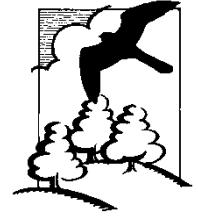


# HAWKHURST PARISH COUNCIL



## MINUTES

**Monday 13th December 2021 at Copt Hall 19:45.**

**Present:** Cllr Escombe (Chairman) Cllr Taylor-Smith (Vice Chairman) Cllr Weeden, Cllr Green, Cllr Paish, Cllr Hunt, Cllr Blake, Cllr Lloyd-Owen, Cllr Ridley, Cllr Pyne, Cllr Anderson and Cllr Cory

Note Cllr Faulkner attended via zoom

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

- i) Cllr Bland TWBC Ward Member, we are waiting for the decisions on the planning application at Turnden (Cranbrook) and Hawkhurst Golf Course.
- ii) Cranbrook Rd / Heartenoak junction – Cllr Holden still chasing. Note that KCC has a challenging Budget setting for 2022/23 (likely to be 2% plus 2% for social services) plus has some potential grant aid for COVID 19 recovery
- iii) Lillesden 11/00217/Full – Speed Signage Planning condition - Cllr Thompson still chasing

### 2. APOLOGIES AND REASON FOR ABSENCE: Cllr Faulkner

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*

### 4. MINUTES:

#### 4.1 Approval

Cllr Pyne proposed and Cllr Green seconded to approve the Minutes of the Parish Council meeting held on 15<sup>th</sup> November 2021

Agreed unanimously

#### 4.2 Note

- i) Council noted the minutes of the Facilities and Services Committee 13<sup>th</sup> September 2021 and 12 October 2021, Planning Committee 2<sup>nd</sup> December 2021, Community and Sports Centre Committee 29<sup>th</sup> November 2021.

## 5. OUTSTANDING MATTERS FROM PREVIOUS MINUTES

- i) **Hawkhurst Broadband - Community Interest Company** – (14.12.20/5.7) – Clerk has circulated a presentation and emails following a meeting with KCC and Open Reach. Council need to confirm how best to support areas of residents in “not spots” as the voucher scheme is changing in spring 2022. We will know the “not spots” in spring 2022. Clerk to liaise with KCC and report back to Council.
- ii) **Update on KGV boiler (17.6.2021/6.6)** Cllr Paish noted that the boiler specification needs to change due to “legionella” and amount of use – will report back to Council.
- iii) **Verbal update on the Hawkhurst Golf Club planning appeal (19.7.21/6.2)** – Cllr Escombe none at this time.
- iv) **Update on Chairman’s Group meeting (16.8.21/6.2)** – Standing Orders, Financial Regulations and Committee Terms of Reference – Following a series of meetings aim to report to Council in January 2022.

## 6. MATTERS FOR FURTHER DISCUSSION:

- 6.1 **Delegation of Powers** – Cllr Escombe led a discussion, note if this does occur the Clerk will circulate reports and set up weekly zoom meetings for all Councillors.

Cllr Taylor-Smith proposed and Cllr Anderson seconded If Council / Committee meetings are cancelled due to COVID-19 that delegated authority should be given to the Proper Officer (the Clerk) in consultation with the Chairman and/ or Vice Chairman and /or Chairman of the relevant Committees.

Agreed majority of 9 for, 0 against and 3 abstain

- 6.2 **Proposed revised way forward for the Community and Sports Centre project** – Cllr Taylor-Smith led a discussion;

Cllr Taylor-Smith proposed and Cllr Pyne seconded that to refine the strategic phased approach to;

- Defer phase 4 Technical Design stage for the building
- Proactively support the planning application – **2021/22**
- Continue to proactively engage the residents to increase understanding of and garner support for the project
- See 2022/23 bid;
  - a growth bid of £5,000 to support the communications plan
  - allocate the £65,000 Village Fund to: car park £30,000 and football pitches £15,000
- Proactively focus on the football pitch improvements – **2021/22**
- As with all Council projects, there is a need to attract as much external funding / fund raising as possible. We should focus on fund raising for the football pitches with the football clubs and seeking grant aid. (we need a budget cost for the installation before we can seek external grants) **2022**
- Playground – tender the agreed design and build brief to obtain an actual playground cost - **2022**
- Once we know the outcome of the Hawkhurst Golf Club and Dandara planning appeals plus the CSC planning application and we have an estimated cost for the football pitch improvements and playground we should review the project - **Spring 2022**

- We will need to clarify PWL processes and loan costs – **Spring 2022**
- Then, engage residents on the **cost issues - summer 2022**
- If the above is approved, amend the project plan and schematic

Agreed majority for 10, against 1 and abstain 1

### **Council moved to closed session to discuss item 12.1 Parish Council office**

**Cllr Cory led a discussion**

### **Council moved back to open session**

**6.3 Budget monitoring report** – RFO introduced the item and noted it was linked to item 6.4

**6.4 Council Budget 2022/23** – Clerk introduced the item and following a discussion, note some bids were removed as they were being delivered in this financial year such as the Copt Hall kitchen works.

The main key points were;

- Seek to complete works this year if possible
- Tree survey, FAS need to assess submission January 2022 and report to Council February 2022 to appoint Arboriculturalist to survey trees, the lack of a tree survey and tree management plan is putting the Council at Risk
- Series of minor budget amendments
- Heartenoak capital works pitch – Bid £14,000. In the debate the figure fluctuated between £5,000 and £25,000 and concluded at £15,000. A bid of £5,000 and £10,000 from the playground budget)
- Cemetery review fees, increase income to £7,000
- Playground equipment replacement £0, moved to Heartenoak capital works budget
- Copt Hall general repairs – increase
- Review contract cleaning

Cllr Escombe proposed and Cllr Taylor-Smith seconded to continue after 9:45pm (2 hours) to conclude the meeting -Agreed – unanimously

- Sports Hall general repairs increased
- Sports Pavilion cleaning review
- Website upgrade £0
- Website maintenance – increase to £7,000
- Parish Office general repairs increase to £3,000
- NDP – reduce bid from £5,000 to £2,000
- Parish Office £33,052
- CSCC communications plan £5,000
- CSCC car park extension £20,000 plus £10,000 from reserves
- CSCC KGV drainage £15,000

Cllr Escombe proposed and Cllr Taylor-Smith seconded to defer until January 2022 Council meeting

Agreed - unanimously

**6.5 Councillor membership of Planning Committee** – Cllr Escombe asked if any Cllrs would like to join the Planning Committee – Cllr Blake volunteered to join Planning Committee

**6.6 New Year Eve Fireworks** – Clerk noted offer to provide Fireworks has been withdrawn.

**7. REPORTS OF COMMITTEE CHAIRMEN AND UPDATES**

**7.1 Facility and Services Committee** – 13<sup>th</sup> September 2021 and 12<sup>th</sup> October 2021 - Cllr Cory

- New piece of play equipment at KGV, confirmed that Council would cover maintenance, insurance and it can be relocated if necessary.

**7.2 Planning Committee** – 2<sup>nd</sup> December 2021 - Cllr Escombe

**7.3 Community and Sports Centre Committee** – 4<sup>th</sup> October 2021 – Cllr Taylor Smith

Cllr Taylor-Smith proposed and Cllr Pyne seconded to Co-opt Rachel Fagg onto the Community and Sports Centre Committee

Agreed unanimously

**7. Finance**

**8.1 Financial position**

Accounts for payment £24,577.72 to 13.12.21  
Payment received £1,399.92 to 30.11.21  
Net Expenditure -£23,177.80  
Cambridge & Counties £89,379.55 to 30.04.21  
Cambridge Building Society £84,635.37 to 31.12.20  
Lloyds Current £10,100.00 to 30.11.21  
Lloyds Access Reserve £107,819.06 to 30.11.21

**8.2 Agreement to pay payments schedule** – circulated plus 2 Cleaning invoices totalling £375.68

Cllr Pyne proposed and Cllr Green seconded to approve payment list plus two extra payments

Agreed unanimously

**9. CORRESPONDENCE**

No	From	Issue	
1	RBL	Thanking Council for support with Remembrance Sunday	Noted

**10. NOTES & INFORMATION:** Note Warden has cleared up broken glass again

**11. BURIALS AND MEMORIALS – None**

**12. CONFIDENTIAL:**

12.1 Parish Council Office report – see closed session

**CLOSURE: 10:30pm**

**Signed .....**

**Date.....**