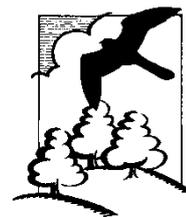


# HAWKHURST PARISH COUNCIL



## MINUTES – 14<sup>th</sup> December 2020

**Present** Cllr Escombe, Cllr Taylor-Smith, Cllr Green, Cllr Whittle, Cllr Cory, Cllr Weeden, Cllr Pyne, Cllr Blake, Cllr Fitzpatrick, Cllr Hunt, Cllr Jones, Cllr Lusty and Cllr Appelbe

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

- i) Update from Cllr Holden KCC Member on potential impact on Kent regarding Brexit – traffic issues major concern but planning in place, extra lorry parks, plus paperwork and Border staff.  
Also concern about Kent as a whole being in Tier 3
- ii) Cllr Thomson TWBC Ward Member emphasised that the Local Plan is about to be signed off and out for publication in near future. Enquired about the Hawkhurst Business Group – Clerk to follow up
- iii) Cllr Bland explained that once Tunbridge Wells Borough Council sign off Local Plan it will go to “Reg 19 consultation” – expected January 2021 – then vetting by Inspector and hopefully adoption in late 2021.
- iv) Cllr Palmer enquired about Council Tax base in Hawkhurst – Parish now have information.
- v) Cranbrook Rd / Heartenoak junction – Cllr Holden noted that design has been agreed and currently out to tender. Will update when more information to hand.

### **2. APOLOGIES AND REASON FOR ABSENCE: NA**

### **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 Appelbe – 43 and lobbied about 42  
Cllr Pyne – 43  
Cllr Weeden 45

### **4. APPROVAL OF MINUTES:**

#### 4.1 Approval

Cllr Escombe proposed and Cllr Taylor Smith seconded the approval of the Minutes of the Parish Council meeting held on 9<sup>th</sup> November 2020 – agreed 12 / 0 and Cllr Weeden abstained as not present at meeting

Cllr Escombe proposed and Cllr Taylor Smith seconded the approval of the Minutes of the Parish Council Confidential EGM 16<sup>th</sup> November 2020 – agreed by majority 11 / 0 – Note Cllrs Blake and Appelbe abstained as not present at meeting

Cllr Escombe proposed and Cllr Taylor Smith seconded the approval of the Minutes of the Parish Council EGM 23<sup>rd</sup> November 2020 – agreed 11 / 0 and Cllr Weeden abstained as not present at meeting and Cllr Whittle abstained due to a pecuniary interest.

- ii) The minutes of the Facilities and Services Committee 23<sup>rd</sup> November 2020, Strategy, Administration and Projects Committee 16<sup>th</sup> November 2020, Personnel Committee 3<sup>rd</sup> December 2020 and Community Centre Working Group Meeting 7<sup>th</sup> December 2020 were noted.

## 5. MATTERS ARISING FROM PREVIOUS MINUTES

- i) **Park Lane / Bedgebury** (13.7.2020/1.1) – a positive meeting was held on the 12<sup>th</sup> November 2020, agreed online survey with three options. This has been circulated to Cllrs, promoted on social media and on website. Agreed re-promote on social media as closing date 31<sup>st</sup> December 2020. Aim for follow up meeting late January 2021 when survey analysed.
- ii) **Air Quality** (13.7.2020/7.6) – Update from Cllr Escombe – awaiting diffusion tubes on High Street and Air Quality Action Plan due for public consultation early New Year.
- iii) **Walking and Cycling strategy** – (13.7.2020/7.8) – update Cllr Cory potential new layby specification for Mobile CCTV camera – chase up in new year.
- iv) **Community Right to Bid** – (13.7.2020/7.9) – report to next Council meeting
- v) **Finance** – (13.7.2020/7.1)
  - a) Online banking Process to next SAP – Update RFO
  - b) Additional bank account – RFO to open before next precept is received
- vi) **Heartenoak Recreation Ground** (10.8.2020/7.4) – Following a discussion it was agreed that the situation was completely unsatisfactory, that UKPN had acted outside all guidelines and best practice but it was better to have a signed Wayleave for the future. It was agreed to:
  - a) To ask the surveyor to walk the route of the cables in January 2020 with UKPN and sign off the route and then arrange for signature of the Wayleave once the route is confirmed
  - b) To offer to pay 50% of invoice to Surry Hills due to conflicting advice.
- vii) **Formation of a Hawkhurst Community Interest Company** (14.9.2020/7.3) – **Broadband** – Cllr Taylor – Smith updated the Council on the presentation by Open reach / KCC which has been circulated. The aim is for survey to be completed spring 2021 – so we then know which areas will be delivered by Open reach and which areas / streets we will need to liaise with and support access the voucher scheme.  
It is important that the Council agree which Cllrs will be “Directors of the Community Interest Company” – recommend 3 – 5.  
  
Cllr Taylor-Smith suggested that Cllrs consider this and contact the Clerk in January 2021 so we can set up the Community Interest Company by end of February 2021 prior to knowing the areas / streets that we need to liaise with.
- viii) **Highgate House Gates** (14.11.2020/7.3) – Cllr Appelbe noted the information that the new entrance was wider – so gates cannot be refitted.

## 6. PLANNING

### 6.1 Planning applications to be considered

No	Application No	Proposal	Location
42	20/02890/LBC	Listed Building Consent: Alterations to outbuilding including changes/additions to fenestration, internal alterations	Birchfield Rye Road Hawkhurst Kent TN18 5DA

#### **Background:**

*Birchfield, along with the neighbouring properties, is part of the former Fowler's Park estate. This outbuilding is on the edge of Birchfield's grounds, and adjoins the gardens of The Coach House and Medlar House. Neighbours have expressed a number of concerns about this proposal, which they consider has the potential to impact on them.*

#### **Comments and Recommendation:**

HPC supports the principle of the alterations to this outbuilding. However, we do have a number of concerns about the current proposals. We share the views expressed by the Conservation Officer and neighbours that the proposed design for the door is incompatible with the modest nature of the outbuilding. The Parish Council also objects to the extent of glazing in the east elevation. We are also disappointed with the removal of the chimney and fireplace, given that HD4 requires the inclusion of a working chimney in new development.

In HPC's view the current proposals do not comply with the design guidance in HD4 and the plans should be adapted to be more sympathetic to the outbuilding's traditional design/history.

Residents have also raised concerns about the impact on drainage and water supply. HPC cannot comment on these issues but would like reassurance that these matters have been fully considered.

We would also wish to see a condition that tied the use of the annexe to the host house for friends and family as in the application and prevents the use of the outbuilding for business purposes.

#### **Vote: Support 11, Object 1 (Cllr MA) Abstain 1 (Cllr PJ)**

**Decision:** HPC **supports** this application with the following provisos

- the entrance door should be simplified
- the eastern elevation should remain as is
- the outbuilding should be tied to the host house with the use restricted to non-business use
- concerns over water supply and drainage should be fully investigated.

43	20/03224/TPO	Trees: COPPER BEECH (T1) - Removal of two lower branches to North East of tree which overhang garage of Little Sandrock	Land Between Cranbrook Road And Vale Road Hawkhurst Kent
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**Background:**

*The proposed works are to prevent damage to the garage.*

**Comments and Recommendation:**

HPC **supports** this application assuming that it will not impact the tree negatively.

**Vote: Support 10, Object 0 Abstain 3 (Cllrs JP, MA, PJ)**

**Decision: Support**

44	20/03215/FULL	Two storey side extension and extension to existing balcony	Bakery Cottage Winchester Road Hawkhurst TN18 4DE
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**Background:**

*This is a relatively small cottage and the proposal will result in the addition of a third bedroom. The house is currently on three floors, with a lower ground floor. The extension would be to the lower ground floor and ground floor, leaving the first floor unchanged.*

**Comments and Recommendation:**

This appears to be a relatively modest extension, with materials to match the existing and, therefore, complies with HD4 of the NDP. It does not appear to have a negative impact on nearby properties. The fact that there are no objections from neighbours lends weight to this view.

**Vote: Support 12, Object 0 Abstain 1 (Cllr PJ)**

**Decision:**

HPC **supports** this application

45	20/03366/OUT	Outline Planning Permission (All Matters Reserved) - Erection of 7 dwellings	Whiteswood Farm Whites Lane Hawkhurst Kent TN18 4HP
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**Background:**

*This is an outline application, with all matters reserved. So in effect, the decision is simply whether 7 dwellings can be built on this land. There is no reason why the layout, house type etc would be the same when it came to the full application. The land is currently an orchard. Concerns raised by residents include the impact on traffic, particularly because this part of the village is already very congested, the impact on Whites Lane, outside the LBD, lack of*

*infrastructure, air quality, impact on AONB.*

**Comments and Recommendation:**

We appreciate that this is an outline application, but there is very little information provided on which this application can be judged.

As a greenfield site, this would need to comply with HD1(a) 3. It is contiguous with the LBD and would provide 5 to 10 dwellings. However, the application as it stands does not demonstrate effective physical integration with the existing settlement patterns. This is agricultural land, which is currently an orchard. Para 7.9 of the NDP is explicit that the need to develop agricultural land needs to be demonstrated as necessary and even so should only be on land graded as 4 or 5. This does not apply in this case. The NDP also seeks to avoid the sense of rapid change that could be created by multiple simultaneous developments, even where these are small (para 7.13). This site is in an area of the village that is already congested and has significant development currently being constructed (the Millwood development at off Heartenoak Road). Therefore, this application is contrary to HD1 of the NDP.

The proposal of four 2-bed houses would comply with HD2's requirement for a mix of housing sizes, with a focus on smaller homes. However, we are mindful that this is an outline application with all matters reserved. At this stage, there is also nothing to indicate that this will meet HD3 or HD4. We are particularly concerned that the proposed parking will not be sufficient for houses in this location. In our opinion the proposed development is far too intensive for this site.

We are worried about the impact on the AONB and this does not appear to have been assessed in the application, contrary to LP1 and LP2.

We object to the removal of so many trees. HPC's Tree Policy requires that 3 trees should be planted for every tree that is removed.

There is much within the Transport Statement that we disagree with. From a highways safety point of view, we are not reassured by the statement that the visibility splays meet the recommended distances for a 30mph zone, when it has not been ascertained whether the site is actually within the 30mph zone. The walking distances appear to rely on the use of Queens Road to access the facilities at the village centre, but this ignores the fact that there is no pavement along sections of Queens Road. Moreover, Queens Road is used by traffic cutting through to avoid the queues at the crossroads. As residents of Hawkhurst, we

find it hard to reconcile experience with the statement that there is a very good bus service. The assertion that the estimated 35 trips a day is likely to be "easily absorbed" by the highway network does not appear to be backed up by any evidence. It seems that no consideration has been given to the congestion at the crossroads, nor the existing high levels of traffic in this part of the village.

This application and the reports that accompany it ignore the importance of Whites Lane, an historic routeway, which is of great value to the village for walking, cycling and riding. There is no pavement along Whites Lane and the Parish Council is keen to resist any increase in traffic on this rural lane. Indeed, HPC's Walking and Cycling Strategy recommends that Whites Lane should be designated as "access only" in light of its recreational value to the village.

**Vote: Support 0, Object 12 Abstain 1 (Cllr BW)**

**Decision:** HPC **object** to this application.

46	20/02811/FULL	Erection of a single storey cabin	2 Seacox Cottages High Street Hawkhurst TN18 4XP
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**Background:**

*This application is for a wooden cabin forming a garden room, office and gym. It will be sited behind the existing garage and won't be visible from the road.*

**Comments and Recommendation:**

**Vote: Support 13, Object 0 Abstain 0**

**Decision:** HPC **supports** this application.

47	20/03120/FULL	Erection of a detached 4 berth garage	Land At Junction Of Conghurst Land And Hastings Road Conghurst Farm Hawkhurst Kent
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**Background:**

*The garage is big, but the plans indicate that the roof space is non-habitable and will be used for storage.*

**Comments and Recommendation:**

The proposed garage is big, but seems appropriate for a 5-bedroomed house where occupiers will clearly be reliant on their cars to access local facilities, employment and education. It will have no impact on trees and hedgerows. Whilst it will be visible from the

road, so is the barn itself.

**Vote: Support 13, Object 0 Abstain 0**

**Decision:** HPC **supports** this application

48	20/03287/FULL	Installment of a replacement oil tank (Retrospective)	St Ronans School Water Lane Hawkhurst Kent TN18 5DJ
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**Background:**

*The existing oil tank failed.*

**Comments and Recommendation:**

We note that the replacement oil tank has been relocated slightly, but understand that this was for safety reasons.

**Vote: Support 12, Object 0 Abstain 1 (Cllr PJ)**

**Decision:** Therefore, HPC **supports** this application.

49	20/03286/FULL	Retention of a temporary marquee for 18 months (Retrospective)	St Ronans School Water Lane Hawkhurst Kent TN18 5DJ
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**Background:**

*This is a temporary marquee which was erected in response to COVID as the dining room is too small to allow appropriate social distancing.*

**Comments and Recommendation:**

HPC **supports** this application

**Vote: Support 12, Object 0 Abstain 1 (Cllr PJ)**

**Decision:** HPC **Support** application

6.2 Planning information on file

**7. MATTERS FOR FURTHER DISCUSSION:**

7.1 **External Audit Report** – RFO updated the Council on the External Audit report and that it recognised the work to deliver Internal Auditors recommendations and that we had corrected issues of previous year.

One point being picked up was the Business Rates Business Grants had been wrongly allocated and this lesson would be learnt moving forward.

The Cllrs thanked the RFO for her work in a difficult time (Lockdown / remote Audit etc)

**Cllr Escombe proposed and Cllr Taylor-Smith seconded to adopted the external Audit Report – agreed unanimously**

7.2 **Council and Committee meeting 2021** – Cllr Escombe introduced the item and asked the Clerk to clarify if the Annual Parish Meeting could be done remotely. – bring back to next meeting. The proposed Council and Committee meeting dates are below:

### **January**

CSCWG	18 <sup>th</sup> (Monday 4 <sup>th</sup> is first day back)
Full Council	11 <sup>th</sup>
SAP	NA
FAS	25 <sup>th</sup>

Council planning - only if required – 25<sup>th</sup>

### **February**

CSCWG	1 <sup>st</sup>
Full Council	8 <sup>th</sup>
SAP	15 <sup>th</sup>
FAS	NA

Council planning - only if required – 22<sup>nd</sup>

### **March**

CSCWG	1 <sup>st</sup> and 29 <sup>th</sup> – so no meeting in April due to Easter
Full Council	8 <sup>th</sup>
SAP	NA
FAS	22 <sup>nd</sup>

Council planning - only if required – 22<sup>nd</sup>

### **April**

CSCWG	Na
Full Council	12 <sup>th</sup>
SAP	19 <sup>th</sup>
FAS	Na

Council planning - only if required – 26<sup>th</sup>

### **May**

Election 6<sup>th</sup> May 2021

AGM – 17<sup>th</sup> new council – reset meeting dates for 2021/22

Council planning only if required – 17<sup>th</sup> following AGM

**Cllr Escombe proposed and Cllr Taylor-Smith seconded to adopted the Council and Committee dates above – agreed unanimously**

7.3 **Cemetery Restoration project** – Cllr Green introduced the report and the key points were;

- The research element completed – 134 graves are effected
- Followed KALC advice, we have written to last known address and used Posters to highlight project
- Now in a position to move forward – estimated cost £31,000

Cllr Hunt asked for clarity on the overall cost - £31,000 + VAT

The RFO explained that we can reclaim VAT.

Cllr Taylor-Smith thanked Cllr Green for all this hard work to rectify a wrong of the past and asked about the need to deliver as soon as practical

Cllr Green suggested that we start in new year (using General Reserves) but budget the whole cost for next year and repay any costs in 2020/21 back into General Reserves in April 2021.

Cllr Hunt felt that the timescale was ambitious

**Cllr Green proposed and Cllr Taylor-Smith seconded;**

- **To proceed with the project as described.**
- **To add £31,000 to the village fund budget to provide for the one-off cost of the cemetery restoration project. Any underspend achieved due to the reuse of kerbs or further discounts obtained on bulk supply of grave markers to be transferred to reserves, from which the initial sums may be spent this year as the project goes over two financial years**

**Agreed majority 11 for, 0 against and 2 abstained (Cllr Hunt and Jones)**

7.4 **Draft Allocation of Council Reserves** – RFO discussed a range of figures such as in 2020/21 we spent £52,150 on the MUGA, transferred £69,150 to HCT and we have ring fenced £3,282 to the War Memorial Fund.

We need to clarify the spend on the Community Centre before we can allocate the remaining reserves.

Cllr Taylor-Smith asked about JR costs – were they from General Reserves or Village Fund – Village Fund

Cllr Green asked if the payment for cleaning the War Memorial can be taken from the reserves ring fenced for the War Memorial rather than the revenue budget – agreed (£3,282 - £150)

After a further discussion it was agreed that:

With regards the Community Centre the RFO, Clerk and Project Manager to meet to confirm;

- a) what has been spent so far in 2020/21
- b) what needs to be committed to obtain Planning Permission in 2021
- c) what is required for the “review phase”.
- d) Once we have these figures we can deduct the total from allocated funding and report to the SAP meeting to allocate the remaining reserves and on to Council for final approval

**RFO to bring report to SAP meeting 21<sup>st</sup> December 2020 and then Council meeting 11<sup>th</sup> January 2021 for formal adoption**

**7.5 Draft Council Budget 2021/22 for discussion** – Cllr Escombe introduced the discussions;

Cllr Taylor Smith felt this budget would set the tone of where we are going in the next 18 months or so regarding the cemetery project and the Community Centre project. We have managed the challenges of COVID 19 well – supporting the community, carrying the projected loss of income and increase in cleaning costs and staffing.

SAP went through the draft budget line by line and there is no fat left to cut – so we need to ensure we have a buffer to manage problems and deliver key projects.

The Village Fund was eaten up by the JR legal fees in 2020/21

We have just agreed an increase of £31,000 for the Cemetery Restoration project.

Cllr Hunt asked about the change in salaries – The RFO’ explained that staff salaries are budgeted to reduce but there is an increase in Cleaning Contractors as we have to clean after each use now.

Cllr Hunt asked after Village Fund – RFO explained currently earmarked for Cemetery Project or Community Centre

Cllr Green emphasised that historically we have a low precept – especially compared against our near neighbours. We need to realise that if we want to do these projects we will need to increase the precept to cover the cost of them.

With a small precept, a relatively small increase in £, is a large percentage increase. However, we will still be some way behind other neighbouring Parish Councils, note:

	Precept amount for 2020/21	Band D Council Tax this year (current tax base)	New tax base - no change to precept amount	Compared with Hawkhurst if no precept change	Compared with Hawkhurst if precept up by 2%	Compared with Hawkhurst if precept changes by 2% plus £35,000 added to Village Fund
Sandhurst	£73,900	£121.61	£126.71 (+4.2% over this year)	£33.29 (+36% higher than Hawkhurst)	£31.42 (+33% higher than Hawkhurst)	£14.21 (+13% higher than Hawkhurst)
Cranbrook & Sissinghurst	£356,300	£134.62	£136.14 (+1.1% over this year)	£42.72 (+46% higher than Hawkhurst))	£40.85 (+43% higher than Hawkhurst)	£23.64 (+21% higher than Hawkhurst)
Goudhurst	£194,610	£143.02	£145.95 (+2.0% over this year)	£52.53 (+56% higher than Hawkhurst))	£50.66 (+53% higher than Hawkhurst))	£33.45 (+30% higher than Hawkhurst)
Paddock Wood	£461,642	£156.16	£156.00 (-0.1% over this year)	£62.58 (+67% higher than Hawkhurst))	£60.71 (+64% higher than Hawkhurst)	£43.50 (+39% higher than Hawkhurst)
Hawkhurst	£189,966	£91.25	£93.42 (+2.4% over this year)		£95.29 (+4.4% over this year)	£112.50 (+23.3% over this year)
Hawkhurst ranking out of 16 Parish/Town		10th	9th		9th	7th (i.e. mid ranking)

Councils (note smaller Parishes are typically lower, e.g. Frittenden ranked 16th has a precept of just £17k.					
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Cllr Escombe was worried about increased precept on those that are struggling – it is just not the poor but those who are furloughed, lost jobs, self-employed without support etc.

Also other Parishes are not increasing significantly their precept, she was worried that a significant increase could be the straw that “broke the Camel’s back” for some in the Parish.

Cllr Taylor-Smith agreed with much that Cllr Escombe has said but highlighted that we have just agreed £31,000 for the Cemetery Restoration Project, that we removed £69,150 from reserves earmarked for the Community Centre so if we want to deliver these projects we need to increase the precept.

Also that delay equates to increased cost as building costs will rise, and we do not want to be back where we were 10 years ago.

Cllr Green proposed increasing the Village Fund by £35,000 to £65,000

The budget options were inserted into the Precept calculator to illustrate the impact on the precept bands on two options;

a) £197,475

Hawkhurst	2020/21	2021/22		Variance		
Enter Parish Precept (£)	189,966	197,475	Enter your budget			
Tax base	2,081.90	2,033.40	Tax base to be approved by TWBC on 3/12/20	- 48.50		
	£	£		% Increase on Bills	Annual increase	Monthly Increase
Band D Equivalent	91.25	97.12	Percentage Increase on Bills	6.4	£ 5.87	£ 0.49
Band A	60.83	64.75	(6/9ths of Band D)	6.4	£ 3.92	£ 0.33
Band B	70.97	75.54	(7/9ths of Band D)	6.4	£ 4.57	£ 0.38

Band C	81.11	86.33	(8/9ths of Band D)	6.4	£ 5.22	£ 0.44
Band D	91.25	97.12		6.4	£ 5.87	£ 0.49
Band E	111.53	118.70	(11/9ths of Band D)	6.4	£ 7.17	£ 0.60
Band F	131.81	140.28	(13/9ths of Band D)	6.4	£ 8.47	£ 0.71
Band G	152.08	161.87	(15/9ths of Band D)	6.4	£ 9.79	£ 0.82
Band H	182.50	194.24	(18/9ths of Band D)	6.4	£ 11.74	£ 0.98

b) £232,475 – (extra £35,000)

Hawkhurst	2020/21	2021/22		Variance		
Enter Parish Precept (£)	189,966	232,475	Enter your budget			
Tax base	2,081.90	2,033.40	Tax base to be approved by TWBC on 3/12/20	- 48.50		
	£	£		<b>Percentage Increase on Bills</b>	<b>Annual increase</b>	<b>Monthly Increase</b>
Band D Equivalent	91.25	114.33	Percentage Increase on Bills	25.3	£ 23.08	£ 1.92
Band A	60.83	76.22	(6/9ths of Band D)	25.3	£ 15.39	£ 1.28
Band B	70.97	88.92	(7/9ths of Band D)	25.3	£ 17.95	£ 1.50
Band C	81.11	101.63	(8/9ths of Band D)	25.3	£ 20.52	£ 1.71
Band D	91.25	114.33		25.3	£ 23.08	£ 1.92
Band E	111.53	139.74	(11/9ths of Band D)	25.3	£ 28.21	£ 2.35
Band F	131.81	165.14	(13/9ths of Band D)	25.3	£ 33.33	£ 2.78
Band G	152.08	190.55	(15/9ths of Band D)	25.3	£ 38.47	£ 3.21
Band H	182.50	228.66	(18/9ths of Band D)	25.3	£ 46.16	£ 3.85

**Cllr Green proposed and Cllr Taylor-Smith seconded a budget increase of £35,000 to the Village fund making a total precept of £232,475 – agreed**

**Nine for** - Cllr Taylor-Smith, Cllr Green, Cllr Whittle, Cllr Weeden, Cllr Pyne, Cllr Blake, Cllr Fitzpatrick, Cllr Jones, Cllr Lusty and Cllr Appelbe

**Three against – Cllrs Escombe, Cory and Hunt**

**Note Cllr Jones had left the meeting due to technical problems**

**RFO to bring back budget report to Council meeting 11<sup>th</sup> January 2021 meeting for formal approval.**

## 7.6 **Hawkhurst Cemetery Policy – minor update**

Cllr Fitzpatrick introduced the item as there is concern about some of the “decorations” in the Cemetery being against the feel of a rural / woodland cemetery that we needed to revise the Cemetery Regulations so that we can write to relatives asking them to remove or we would remove and retain for people to collect, suggested amendment below

“Persons shall be allowed to place on any grave space floral decorations (BUT NOT TO PLANT FLOWERS OR SHRUBS OR PLACE ANY EXTRANEIOUS OBJECTS). The Board reserves the absolute right to remove anything they consider undesirable or unsightly. The board also reserves the right to remove any inscription attached to floral decorations which is in their opinion objectionable”

In addition, we have completed the repairs to the Lych Gate gutters and are obtaining quotes for repairs to the playground equipment.

Cllr Cory asked about tape around the damaged playground equipment

(Note – we regularly put tape around the damaged piece of play equipment but sometimes it is removed and we replace it, we will continue to do so)

**Cllr Fitzpatrick proposed and Cllr Pyne seconded that we amend the Cemetery Regulations with**

**“Persons shall be allowed to place on any grave space floral decorations (BUT NOT TO PLANT FLOWERS OR SHRUBS OR PLACE ANY EXTRANEIOUS OBJECTS). The Board reserves the absolute right to remove anything they consider undesirable or unsightly. The board also reserves the right to remove any inscription attached to floral decorations which is in their opinion objectionable”**

**Agreed unanimously**

## 7.7 **Request to do metal detecting at KGV –** The Clerk introduced the item that we had a request to do metal detecting on the KGV – having taken advice from Fields in trust

advised that they would suggest no as like many authorities concerns over metal detecting on sports pitches.

**Cllr Escombe proposed and Cllr Whittle seconded not to allow metal detecting on the KGV**

**Agreed - unanimously**

7.8 **Review of S106 list** – Cllr Escombe introduced the report that had been circulated, several amendments to stay updated

**Cllr Escombe proposed and Cllr Green seconded to adopt revised Section 106 list as reported – agreed unanimously**

7.9 **Scouts design competition for village “slow down” road signs** – Cllr Escombe introduced the item and felt that it was a good idea – we will need to clarify where the signs can be located. Cllr Cory agreed to liaise with the School.

**Cllr Escombe proposed and Cllr Cory seconded to support the scouts design competition for village “slow down” road signs – agreed unanimously**

7.10 **Community Litter pick – Macdonald’s offer of support**

Cllr Cory introduced the item and noted the offer of help.

Following a discussion, it was felt that it was a local, well attended community event, but McDonalds offer of staff help should be accepted.

**Cllr Cory proposed and Cllr Escombe seconded that we accept the offer from MacDonalD’s to support the Hawkhurst Community Litter picks.**

**Agreed – majority 8 / 4**

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

8.1 **Facility and Services Committee – 23<sup>rd</sup> November 2020**

Cllr Hunt proposed and Cllr Appelbe seconded not to offer a half plot and that the termination notice should stand – agreed unanimously

## 8.2 Strategy, Administration and Projects Committee – 16<sup>th</sup> November 2020

### Proposals

Complaints Policy Cllr Green introduced this item and confirmed that it was an upgrade from the existing policy and reflected the NALC advise.

**Cllr Green proposed and Cllr Taylor-Smith seconded to recommend the revised complaints policy to Council for approval**

**Agreed majority – 11 /0 , note Cllr Escombe abstained**

**Cllr Green proposed and Cllr Weeden seconded to recommend allocating the “Hardship Fund” £2,750 to HCSG to support the community in the COVID 19 pandemic to Council for approval.**

**On reflection if the funding is not spent on Food 4 Families then the funding should be returned to Hawkhurst Parish Council.**

**Agreed – 11/ 0 note Cllr Escombe abstained**

## 8.3 Community Centre Working Group – 7th December 2020

Cllr Whittle updated the Council on the meeting all at attended and noted

- that the planning application was aiming for submission prior to Christmas 2020 – subject to final reports
- That the professional fees are being refined
- That the Capital cost will be refined for January 2021

## 9. FINANCE:

### 9.1 Monthly Income and expenditure

#### INCOME AND EXPENDITURE NOVEMBER 2020 for FCM 13.12.20

Accounts for payment	£	22,175.75	to 14.11.20
Payment received	£	1,914.74	to 30.11..20
<b>Net Expenditure</b>	<b>-£</b>	<b>20,261.01</b>	
Cambridge & Counties	£	88,291.16	to 30.04.20
Cambridge Building Society	£	84,527.75	to 30.11.20
Lloyds Current	£	10,000.00	to 30.11.20
Lloyds Access Reserve	£	41,593.19	to 30.11.20

9.2 Agreement to pay payments schedule – Agreed that the War Memorial costs should be allocated to the Ring Fenced reserves for the War Memorial rather than revenue costs.

**Cllr Escombe proposed and Cllr Whittle seconded to approve payments schedule – agreed unanimously**

## **10. CORRESPONDENCE**

<b>No</b>	<b>Date</b>	<b>From</b>	<b>Issue</b>
1	13.11.20	Chairman of HCT 2018	Complaint that HCT 2018 were not consulted upon / involved in decision to change name of Community Centre (note Cllr Escombe apologized and this was accepted)
2	1.12.20	Southern Water	Work on southern water treatment plant
3	1.12.20	Environment Agency	Environment Agency pollution incident 1867511- raw sewage at King George V Playing Field

## **11. NOTES & INFORMATION**

### **12. BURIALS AND MEMORIALS – NA**

### **13. CONFIDENTIAL:**

**13.1 Confirmation of Local Designated Green Spaces for Local Plan** – Cllr Escombe led a discussion.

### **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.