This appears to be a modest extension. It will be visible from neighbouring properties, but seems unlikely to impact on them. The NDP (HD4) encourages the use of traditional materials, as well as requiring extensions to be sympathetic to the host house. We understand that the hardi plank weatherboarding is a composite material rather than natural timber which is preferred by the NDP. We also have some reservations about the colour of the weatherboarding and whether this is sympathetic to the host house. However, not being able to see the rear elevation of the property, we defer to the planning officer's view on whether the proposed extension meets the requirements of the NDP (HD4). If this is considered to be the case, HPC **supports** this application.

Vote: Supports 11 Objects 0 Abstained 0

Decision: Supports planning application

16	20/01709/FULL	Proposed single-storey extension to rear.	Anstey, High Street, TN18 4PX
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Background:

The extension is to the rear of the property and will not be visible from the road. No objections from others.

Comments and Recommendation:

The proposed extension is relatively small compared to the house as it stands, but it has been previously extended. Therefore, we are unsure whether this complies with H11. Anstey is set well back from the road within large grounds. Therefore, the extension will not impact on neighbouring properties. This proposal complies with the NDP as materials have been chosen to match existing and the extension will not dominate the host house. Hawkhurst Parish Council **supports** this application assuming it complies with H11.

Vote: Supports 11 Objects 0 Abstained 0

Decision: Supports planning application

6.2 Planning information on file

7. MATTERS FOR FURTHER DISCUSSION:

7.1 **Internal Audit Report** – The Responsible Financial Officer introduced the report and the papers earlier circulated to Councillors, it is a good audit with no financial issues and several minor issues raised have already being addressed; website audit completed, Cllr Blake DPI sent again to TWBC and drafting a Statement of Internal Control.

Cllr Escombe thanked all involved and asked for questions. Cllr Escombe then led a discussion on the proposed action to make the Fete Committee independent from the Council.

Cllr Taylor-Smith supported this as he felt uncomfortable with a community group being part of the Council structure, of which he had never seen before.

Cllr Pyne felt that the Fete Committee did an excellent job and worked very hard for the good of the village. We maybe on a “sticky Wicket” if we just turfed them out.

All Cllrs supported the hard working Fete Committee but felt they should be an independent group who could apply for funding from the Parish Council.

The Responsible Financial Officer supported the Fete Committee but the concern was financial, we do not manage the Fete Committee accounts – which if they are a Committee of the Council we need to be able to do.

7.1a Cllr Escombe proposed and Cllr Taylor-Smith seconded the audit report recommendation that the Fete Committee should be separate from the Council as an independent community group – agreed unanimously

Cllr Escombe then lead the Council through the internal audit recommendations where they discussed the following

The Annual Accounts and General Return – statements 1-9

7.1 Cllr Escombe proposed and Cllr Green seconded that the Annual Accounts and General Return, that *statements 1-9 should be agreed and ticked* and Cllr Escombe and the Clerk to sign and date the return - agreed unanimously

The financial position of the Council;

7.1.1 Cllr Escombe proposed and Cllr Taylor-Smith seconded to note the financial position of the Council – agreed unanimously

The Audit action plan set out below;

7.1.2 Cllr Escombe proposed and Cllr Taylor-Smith seconded to approve the audit action plan below – agreed unanimously

No	Action	Who	When
1	The outcome of the Audit was NOT considered by the Full Council. In theory the Annual Governance Statement “Assertion 7” We took appropriate action on all matters raised in reports from internal and external audit” should be answered No.	(AM/CE)	13 th July 2020
2	Assertion 4 to be answered NO	AM/CE	13 th July 2020
3	No evidence last Internal Audit actions followed up by SAP? Actions to be recorded in minutes ongoing?	RG	Ongoing
4	The Fete Committee should be an independent Community Group separate from the Council, as they already function as an independent group and would relieve the Council staff from having to administer the finances of the Fete. This suggestion would free up the Fete organisers to manage the Fete without the bureaucracy and allow the Fete to apply for a Hawkhurst Community Award Grant	Council	13 th July 2020
5	Cllr Blake DPI has not been registered with TWBC website	RG / DB	13th July 2020
6	Election – deferred to May 2021	Observation/all	May 2021
7	Update NALC standing orders and Financial regulations	SAP / Council	10 th August 2020
8	Annual review of risk	SAP / Council	10 th August 2020

9	Council interest should be shown on Office Insurance policy	AM	31 st July 2020
10	Statement of internal Control	SAP / Council	13 th July 2020
11	Budgetary control – budget figures and precept to be included in minutes	RG	January 2021
12	Consider increasing Section 137 to £8.12 per person When budget setting?	SAP / Council	January 2021
13	Bookkeeping balanced regularly – yes ongoing	AM	Ongoing
14	Review of Fees & Charges – requirement minutes to confirm date of implementation (reminder as being done this year again)	RG	13th July 2020
15	Strongly recommend the Council approve a credit card facility via Lloyds Bank – application submitted	AM	20th July 2020
16	Conclude Bank mandates for online banking	AM	1 st July 2020
17	Digital Photographic evidence? Digital photo catalogue to match assets register	RG	1 st Aug 2020
18	Proof of public rights provision during summer 2019 and website – AIAR ICO L – Must be answered No Evidence of posting public rights Note will ensure this is done in good time in 2020	AM AM AM	13 th July 2020 31 st July 2020
19	Website functionality and accessibility meet regulations 2018 by September 2020	RG	31 st Aug 2020
20	Appoint Internal Auditor	Council	13 th July

			2020
21	Parish council email address & on website?	RG	13th July 2020

The Annual Return and Accounting statements

7.1.3 Cllr Green proposed and Cllr Appelbe seconded that the Annual Return – Accounting Statements that *Members accept the Accounting Statements* and Cllr Escombe the Clerk to sign and date the return - agreed unanimously

The Council's Asset Register

7.1.4 Cllr Green proposed and Cllr Blake seconded that the Council accepts the draft Asset Register as a true record of the Council's assets and Cllr Escombe the Clerk to sign and date the return. (agreed unanimously)

The appointment of an Independent Internal Auditor

7.1.5 Cllr Whittle proposed and Cllr Green seconded to appoint Mr D Bucket as the Independent Internal Auditor - agreed unanimously

7.2 **HCT financial report** – The Responsible Financial Officer introduced the report, The Council is the sole trustee of the Copt Hall – Hawkhurst Community Trust, therefore we need to record the accounts and summarised below –

Income for HCT = £4,977.41

Expenses for HCT = £3,832.41

Surplus £1,145.00

1. Please see/read spreadsheet attached in **Appendix 1** for both trust, parish accounts are adjusted as they must not show income for trusts in their figures as directed by AGAR, these will be reported separately to the charity commission.
2. Staff costs/wages are now paid direct from Parish Council admin budget so these figures do not include staff costs – Clerk /RFO / External Caretaker / Cleaner they total £10,234

7.2 Cllr Whittle proposed and Cllr Weeden seconded that Hawkhurst Parish Council note Hawkhurst Community Trust accounts of the financial year 2019/20 and that we request

that HCT transfer the surplus to Parish Council towards the Staff costs – agreed unanimously.

7.3 KGV financial Report – Responsible Financial Officer introduced the report, the Council is the Trustee for the King George V Playing Field Trust, therefore we need to record the accounts summarised below;

Income for KGV & SH = £15,919.83

Expenses for KGV & SH = £7,293.51

Surplus = £8,626.32

1. Please see spreadsheet attached for both trust, parish accounts are adjusted as they must not show income for trusts in their figures as directed by AGAR, these will be reported separately to the charity commission.
2. Staff costs/wages are now paid direct from Parish Council admin budget so these figures do not include staff costs – Clerk / RFO / External Caretaker / Cleaner they total £7,442.
3. The income includes grants of £10,500 towards the new MUGA

Cllr Escombe suggested that the transfer of £7,442 should be transferred to cover staff costs.

7.3 Cllr Escombe proposed and Cllr Green supported that Hawkhurst Parish Council to note King George V Playing Field Trust accounts for the financial year 2019/ 2020 and £7,442 of the surplus should be transferred to Parish Council towards Staff costs – agreed unanimously.

7.4 Actions and Decisions since 8th June 2020 – Clerk introduced the report, highlighting that as the Committees have started again this will be the last report of this kind.

7.4 Cllr Escombe proposed and Cllr Whittle seconded that the actions be adopted – agreed unanimously.

7.5 Proposed Fees and Charges – Cllr Fitzpatrick introduced the report and said that the FAS Committee thanked Cllr Green, Cllr Cory and the Clerk in obtaining benchmarking information. It was important that Hawkhurst fees and charges were comparable with neighbouring authorities.

7.5 Cllr Fitzpatrick proposed and Cllr Cory seconded the fees and charges below and that they should start from the 1st September 2020 - agreed unanimously.

Hawkhurst Parish Council					
	2020/21		Proposed 2021/22		APPENDIX A
Item	Standard non resident	Concession for residents	Standard - Non Resident	Concession for residents	Comment
Allotments					1st September 2020
Full Size Hensil	NA	£ 24	NA	£ 30	25% increase? Must be a resident
1/2 plot Hensil	NA	£ 12	NA	£ 15	50% OF A FULL SIZE PLOT Must be a resident
Second plot		£ 27		£ 35	Charge for more than one plot
Full size Ockley - water	NA	£ 24	NA	£ 35	68 plots, water £250 = £4 rounded up
1/2 plot Ockley - water	NA	£ 12	NA	£ 17	50% OF A FULL SIZE PLOT Must be a resident
Second plot		£ 27		£ 40	Charge for more than one plot
Cemeteries					Resident 50% of standard
Burial fees					1st September 2020
Exclusive rights of burial	£ 600	£ 300	£1,000	£ 500	Lower point in comparison with neighbouring burial authorities
Exclusive rights of burial - woodland	£ 660	£ 330	£1,500	£ 750	Lower point in comparison with neighbouring burial authorities
Exclusive rights of burial - Ashes	£ 160	£ 80	£ 750	£ 375	Lower point in comparison with neighbouring burial authorities

"strewn ashes"	£ 90	£ 45	£ 100	£ 50	Lower point in comparison with neighbouring burial authorities
Internment fees	£ 110	£ 55	£ 200	£ 100	Lower point in comparison with neighbouring burial authorities
Garden of remembrance	£ -	£ -			NA
Transfer of Exclusive rights of burial	£ -	£ -	£ 100	£ 50	Lower point in comparison with neighbouring burial authorities
Monuments					
Memorial	£ 70	£ 70	£ 200	£ 100	Mid-point in comparison with neighbouring burial authorities
Memorial inscriptions	£ 35	£ 35	£ 100	£ 50	Mid-point in comparison with neighbouring burial authorities
Note burial fees for under 18's to be waived.					
Hall Hires					1st September 2020
Copt Hall	£ 25	£ -	£ 25		£25 for up to 3 hours. Key holder management - retain as last year help take up of hires?
KGV Sports Pavilion	£ 25	£ -	£ 25		£25 for up to 3 hours. Key holder management - retain as last year help take up of

					hires?
Sports pitches					1st September 2020
Football adult per match	£ 30	£ -	£ 35		Plus £5
Football adult per season	£ 900	£ -	£ 900		annual fee with HFC
Football junior per match	£ 15	£ -	£ 15		
Football junior per season	£ -	£ -			Free to Local junior football club
Football coaching course	£ 50	£	£ 50		Per day i.e. Half term week / summer hols
MUGA					1st September 2020
Whole Court with Floodlights - Junior	£ -	£ -	£ 15	£ 8	reduction for local clubs / groups
Whole court with Floodlights - Adult			£ 20	£ 15	reduction for local clubs / groups
Tennis court - per hour	£ -	£ -	£ -	£ -	
Free informal use	£ -	£ -	£ -	£ -	
Football coaching course	£ -	£ -	£ 50	£ -	Per day i.e. Half term weeks
Open space					
Management of Benches	£ 50	£ -	£ 50	£ -	same as last year

7.6 **Hawkhurst Air Quality Management Area** – Cllr Escombe felt that the TWBC response to our letter missed the point; that the lack of monitoring on the Rye

Rd and High Street next to queuing traffic was not truly reflecting the poor air quality in that area of Hawkhurst.

Cllr Taylor Smith strongly supported this as TWBC have a legal responsibility and asked Cllr Thomson to support this

Cllr Thomson concurred and said that he would raise it in upcoming meetings.

Cllr Weeden also raised the high readings at Highgate Hill and that these will only get worse.

Cllr Taylor-Smith emphasised that TWBC environmental officer has objected to the Hawkhurst Golf Course application on air quality grounds.

Cllr Escombe highlighted the fact that contradictory comments were being made about different planning applications – the Turnden site in Cranbrook would have a significant increase in traffic at Highgate Crossroads but apparently no impact on the air quality management area because construction would not be completed for a few years.

The Clerk reminded the Council that in 2018 TWBC voted to remove air quality monitoring from Hawkhurst, so it is important we continue push for the air quality monitoring in Hawkhurst in the right places.

7.6 It was agreed that Cllr Escombe would write to TWBC and that we should encourage residents to take part in the Air Quality consultation

7.7 **Hawkhurst Business Recovery plan** – Cllr Taylor-Smith thanked the Clerk for an excellent report, and that a zoom meeting with local business and TWBC had been arranged for 23rd January 2020, 6:30pm where we can refine the actions and focus on delivery – such as upgrade of ICT.

7.8 **Walking and cycling report** – Cllr Cory introduced the report and thanked those that had contributed and asked for £200 towards “slow down signs” throughout the village.

Cllr Escombe thanked Cllr Cory for her hard work and that this is an excellent report that we need to use to keep lobbying for positive change.

Cllr Cory felt we need a system to collate incidents / accidents that were not reported to the Police – would consider further.

7.8 Cllr Escombe proposed and Cllr Pyne seconded that we adopt the recommendations set out below – agreed unanimously

Recommendation 1. Suitable, quiet, roads in the village should be designated as “access only” for vehicles, to encourage safe family walking and cycling activities.

Recommendation 2. There should be a major focus on repairing roads to make them cycling friendly.

Recommendation 3. We recommend that:

A pedestrian crossing be installed on the Rye Road opposite Tesco supermarket;
A 20 mph speed limit be imposed on Rye Road outside Hawkhurst CEP School;
The busy A229/A268 junction be fitted with a camera monitor to deter jumping of the lights and technology to improve safety and traffic control.

Recommendation 4. Many of the lanes surrounding the village should be subject to a 30 mph speed limit along their lengths to improve safety for cyclists and walkers. Road signage should also be improved, with signs warning of single track road, unsuitability for HGVs. etc.

Recommendation 5. We recommend that:

The mobile speed enforcement vehicle be regularly deployed on the High Street in both 30mph and 40 mph zones;

The existing 30 mph speed limit be extended to encompass all the entrances to Marlborough House School;

Warning lights be installed outside Marlborough House School.

Recommendation 6. We recommend that:

The start of the 40 mph speed limit on Hastings Road leading out of the village be moved to a point just South of the Fish Farm;

The mobile speed enforcement vehicle be regularly deployed on the four main routes into and out of Hawkhurst.

7.9 Community Right to Bid – Hawkhurst Golf Course – Cllr Green introduced the report that did not commit the Council to the purchase of the site but gave a clear signal that we want to keep the golf course for leisure and recreation and who knows we could move forward with a bid if residents came together and raised funds when the time was right.

7.9 Cllr Green proposed and Cllr Pyne seconded to submit a Community Right to Bid for Hawkhurst Golf Course – agreed unanimously

7.10 Hawkhurst “Great British September Clean” – September 2020 – Cllr Pyne introduced the item that it was important to bring the village together (but not that close) to keep the village clean.

7.10 Cllr Pyne proposed and Cllr Cory seconded that the parish Council lead a Hawkhurst “Great British September Clean” – agreed unanimously.

7.11 Community Grant Applications – Cllr Taylor-Smith introduced the report and felt the application by the “protect the village campaign” was very worthy but

could set a dangerous precedent of supporting lobby groups – when we are a statutory consultee.

The Hawkhurst Junior Football Club was a worthy cause and had already raised significant funding and SAP supported the £807 application.

Cllr Escombe pointed out that we had already objected to the Hawkhurst Golf Course – twice - but accepted the principle.

7.11 Cllr Taylor Smith proposed and Cllr Green seconded that we support Hawkhurst Junior Football Club (£807) but do not support “Protect the Village application – in case we set a precedent. – agreed unanimously.

8. REPORTS OF COMMITTEE CHAIRMEN AND UPDATES

8.1 Facility and Services Committee – 6th July 2020

Cllr Fitzpatrick raised three issues: Footpath at KGV, legionella testing, Fun Fair on the Moor

We sought three quotes, but have received two quotes for path from MUGA to changing rooms – [propose Mr Pay at £1,330 – agreed unanimously](#)

We sought three quotes to undertake a flushing out of the water system for legionella, test and risk assessments for KGV and Copt Hall and received three quotes; one at £1,600, one at £738 and one at £720. [Propose to appoint The Testing Lab at £720 – agreed unanimously](#)

We were approached by the Fun Fair, who will forward their risk assessment and procedures based on government advice at the time, for a return in August and they are suggesting the second week of August 2020 for their standard fee – [agreed majority of 10 and Cllr Escombe abstained.](#)

8.2 Strategy, Administration and Projects Committee – 8th July 2020

Cllr Taylor-Smith raised three issues;

The Clerk had circulated an amendment to the Tree and Hedgerow Policy – to emphasis the importance of the Bird nesting season. [Cllr Green proposed and Cllr Pyne seconded the amendment as set out below:](#)

"We will manage the hedges in the Council's care to maximise the beneficial impact on biodiversity. This means ensuring the right mix of hedging plants and ensuring they are maintained in a way minimises any adverse impact on wildlife. At the same time having a proper regard for public safety and visual impact. This includes not using chemicals to inhibit any nearby growth.

The Wildlife and Countryside Act (1981) makes it illegal to intentionally damage or destroy the nest of any wild bird while it is in use or being built. This applies at any time of the year. However, most birds nest between March and August. Therefore, hedge trimming for the Parish Council will generally be carried out between September and February.

Exceptions can be made to this policy where there are no nesting birds or when there are issues of public safety.

All private and public landowners are responsible for following Wildlife and Countryside Act (1981) and penalties can be imposed for criminal offenses in respect of a single nest. This could be an unlimited fine, up to six months' imprisonment or both."

Agreed unanimously

We need to clarify the VAT position as soon as possible; we have 1 quote but are still waiting for two more.

Cllr Green proposed that if the Council resolve to spend no more than £2,500 and delegate to the Clerk in Consultation with Chairman or Vice Chairman we could proceed.

Cllr Escombe asked the Responsible Financial Office for clarity and she was concerned about the amount of delegation

Following a debate, it was agreed to cancel the SAP Committee meeting and have a Council EGM on Monday 20th July 2020 to help clarify VAT– agreed unanimously.

Cllr Taylor-Smith said that a small working group were working on future IT / remote solutions and how we want to work moving forward.

Note Community Centre Working Group – 14th July 2020

9. FINANCE:

9.1 Monthly Income and expenditure

INCOME AND EXPENDITURE JUNE 2020 for FCM 13.07.2020

Accounts for payment	£	71,238.04	to 13.07.20
Payment received	£	1,532.50	to 13.07.20
Net Expenditure	-£	69,705.54	
Cambridge & Counties	£	88,291.16	to 30.04.20
Cambridge Building Society	£	75,527.15	to 31.12.19
Lloyds Current	£	10,932.50	to 29.05.20
Lloyds Access Reserve	£	181,114.33	to 29.05.20

9.2 **Agreement to pay payments schedule** – The Clerk asked if the office rent could be added to the list (agreed)

Cllr Escombe asked the Responsible Financial Officer to get another bank account as we were over the £85,000 insurance threshold.

Cllr Green emphasised that it need to be per “banking license” as many banks have different

brands.

9.2 Cllr Escombe proposed and Cllr Green seconded to agree the payment schedule plus the rent of £1,270.58– agreed unanimously

9.2.1 Cllr Escombe proposed and Cllr Green seconded that we need an extra bank account - agreed unanimously

10. CORRESPONDENCE

No	Date	From	Issue
1	Various	Allotment holders	Complaints about bees on allotments
2	29.6.2020	Mr P Emberson	Lack of infrastructure, especially sewage linked to proposed housing developments
3	Various	Residents	Closure of Park Lane Rd

11. NOTES & INFORMATION

11.1 Legal papers circulated to Cllrs – item 5.i)

12. BURIALS AND MEMORIALS - NA

13. CONFIDENTIAL: NA

CLOSURE: 9:43

Signed Chairman.....

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.