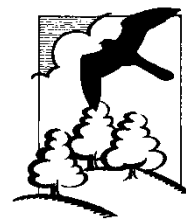


# HAWKHURST PARISH COUNCIL



## Minutes – 9<sup>th</sup> November 2020

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

**(note the meeting started late due to a technical issue)**

### **1. ADJOURNMENT FOR PUBLIC QUESTIONS AND COMMENTS:**

- a. Update from TWBC Ward Member Cllr P Thomson understands extra air quality monitoring will be going in soon along the High Street and wishes to discuss traffic.
- b. Cranbrook Rd / Hearten oak junction – awaiting update

**2. APOLOGIES AND REASON FOR ABSENCE:** Cllr Weeden plus Cllr Palmer and Holden due to technical issues. Cllr Bland due to a clash with a TWBC Meeting

**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 Lusty – planning application 20/02370/FULL

Cllr Weeden – planning applications 20/02370/FULL

Cllr Blake – planning application 20/02668/Full

### **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 12<sup>th</sup> October 2020 and the confidential minutes 7<sup>th</sup> September 2020 – agreed by majority 11 – 0 (Cllr Jones abstained as not present)
- ii) Council noted the minutes of the Facilities and Services Committee 28<sup>th</sup> September 2020 and 26<sup>th</sup> October 2020, Strategy, Administration and Projects Committee 19<sup>th</sup> October 2020 and Community Centre Working Group Meeting 2<sup>nd</sup> November 2020

### **5. MATTERS ARISING FROM PREVIOUS MINUTES**

- i) **White House Judicial Review** (8.6.2020/5.1) – Cllr Escombe noted we are still waiting an update
- ii) **Park Lane / Bedgebury** (13.7.2020/1.1) – meeting on the 12<sup>th</sup> November 2020
- iii) **Air Quality** (13.7.2020/7.6) – Cllr Escombe, as mentioned extra diffusion monitoring tubes are going in January 2021

- iv) **Walking and Cycling strategy** – (13.7.2020/7.8) – Cllr Cory noted we had a site meeting with KMCSPP and hopefully report to next meeting. Also that the Hasting Road speed signage “notice” has been published.
- v) **Community Right to Bid** – (13.7.2020/7.9) – We submitted 4 applications; Fowlers Car Park, Northgrove Car Parks where both approved as community assets. Oak and Ivy was refused so was Hawkhurst Golf Course, there is an opportunity to review the Hawkhurst Golf Course application and suggest the Clerk works with Cllr Green on a report for the next Council meeting - agreed
- vi) **Finance** – (13.7.2020/7.1) The RFO updated Cllr on  
 Online banking – Double checking forms for Cllr Escombe  
 Council Debit card – RFO applied for and received  
 Additional bank account – As we have paid out some large payments – do we need one as originally agreed  
 SAP to follow up
- vii) **Heartenoak Recreation Ground** (10.8.2020/7.4) – We received a Notice to access the land from UKPN, which we refused via a Solicitors letter. In simple terms it is a new cable and Millwood Homes should have asked the Council to access the land – we are in our rights to ask for a consideration fee to allow this. The Solicitors is in negotiations which could led to a Magistrates Court case.  
 Cllr Escombe asked if we are covered by insurance against defending a legal case – yes up to £100,000 with zero excess.

We will need to set aside funding if we need to defend the case at the Magistrates Court and could then claim back from the insurance

Note we need to set aside £1,000 from General Reserves to cover the initial solicitor’s costs.

Suggest set aside a further £4,000 for legal costs if required and report back to next Council meeting.

**Cllr Escombe proposed and Cllr Pyne seconded to set aside a total of £5,000 from general reserves to cover legal costs at Heartenoak Recreation Ground.**

- viii) **Formation of a Hawkhurst Community Interest Group** (14.9.2020/7.3) – Broadband – Cllr Taylor – Smith is processing the form
- ix) **Planning letters (12.10.20/6.2) –**  
 Cllr Escombe to wrote to TWBC to clarify what is happening with the Golf Course planning application and they mentioned that it is likely to be the new year and will keep us informed.  
 Clerk wrote to TWBC regarding speed signage being moved on Hastings Rd, as mentioned the notice has been published at last.

## 6. PLANNING

### 6.1 Planning applications to be considered

No	Application No	Proposal	Location
34	20/02723/FULL	Raising of garage roof ridge to create habitable loft space and side extension to garage	Gun Green Oast Water Lane

			Hawkhurst Cranbrook TN18 5BA
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**Background:**

*Gun Green Oast is a non-designated heritage asset. Permitted development rights have been removed to ensure that any future development does not harm the character, appearance and agricultural heritage of the original building.*

**Comments and Recommendation:**

We found that the application form and accompanying drawings were not particularly clear. The application form is inaccurate in that it states that the alterations would not be visible from the road when they clearly will be. It appears that the proposals will result in a significant increase in the size of the garage. Gun Green Oast has previously been extended and as it is outside the limits of built development, H11 applies. We do not know whether this proposal complies with H11. However, HPC considers that size and style of this alteration is not sympathetic to the host house as required by HD4 of the NDP and will detract from Gun Green Oast, harming its character, appearance and agricultural heritage.

HPC **objects** to this application. If TWBC is minded to approve this application, we would request a condition is attached to ensure that building work is restricted to week days and does not extend into evenings and weekends.

**Vote: Support 0, Object 11 Abstain 1 (Cllr Lusty)**

**Decision:** Object

35	20/02370/FULL	Demolition of existing double garage and erection of 3 bedroom detached house with basement	Land Adj. White Rose Cottage Conghurst Lane Hawkhurst Cranbrook Kent TN18 5DZ
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**Background:**

*The proposal is to demolish the garage serving White Rose Cottage and build another house within the garden. This is to provide a home for family members and we understand and sympathise with the desire to do this. However, HPC needs to consider this as it would any other proposal to divide a garden and build another house. Members have expressed concerns regarding the construction of the basement. However, our understanding is that this is a matter for building control rather than planning.*

**Comments and Recommendation:**

HPC is not generally supportive of new houses being built within gardens. Furthermore, we

have a number of specific concerns relating to this application.

The proposed house seems big for the site. Looking at the site as a whole, there will be two large houses within the one plot. The block plan provided is somewhat confusing as it does not show the current size of White Rose Cottage, which has been extended previously. It is hard to see how the two houses will sit comfortably next to each other, with each having sufficient amenity space. We recognise that the proposed occupants are family, but this will not always be the case. The proposal is not described as an annexe, and its size indicates this is not intended to be the case.

This site is outside the LBD and is not within walking distance of shops and amenities. Therefore, despite being for only one house, it does not comply with HD1 of the NDP.

We note that the provision of bedrooms and bathroom facilities on the ground floor would mean that the house could be adapted to the changing needs of future occupants (HD3). We note that the Design and Access Statement refers to a heat recovery system being researched, but we could not see that this had been included in the plans. In line with HD3, we would expect to see measures in place to encourage the efficient use of water and energy if this application were to be approved.

Looking at the site boundary on the block plan, the garden appears quite small in comparison to the size of the house and it is not clear that adequate consideration has been given to the requirement to store several bicycles, waste and recycling bins (HD3).

The Design and Access Statement makes reference to finishes that will harmonise with other nearby properties as required by HD4 of the NDP. There are some areas where the proposal does not align with HD4, such as the requirement for working chimneys. Moreover, it is unclear whether other aspects have been addressed such as the use of local construction materials. HD4 also has requirements relating to density, and it is our opinion that this proposal does not respect the rural nature of the parish and does not give the required impressions of spaciousness.

We have particular concerns about the parking and access arrangements. At present there is a large drive which clearly has room for several cars to be parked and manoeuvre. However, once the plot is divided into two, it is hard to see how this will effectively accommodate the number of cars associated with two large houses without the need to reverse out into Conghurst Lane.

We do not feel that this application addresses the requirements of LP1 as it has not been

demonstrated how the development proposal does not cause adverse visual impact on the landscape setting of the parish. Furthermore, no mention has made of the public footpath that runs along the back of this site.

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 three months, we have had applications for nine 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 **objects** to this application as it is over-intensive development in a rural setting.

**Vote: Support 0, Object 11, Abstain 0 – (Cllr Lusty left the meeting for this item)**

**Decision: Object**

36	20/02536/FULL	Change of use from agricultural land to create a wildlife pond in a field of semi-improved grassland Planning Application	The Walled Garden Hall House Moor Hill Hawkhurst Cranbrook Kent TN18 4QE
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**Background:**

*The pond will be filled by rainfall and natural run off. It will have shallow margins to attract wildlife and a deep centre to prevent freezing. It will be allowed to vegetate naturally. A pond is with great crested newts is within the vicinity and it is hoped that they might find this pond and establish a breeding population.*

**Comments and Recommendation:**

We have some concerns over where the water from this pond would go if it overflowed. Hawkhurst already experiences significant issues with flooding / drainage and we would be concerned if this pond could exacerbate this. Have the appropriate assessments been undertaken to ensure that there is no risk of the pond overflowing?

HPC **supports** this application TWBC can give us reassurances on the drainage/flooding.

**Vote: Support 12, Object 0 Abstain 0**

**Decision: Support**

37	20/02628/FULL	Proposed agricultural implement store.	Little Pix Hall High Street Hawkhurst Cranbrook Kent TN18 4XT
<p><b>Background:</b>  <i>Little Pix Hall is listed and last year an application to demolish the existing garage in order to construct a proposed garage, workshop and annex was refused on the grounds that demolishing the garage would cause harm to the significant of the listed building, and the proposed development would not be a modest addition and would appear out of character to the surrounding area and the setting of a listed building.</i></p> <p><b>Comments and Recommendation:</b>  This proposal is to construct a big store in a location that is close to both Little Pix Hall itself (listed) and the existing garage (curtilage listed). We are concerned about the impact that this will have on these designated heritage assets.</p> <p>HPC <b>objects</b> to this application.</p> <p><b>Vote: Support 3, (Cllr MTS, DB and PG) Object 9 Abstain 0</b></p> <p><b>Decision: Object</b></p>			
38	20/02531/FULL	Amendment to approved application 19/03566/FULL to enlarge the footprint and erection of a conservatory.	Roseacre Cottage Horns Road Hawkhurst Cranbrook TN18 4QS
<p><b>Background:</b>  <i>We supported the previous application when the property was called Little Cowden.</i></p> <p><b>Comments and Recommendation:</b>  HPC <b>supports</b> this amendment to the previous application as it is not considered to have a detrimental impact on neighbours or the landscape setting of the property.</p> <p><b>Vote: Support 12, Object 0 Abstain</b></p> <p><b>Decision: Support</b></p>			
39	20/02796/LBC	Listed Building Consent: Renewal of use of a temporary polycarbonate cover to weatherproof the Vinery for a further period of five years	The Walled Nursery Water Lane Hawkhurst Cranbrook Kent TN18 5DH

**Background:**

*The roof to the Vinery (the café) only has temporary planning permission until April 2021.*

**Comments and Recommendation:**

HPC **supports** this application to avoid any damage to the fabric of the building if the cover was removed.

**Vote: Support 12, Object 0 Abstain 0**

**Decision: Support**

40	20/02668/FULL	Construction of new private garage	10 Herschel Place Hawkhurst Cranbrook Kent TN18 4FA
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**Background:**

*The proposed garage would take the place of one of the parking spaces on the drive.*

**Comments and Recommendation:**

We are concerned by the proximity to the boundary with the neighbouring property. Therefore, HPC **objects** to this application.

**Vote: Support 0, Object 11 Abstain 1 (Cllr Blake)**

**Decision: objects**

## 6.2 Planning information on file

Cllr Escombe suggested we have an EGM on the “Dandara” application as it would be better to put our comments in a timely manner than ask for an extension

Agreed and Clerk to action

Clerk to notify of planning applications as it appears TWBC are not putting up planning notices

Agreed and clerk to action with Cllr Pyne put up on social media

**7. MATTERS FOR FURTHER DISCUSSION:****7.1 Committee meeting cycle - motion by Cllr Green and supported by Cllr Escombe**

“To return to Committee meetings being held every two months unless an emergency committee meeting is required”

Cllr Taylor-Smith checked that the budget setting process would not be disrupted – all agreed

Cllr Whittle asked for CCWG to meet monthly – all agreed

Cllr Green proposed and Cllr Escombe seconded the “To return to Committee meetings being held every two months unless an emergency committee meeting is required”

Agreed unanimously

**7.2 Councillor IT proposal** – Cllr Taylor-Smith introduced the report and emphasised that it had been well researched and that it is an opportunity to move forward and help reduce risk – via FOI’s problems with meetings, virtual meetings and can cover the cost from this year’s budget.

Cllr Lusty was strongly supportive and would seconded the proposal

Cllr Hunt asked to clarify the ongoing costs - £2,400

Cllr Fitzpatrick felt we needed to move forward and was supportive

Cllr Cory was supportive but concerned about the public perception of Cllrs buying IT for themselves.

Cllr Pyne felt the security would be better

The RFO asked if the IPAD was enough if Cllrs needed to do specific reports – we now have a spare office laptop if required.

Cllr Escombe felt it was right to move forward but concerned about the timing as many residents are struggling, public perception and our budgets are tightening.

Cllr Taylor-Smith summarised that we would need to transfer the £3,000 from the Historic Hawkhurst project – which cannot take place this year because of COVID 19 – that the proposal will increase security and reduce risk plus he will support the message to the residents

Cllr Taylor-Smith proposed and Cllr Lusty seconded to

- Transfer £3,000 from the Historic Hawkhurst project to the Administration capital item budget code
- To purchase 14 Ipads at a total of £3,653
- To appoint IBABS on a four-year contract and seek to implement in the new year 2021 £995
- To budget for ongoing IBABS costs moving forward, £2,400

Agreed by majority 8 – 1 against (Cllr CE) – 3 abstain (Cllrs RC, DB and PJ)

**7.3 Highgate Hall Gates – motion by Cllr Appelbe supported by Cllr Pyne**

“That TWBC enforcement ensure that the Highgate Hall Gates are reinstalled as they are a historic feature within Hawkhurst conservation area”

Cllr Appelbe introduced the item as this was an important part of the historic section of Hawkhurst.



Cllr Hunt asked what are the developers planning to do? We do not know but this would help clarify the situation.

Cllr Appelbe proposed and Cllr Pyne seconded

“That TWBC enforcement ensure that the Highgate Hall Gates are reinstalled as they are a historic feature within Hawkhurst conservation area”

Agreed unanimously

#### **7.4 Revised Standing Orders**

Cllr Escombe introduced the attached report with amendments in RED and highlighted that meetings are recorded for administrative purposes only.

Cllr Escombe proposed and Cllr Green seconded the approval of the Standing Orders

Agreed unanimously

#### **7.5 Review of S106 list**

Cllr Escombe introduced the PAG report that had been circulated – it was felt it needed a bit of restructure as some projects on the list were very specific. Main question was mobile speed cameras.

Cllr Whittle was supportive but felt the only real deterrent was police enforcement.

Cllr Cory emphasised that speeding was a real problem and that we should try and do something about it

Cllr Escombe questioned the entrance signs to the village.

The clerk emphasised that this is a wish list – if we do not ask for it we will not get it – also that we are dependent upon TWBC negotiating it on our behalf and each request has to be related to the development.

The village signs are a little tired and other parishes have been successful with village entrance sign requests in the past.

Cllr Escombe volunteered to restructure report.

Two votes were taken

Cllr Escombe proposed and Cllr Cory seconded to retain mobile speed cameras.

Agreed – majority 10 – 0 – 2 abstained (Cllrs Hunt and Pyne)

Cllr Pyne proposed and Cllr Green seconded that Cllr Escombe restructure report.

Agreed unanimously

## **7.6 Budget monitoring report 1<sup>st</sup> April 2020 – 31<sup>st</sup> September 2020**

The RFO introduced the report – obviously COVID 19 has had a major impact on the finances of the Council

On the income side – income to halls down significantly, but able to access Government grants which has allowed us to reduce hire fees to support residents.

On the expenditure side some savings as things have stopped but increases in cleaning costs and staff cost to clean facilities.

Just about on target to make budget at end of year but need to be prudent over next few months.

Several questions were raised;

Can we access grants as we are now in lockdown again – RFO to investigate

Need to spend “hardship grant” on the local community – Clerk to bring back report at next meeting.

As Copt hall closed – sorting out removal of gas heaters / new electric heaters – so reopen afresh – review internal decoration after works complete

Cllr Escombe proposed and Cllr Taylor-Smith seconded to accept the Budget monitoring report – agreed unanimously

## **7.7 Council facilities update on impact of National Lockdown**

The Clerk confirmed that the Copt hall, KGV sports pavilion, MUGA are closed for bookings.

Note the food 4 families and the Post office on a Monday and Thursday mornings are still operating.

The playgrounds, open spaces, allotments, cemetery are still open for use in line with Government guidance.

## **8. REPORTS OF COMMITTEE CHAIRMEN AND UPDATES**

### **8.1 Facility and Services Committee – 26<sup>th</sup> October 2020**

Cllr Fitzpatrick introduced a number of proposals:

- A resident requested that Ockley Allotments be turned into a car park. The Committee noted that allotments are a legal requirement for a Parish Council to provide and we have a waiting list.

Cllr Appelbe proposed and Cllr Cory seconded that we retain Ockley Allotments as allotments – agreed unanimously.

- We have only one quote for the removal of the gas heaters at Copt hall, but timing is urgent.

Cllr Hunt proposed and Cllr Fitzpatrick seconded that we approve the quote – agreed unanimously

- We have sought three quotes for the tree work at Ockley Allotments but only one has come back so propose to accept the quote

Cllr Cory proposed and Cllr Fitzpatrick seconded that we approve the quote – agreed unanimously

Cllr Fitzpatrick also asked to

- Note agreed cemetery improvements which were taking place in November 2020
- Note add Bus shelters to FAS action plan and would need a budget of £1,000 moving forward

## **8.2 Strategy, Administration and Projects Committee – 19<sup>th</sup> October 2020**

Cllr Taylor –Smith

- External audit, the RFO updated Council that some further info had been requested and sent off – should hear before the 30<sup>th</sup> November 2020
- Debit card sent off (note card arrived on 12.11.2020)
- Remembrance Sunday – was obviously limited due to COVID 19 but Hawkhurst remembered the sacrifice of so many
- Budget discussion rolling forward – expectation of 50% reduction in income and no grants to cover loss – focus on base budget and build back up and need to be focused on a few projects – detailed discussion at SAP on 16<sup>th</sup> November 2020 and then Council meeting on December 2020.

## **8.3 Note Community Centre Working Group – 2<sup>nd</sup> November 2020**

A debate took place about the amount of sports / activity in the new building; football changing rooms, Table Tennis, Short Matt Bowls, Taekwondo, Judo etc but not indoor football, basketball or badminton. This is in addition to the community events, activities and meetings.

Cllr Whittle proposed and Cllr Fitzpatrick seconded that the name should be changed to “Hawkhurst Community and Sports Centre” – agreed majority 10 for 2 against (Cllrs DB and PG)

## 9. FINANCE:

### 9.1 Monthly Income and expenditure

#### INCOME AND EXPENDITURE OCTOBER 2020 for FCM 09.11.2020

Accounts for payment	£	83,420.67	to 09.11.20
Payment received	£	4,370.50	to 30.10.20
<b>Net Expenditure</b>	<b>-£</b>	<b>79,050.17</b>	
Cambridge & Counties	£	88,291.16	to 30.04.20
Cambridge Building Society	£	75,527.15	to 31.12.19
Lloyds Current	£	10,000.00	to 30.10.20
Lloyds Access Reserve	£	85,527.09	to 30.10.20

**9.2 Agreement to pay payments schedule** – Note several amendments – Billingham is income not a payment, add £17 to the Poppy Appeal and £150 for War Memorial Cleaning.

Cllr Escombe proposed and Cllr Green seconded that we agree payment schedule – agreed unanimously.

## 10. CORRESPONDENCE

No	Date	From	Issue
1	20.10.20	A resident	Complaint about increase in allotment fees
2	27.10.20	UKPN	Letter seeking access to Hearten oak Recreation Grd or take Hawkhurst Parish Council to the Magistrates Court.

## 11. NOTES & INFORMATION

### 12. BURIALS AND MEMORIALS – NA

No	Date	Name	Interment
1	15.10.20	Mrs. Jay	
2	22.10.20	Mrs. Broughton	

## 13. CONFIDENTIAL:

### 13.1 Council income was discussed

**13.2 Personnel issues were discussed**

**13.3 Community Centre was discussed**

**CLOSURE:10pm**

**Signed Chairman .....**