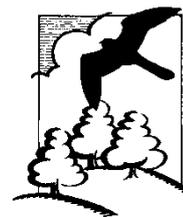


HAWKHURST PARISH COUNCIL



MINUTES – 12th October 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 Cllr Hunt and Cllr Weeden

1. ADJOURNMENT FOR PUBLIC QUESTIONS AND COMMENTS:

- i) Update from KCC Member and TWBC Ward Members - NA
- ii) Cranbrook Rd / Heartenoak junction –carry forward

2. APOLOGIES AND REASON FOR ABSENCE: Cllr P Jones – technical issues

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. - NA*

Cllr Weeden – planning app

4. APPROVAL OF MINUTES:

4.1 Approval

- i) Cllr Escombe proposed and Cllr Taylor-Smith seconded to approve the Minutes of the Parish Council meeting held on 14th September 2020 – majority 12 – 0 (Cllr Green abstained as not present)
- ii) The minutes of the Administration and Projects Committee 21st September 2020 and Community Centre Working Group Meeting 5th October 2020 were noted.

5. MATTERS ARISING FROM PREVIOUS MINUTES

- i) **White House Judicial Review** (8.6.2020/5.1) – still waiting for an update Cllr Escombe will forward info when received
- ii) **Park Lane / Bedgebury** (13.7.2020/1.1) – Update Cllr Appelbe zoom meeting arranged 12th November 2020
- iii) **Air Quality** (13.7.2020/7.6) – TWBC confirmed installation of NO2 monitoring tubes along high street in January 2020 – need to clarify location
- iv) **Walking and Cycling strategy** – (13.7.2020/7.8) – Cllr Cory noted progress on a potential speed van camera site – site meeting 22nd October 2020
- v) **Community Right to Bid** – (13.7.2020/7.9) – Clerk explained that after we submitted the application forms the process changed and were asked to resubmit. The focus is more on community support and how we would manage them. Cllr Pyne felt it unfair to change the application forms, that we would need to explain the process a bit more when promoting community support. Note that the Oak and Ivy site was used for Balloon launches etc in the past

Cllr Green proposed and Cllr Weeden seconded the approval of the circulated revised bids and to seek community support via website, social media etc– agreed unanimously

- vi) **Finance** – (13.7.2020/7.1)
 Online banking – Cllr Whittle has accessed the link
 Council credit card – Cllr Whittle to progress ASAP
 Additional bank account – Cllr Escombe returned the necessary forms
- vii) **Heartenoak Recreation Ground** (10.8.2020/7.4) – Our representatives are finalizing the documents and fee.
- viii) **Formation of a Hawkhurst Community Interest Group** (14.9.2020/7.3) – Broadband – Cllr Taylor – Smith to progress for next meeting
- ix) **Update on TWBC agreement** (14.9.20/7.3) – Cllr Escombe updated Council that a majority of Parish Councils are in support – assume to go through TWBC process for New Year.

6. PLANNING

6.1 Planning applications to be considered

No	Application No	Proposal	Location
27	20/02081/FULL	Reunification of cottages with alterations and extensions	Conghurst Cottages Conghurst Lane Hawkhurst Cranbrook TN18 4RJ
Comments already submitted due to timing.			
28	20/02082/LBC	Reunification of cottages with alterations and extensions	Conghurst Cottages Conghurst Lane Hawkhurst Cranbrook TN18 4RJ
Comments already submitted due to timing.			
29	20/02425/FULL	Conversion of the swimming pool room (the link building) into a single dwelling	Collingwood House, Hastings Road, Hawkhurst, Cranbrook, TN18 4RR
Background: <i>The majority of the alterations are internal, with the only external alterations proposed being replacing two (modern) external doors and opening up closed off windows. No comments</i>			

from neighbours.

Comments and Recommendation:

This application complies with the NDP insofar as it involves the redevelopment of an existing building into a two-bedroomed single-storey dwelling (HD1, HD2 & HD3). On the other hand, the site is outside the LBD and there are limited facilities within walking distance. The external alterations are minimal and other than infilling the swimming pool, the internal alterations mainly comprise use of partitioning and would, therefore, presumably have minimal impact on the listed building. HPC notes that there will be no subdivision of the garden, parking etc. Hence, it appears that this proposal accords with HD4 as it is sensitive to the local context. Given the minimal external alterations, we do not envisage that this proposal will adversely impact the AONB.

HPC remains extremely concerned about the impact on the traffic through the crossroads. We appreciate that being only one house, it would be inappropriate to expect the applicant to have undertaken a transport assessment. However, HPC's view is that it is the cumulative impact on the crossroads that needs to be considered. Over the past two months, we have had applications for eight new dwellings within the village. KCC Highways has indicated that an additional 22 trips through the junction at peak times would amount to the residual cumulative impact on the road network being severe. However, this is not necessarily the threshold at which the impact would be considered to be severe. Therefore, we would request that TWBC satisfies itself that KCC Highways has properly considered the cumulative impact of each additional property.

HPC **supports** this application on the proviso that KCC Highways confirm that their model of the Hawkhurst crossroads junction demonstrates that this development (together with any other current application where approval is recommended) does not result in a residual cumulative impact on the junction that would be considered severe.

Vote: Support 11 Decision 0 abstain 1 (Cllr Weeden)

Decision: Support

30	20/02426/LBC	Listed Building Consent: Conversion of the swimming pool room (the link building) into a single dwelling	Collingwood House, Hastings Road, Hawkhurst, Cranbrook, TN18 4RR
See above – 20/02426/LBC			
31	20/02409/FULL	Associated operational development for the external design and appearance for the	Barn East Of Elm Hill House High

		conversion of a building into an office and associated parking and landscaping. Along with covered external staircase	Street Hawkhurst Cranbrook Kent
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Background:

We considered the application for change of use in January. At this time, we did not object because the only relevant factors were transport & highways impacts, noise impacts, contamination risk and flood risk. We did, however, express concerns over whether a barn in the middle of a field in the AONB was an appropriate place for an office development.

Comments and Recommendation:

The application site is in a highly visible, isolated rural location. At present, it is a barn in the middle of a field, surrounded by other fields in a relatively open and flat part of the parish. Therefore, it is very hard to see how this will not impact negatively on the AONB.

HPC supports local businesses and would like to encourage more local employment opportunities for residents in Hawkhurst and the surrounding villages. However, this site appears to do little to support a move to a zero-carbon future, as its location necessitates the use of a car.

Nevertheless, HPC recognises that the NPPF encourages the sustainable growth and expansion of businesses in rural areas including through conversion of existing buildings. It makes clear that sites to meet local business needs may need to be found beyond existing settlements and in locations that are not well served by public transport. And indicates that "in these circumstances it will be important to ensure that development is sensitive to its surroundings, does not have an unacceptable impact on local roads and exploits any opportunities to make a location more sustainable (for example by improving the scope for access on foot, by cycling or by public transport)."

HPC remains extremely concerned about the impact on the traffic through the crossroads. Therefore, we would request that TWBC satisfies itself that KCC Highways has properly considered the cumulative impact of this development together with other committed developments.

We have seen nothing in the application that suggests that consideration has been given to making the location more sustainable. At the very minimum, we would wish to see the parking spaces providing charging points for electric vehicles and cycle parking. Ideally, we would like to see that consideration has been given to improving the safety of cyclists using

the busy A268.

The application form is unclear how sewage will be disposed of. Given the issues with foul drainage in Hawkhurst, this needs to be determined as a matter of urgency.

With regards the impact on the AONB, we note that an effort has been made to screen the site with planting and a hedgerow. We are unsure how successful this will be and would like reassurance on this point from TWBC's Landscape and Biodiversity Officer. HPC's preference would be for native hedgerow, rather than native and semi-native.

The plan in the initial application for change of use to an office indicated that the development would be within the footprint of the barn. In this application the staircase is external, which changes the appearance from that of an agricultural building. This change, the introduction of parking spaces etc. all contribute to changing the agricultural setting of this site in the AONB. Therefore, our view is that the staircase should be internal, so that the outline of the barn does not change.

HPC has significant reservations but would be willing to **support** this application on the proviso that TWBC can give us reassurances on the above points. If it would be helpful, we would be willing to discuss our concerns with the planning officer.

Vote: Support 12 Decision 0 abstain 0

Decision: Support

32	20/02754/FULL	Removal of existing rear extension; Proposed part single and two storey rear extension; addition of window to first floor west elevation	Willow Cottage Winchester Road Hawkhurst Cranbrook Kent TN18 4DQ
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Background:

There is not much information with this application. No comments from neighbours.

Comments and Recommendation:

The extension appears to be sympathetic to the host house, using materials to match existing as required by HD4 of the NDP. Willow Cottage is built very close to the boundary with the neighbouring property to the west. Therefore, this extension will be also close to this boundary, as is the existing extension. Given that the proposed extension does not extend back beyond the line of the neighbouring properties, it seems unlikely to have a negative impact on nearby properties. The fact that there are no objections from neighbours lends weight to this view.

HPC **supports** this application

Vote: Support 12 Decision 0 abstain 0

Decision: Support			
33	20/02797	Outline Application (Access not reserved) - Erection of a single storey	Land To The Rear Of 1-10, Highgate Hill, Hawkhurst, Cranbrook, Kent

Background:

This is an outline application with everything except access reserved. No comments from neighbours.

Comments and Recommendation:

As it stands this application is in-line with the NDP, being for a one-bedroomed bungalow on previously developed land within the LBD and within walking distance of the facilities at Highgate (HD1 & HD2). It is set back from Highgate Hill along a narrow access route which minimise the impact on the street scene. The proposal is for a dwelling on a similar scale to the existing buildings that it will replace.

The Design, Access and Planning Statement indicates that it will meet the requirements of HD3, including meeting Lifetimes Homes Standards. This is to be welcomed although HPC is mindful that this is an outline application and is concerned that this may not necessarily be reflected in the full application. Therefore, if TWBC planning officers are minded to approve this application, HPC requests that any future full application must comply with HD3 to the same extent and that this should be a condition of the outline approval.

The requirements of HD4 would also need to be addressed when the full application is submitted. However, one area of concern that we feel is relevant at this stage is the requirement that all developments in Hawkhurst should have security built in and ensure that people feel safe within the hours of darkness through unobtrusive lighting and active frontages. We would like reassurance that this has been properly considered.

HPC remains extremely concerned about the impact on the traffic through the crossroads. We appreciate that being only one house, it would be inappropriate to expect the applicant to have undertaken a transport assessment. However, HPC's view is that it is the cumulative impact on the crossroads that needs to be considered. Over the past two months, we have had applications for eight new dwellings within the village. KCC Highways has indicated that an additional 22 trips through the junction at peak times would amount to the residual cumulative impact on the road network being severe. However, this is not necessarily the threshold at which the impact would be considered to be severe. Therefore, we would request that TWBC satisfies itself that KCC Highways has properly considered the cumulative impact of each additional property.

HPC **supports** this application on the proviso that TWBC can give us reassurances on the above points

Vote: Support 12 Decision 0 abstain 0

Decision: Support

6.2 Planning information on file

Cllr Hunt raised the point that following the public meeting on the golf course the decision was due December 2019. Can we write to TWBC what is happening – numerous rumours are circulating – **Cllr Escombe to write to TWBC.**

Cllr Cory raised the point that that the road signage on Hastings Rd has not been changed – **Clerk to chase up.**

7. MATTERS FOR FURTHER DISCUSSION:

7.1 **Revised Council Standing Orders** – Cllr Taylor Smith led the debate and a number of updates were agreed in principle. The issue of recording the meetings led to concerns,

- The size of the recordings and storage
- Access to the recordings – should it be for administration or public use.

The debate concluded that SAP would review how we stored recordings and report back, but we need to amend the standing orders.

Cllr Taylor proposed and Cllr Green seconded the revised Standing Orders with a number of amendments agreed in principle – agreed 6 – 5 (Cllr BF, DB, JH, RL, BW against)

7.2 **Consultation on the planning white paper** – Cllr Escombe had circulated a draft for comment. Cllr Lusty felt it was an excellent note and proposed that Cllr Escombe be given delegated power to finalise and submit on behalf of the Council. This was seconded by Cllr Appelbe.

Cllr Lusty proposed and Cllr Appelbe seconded that Cllr Escombe be given delegated power to finalise and submit on behalf of the Council – agree unanimously

8. REPORTS OF COMMITTEE CHAIRMEN AND UPDATES

8.1 Facility and Services Committee – 24th August 2020

Cllr Fitzpatrick Proposals:

- Copt Hall - wall mounted electrical heating should be fitted, subject to M&S electrical approving the load
- New planters for colonnade – of the 5 planters along the Colonnade 3 are damaged (wear and tear) Therefore propose to replace with similar – estimated £350.
- Renew service agreement for Hanging baskets – agreed to appoint Mandy Vere. - £2,500
- Lawson Circus - subject to weather conditions, copies of insurance, licenses, COVID 19 risk assessments and two supporting references from other Councils approve the use of the Moor for a Circus in April 2021
- Allotments – One year notice of termination issued to two plot holders

8.2 Strategy, Administration and Projects Committee – 17th August 2020

Cllr Taylor –Smith

- Update on Remembrance Sunday 8th November 2020 – Cllr Taylor-Smith to lay wreath on behalf of the Council

8.3 Note Community Centre Working Group – 5th October 2020

Cllr Whittle proposed and Cllr Weeden seconded to approve planning application fee £475 – agreed unanimously

9. FINANCE:

9.1 Monthly Income and expenditure

INCOME AND EXPENDITURE SEPTEMBER 2020 for FCM 12.10.2020

Accounts for payment	£	37,959.20	to 12.10.20
Payment received	£	96,958.16	to 30.09.20
Net Expenditure	£	58,998.96	
Cambridge & Counties	£	88,291.16	to 30.04.20
Cambridge Building Society	£	75,527.15	to 31.12.19
Lloyds Current	£	11,000.00	to 31.08.20
Lloyds Access Reserve	£	163,503.04	to 31.08.20

9.2 Agreement to pay payments schedule already circulated

Proposed by Cllr Whittle and seconded by Cllr Lusty to approve payment schedule – agreed unanimously

10. CORRESPONDENCE

No	Date	From	Issue
1	2.10.20	A resident	Complaint about increase in allotment fees

2	2.10.20	A resident	Emphasise on applying new allotment regulations
3	5.10.20	A new resident	Request for volunteering information

11. NOTES & INFORMATION - NA

12. BURIALS AND MEMORIALS – NA

No	Date	Name	Interment
1	18.09.20	Mr Baldock	Interment
2	26.09.20	M Skeets	Interment

13. CONFIDENTIAL:

13.1 Parish Office IT – Cllrs discussed the office IT

13.2 Personnel Report – Cllrs discussed the personnel report

13.3 Initial discussion on Council budget 2021/22 and Cllr project Bids – Cllrs discussed the financial position moving forward

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.