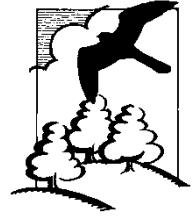


HAWKHURST PARISH COUNCIL



MINUTES

Monday 21st February 2022

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

1. ADJOURNMENT FOR PUBLIC QUESTIONS AND COMMENTS:

i) Update from TWBC Ward Member Palmer still clearing up storm damage – especially Cranbrook Rd. The bin collection is a day behind and TWBC aim to restart green waste bin in March 2022 Also, TWBC received £1.4 million grant towards environmental improvements.

ii) Cllr Thompson noted more sewage tankers and the need to improve the sewage infrastructure and concern that KCC Traffic report has been pulled (Clerk to ask Cllr Holden KCC)

iii) Lillesden Speed Signage – Planning condition - Cllr Thompson, no update

2. **APOLOGIES AND REASON FOR ABSENCE:** Cllr Faulkner via Zoom and Cllr Pyne

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 Taylor-Smith and Cllr Blake item 7.11

4. MINUTES:

5.1 Approval

Cllr Anderson proposed and Cllr Taylor-Smith seconded the approval of the minutes of the 13th December 2021 – unanimously agreed

Cllr Taylor-Smith proposed and Cllr Weeden seconded the approval of the minutes of the 10th January 2022 - unanimously agreed

Cllr Lloyd-Owen proposed and Cllr Cory seconded the approval of the minutes of the EGM 27th January 2022 – Majority 10 for, 0 against 1 Abstain

5. OUTSTANDING MATTERS REPORT

1. Broadband - KCC report in Spring 2022
2. Hawkhurst Planning appeal – The Council thanked Cllr Escombe and others for all their hard work in the successful defence of the appeal.

6. FOR FURTHER DISCUSSION:

7.1 Updated Council Standing Orders, Committee Terms of Reference report – Cllr Escombe led a discussion which concluded;

Cllr Escombe proposed and Cllr Taylor-Smith seconded to;

- Change name of Strategy, Administration and Projects Committee to Strategy, Administration and Policy Committee, retain the current membership
- Adopt the attached;

Standing Orders

Strategy, Administration and Policy Committee Terms of Reference

Facilities and Services Committee Terms of Reference

Personnel Committee Terms of Reference

Community and Sports Centre Committee Terms of Reference

Standard Report format

Agreed – Majority 9 for, 0 against 2 abstained

7.2 Budget monitoring process report – Cllr Escombe led a discussion which concluded;

Cllr Escombe proposed and Cllr Green seconded to adopt the budget monitoring process set out in the attached report

Agreed unanimously

7.3 Budget setting process report – Cllr Escombe led a discussion which concluded;

Cllr Escombe proposed and Cllr Taylor-Smith seconded to adopt the budget setting process set out in the attached report

Agreed unanimously

7.4 KALC Community Award Nominations – The Clerk led a discussion on the nominations, following a vote Alison Mitham has been put forward as the Hawkhurst nomination

7.5 Revised Council / Committee meeting dates – Clerk led a discussion which concluded;

Cllr Escombe proposed and Cllr Taylor-Smith seconded to update the Council meetings 2021/22 as;

Community and Sports Centre Committee – 28th February 2022

Facilities and Services Committee – 7th March 2022 – may need another one in April 2022

Annual Parish Meeting – 23rd May 2022, at Hawkhurst Primary School

Agreed unanimously

7.6 Drainage Consultant appointment – Cllr Taylor-Smith led a discussion which included the proposal from Cllr Lloyd-Owen to defer as he was not satisfied that a full assessment had been carried out, this was not seconded. The GMA fee is £5,726 and covers the requirements. A potential extra cost would be if soil contamination analysis was required - £152 plus VAT per sample. However, this is unlikely as the site has an agricultural and recreational background. Therefore, agreed up to £5,878.

Cllr Taylor-Smith proposed and Cllr Anderson seconded to appoint GMA as the Drainage Consultant at KGV up to £5,878

Agreed Majority 8 for, 0 against 3 abstained

7.7 Budget monitoring report – The discussion included a query around charging for the asbestos survey – RFO to clarify

Cllr Escombe proposed and Cllr Cory seconded to note budget monitoring reports – agreed unanimously

7.8 Hawkhurst Community and Sports Centre Planning application – Cllr Taylor-Smith led a discussion which concluded;

Cllr Taylor-Smith proposed and Cllr Weeden seconded: To approve expenditure of £750 for the Transport Consultant to answer KCC Transport and Highways queries funded from earmarked reserves.

Agreed majority for 9, against 0 and 2 abstained

7.9 Tree and Hedgerow Survey – Cllr Cory led a discussion which concluded;

Cllr Cory proposed and Cllr Blake seconded to appoint Living Forest to undertake the Tree Survey for £1,550, subject to satisfactory references, a site visit and the inclusion in the report of any disease spread to include Ash Die Back on the land. Funded by £1,000 from Tree Policy budget plus £550 from General Reserves.

Agreed majority – 10 for, 0 against and 1 abstained

7.10 Queen Platinum Jubilee Celebrations – Cllr Escombe led a discussion which included Cllrs Ridley and Paish Volunteering to work with the community and

Cllr Escombe proposed and Cllr Ridley seconded to form a Task and Finish group made up of Councillors and community groups representatives to coordinate the Queens Platinum Jubilee Celebrations in the village

Agreed unanimously

7.11 Grant Applications – the Clerk led a discussion which included an amendment to increase the St Laurence Church grant from £200 to £400

Cllr Hunt proposed and Cllr Paish seconded to approve the following grants;

- Hi Kent Hearing Aid Support Group - £480 grant award from S137 budget
- Hawkhurst in Bloom - £835 grant award from s137 budget plus a further £165 from General Reserves (total grant £1,000)
- CATWD: £400 grant award from s137 budget
- PCC of St Lawrence Church, Hawkhurst £400 from General Reserves

Agreed majority 9 For, 0 Against 2 abstained

7.12 Playground Report Cllr Cory led a discussion which included the amendment to the original resolution that the funding should be used to carry out the works identified in the Rospa reports

Cllr Paish proposed and Cllr Cory seconded that the £10,000 in this year's FAS budget for playground equipment should be used to carry out the works identified in the Rospa reports

Agreed unanimously

7.13 Copt Hall improvements Cllr Cory led a discussion which included confirmation that the HCT Trust have given support

Cllr Cory proposed and Cllr Paish seconded to approve the proposed works set out in report, if supported by HCT.

Agreed unanimously

7.14 KGV Sports pavilion cooker report – Cllr Cory led a discussion which concluded

Cllr Cory proposed and Cllr Ridley seconded to remove the gas cooker, isolate the gas and install a new electric cooker up to £700 using General Reserves. Subject to three quotes and approval by the Facilities and Services Committee

Agreed unanimously

8. REPORTS OF COMMITTEE CHAIRMEN AND UPDATES

8.1 Facility and Services Committee –Notes minutes of 17th January 2022 – Cllr Cory to answer any questions - None

8.2 Planning Committee – Note minutes of 27th January 2022 - Cllr Escombe to answer any questions - None

8.3 Community and Sports Centre Committee – Note minutes of 20th January 2022 – Cllr Taylor-Smith to answer any questions - None

8.4 Strategy, Administration and Projects – minutes to next meeting

9. Finance

9.1 Financial position noted

INCOME AND EXPENDITURE JANUARY 2022 for FCM 21.02.22

Accounts for payment	£	14,744.48	to 21.02.22
Payment received	£	4,639.50	to 28.01.22
Net Expenditure	-£	10,104.98	
Cambridge & Counties	£	89,379.55	to 30.04.21
Cambridge Building Society	£	84,635.37	to 31.12.20
Lloyds Current	£	10,393.41	to 28.01.22
Lloyds Access Reserve	£	84,168.95	to 28.01.22

9.2 Agreement to pay payments schedule – Cllr Green asked if an amendment can be made to deduct the Asbestos Survey from the parish office rent - agreed

Cllr Escombe proposed and Cllr Cory seconded to agree payment schedule included the above amendment

Agreed unanimously

10. CORRESPONDENCES

No	From	Issue	Action
1	Various residents	Thank you for all the work on the Hawkhurst Golf Club Planning appeal	Noted
2	Various residents	Verbal complaints about graffiti in the village	Note KCC note, Cllr Hunt to chase up

11. NOTES & INFORMATION

12. BURIALS AND MEMORIALS

Name	Burial	Date
Mr Hagger	Burial	1 st February 2022

CLOSURE:9:15

Signed

Dated.....