



# PARISH COUNCIL OF SANDHURST, KENT

Please reply to Catherine Catt, Parish Clerk, Old School, Back Road, Sandhurst, Kent TN18 5JS 01580-850295

## Approved Minutes Annual Parish Council Meeting 10 May 2022

### In Attendance:

Cllr C Robinson (Chairman) (CR)	Cllr J Roper
Cllr M Phillipson (MP)	TWBC Cllr G Bland
Cllr P Phillipson (PP)	Mrs C Catt (Clerk & Proper Officer)
Cllr D Rogers (DR)	Mrs J Horan (Admin) JH
Cllr L Erwood (LE)	12 Members of the public
Cllr K O'Neil (KO)	

Item No	
<b>1.</b>	<b>Elections : Chairman &amp; Vice-Chairman</b>
	<p>The Clerk welcomed people to the meeting and explained the reason for holding this meeting was to carry out essential business which would normally be conducted as part of the Annual Parish Council Meeting. The first point of business was to elect a Chairman and Vice Chairman.</p> <p>No nominations were received but the clerk informed the meeting that Cllr Robinson and Cllr Griggs had indicated their willingness to stand for another year. Unfortunately Cllr Griggs was unable to attend due to work commitments but was aware the election was taking place.</p> <p><b><u>Election of Chairman</u></b></p> <p>Cllr Rogers proposed that Cllr Robinson should be elected as Chairman. This was seconded by Cllr Erwood and those present voted unanimously to elect Cllr Robinson as Chairman. Cllr Robinson agreed and signed the Declaration of Acceptance of Office.</p> <p><b><u>Election of Vice-Chairman</u></b></p> <p>Cllr Phillipson proposed that Cllr Griggs should be elected as Vice Chairman. This was seconded by Cllr Rogers and those present voted unanimously to elect Cllr Griggs as Vice-Chairman. Cllr Griggs was elected in his absence and the Declaration of Acceptance of Office will be signed tomorrow.</p>

2.	<b>Apologies for Absence</b>
	Apologies were received from Cllr M Griggs (Vice-Chairman) (MG), CC Cllr A Kerry (AK), KCC Cllr S Holden
3.	<b>Welcome New Councillor</b>
	Cllr Robinson on behalf of the council welcomed Cllr Roper to Sandhurst Parish Council.
4.	<b>Declarations of Interest</b>
	Councillors were reminded that they must inform the Monitoring Officer of any changes to their Notification of Disclosable Pecuniary Interests. There were two declarations of interest concerning an item on the agenda: DR & LE as Allotment Holders
5.	<b>Approval of Minutes</b>
	<p>To resolve that the Minutes of the meeting of the Council held on 12 April 2022 are a true record of the meeting. Members were reminded the only issue relating to the minutes that can be discussed is their accuracy.</p> <ul style="list-style-type: none"> <li>• DR Proposed ; LE Seconded and those present agreed that the minutes were a true record of the meeting.</li> </ul> <p>To resolve that the Minutes of the meeting of the Planning Committee held on 22 February 2022 are a true record of the meeting. Members were reminded the only issue relating to the minutes that can be discussed is their accuracy.</p> <ul style="list-style-type: none"> <li>• MP Proposed ; DR Seconded and those present agreed that the minutes were a true record of the meeting.</li> </ul>
6.	<b>Councillor Intervention</b>
	<p><b>Cllr Bland:</b> The Local Elections have been resolved and the political completion of the council has changed pretty dramatically. The largest single party is now the Liberal Democrats, followed by the Alliance Party, followed by the Conservative Party with the Labour Party getting 5 or 6 seats only. It seems likely at the full council meeting in two weeks' time the council will vote a new leader and it is reported that the leader will be the leader of the Liberals in coalition with the Alliance Party and possibly supported by the Labour Party. We will have to see what difference that will make to the conduct of the council and what it does. One thing that has moved forward is the progress of the Local Plan which is the development plan for the whole borough, allocating houses and developments across the borough. The plan has been through two stages of public consultation and has now been referred to an Inspector of Planning for examination. That examination takes effect in two stages, first a paper examination by the examiner to see all the rules have been observed particularly the need to consult with neighbouring local authorities. It has passed the first stage and is now moving on to public examination of the plan which is taking place over the next six to eight weeks at the Town Hall, where interested parties can make their case for or against. Sometime toward the end of the year the Local Plan, we hope, will be adopted. It is unlikely that the change in the political make-up of the council will affect the Local Plan.</p>

7.	<b>Finance</b>
	<p>Bank Statement circulated to show incoming and outgoing payments made from 01 April to 30 April 2022.</p> <ul style="list-style-type: none"> <li>PP Proposed to accept all payments/receipts were in order. DR Seconded. All those present agreed.</li> </ul> <p><u>Year End 2021/2022</u> Report circulated to councillors, CR ran through figures.</p>
8.	<b>Matters Arising</b>
	<p><b>Village Sign:</b> LE, Sign is finished just waiting for hinge to be remade. Once ready Kevin from Iden Signs will call to arrange collection.</p> <p><b>Bollards:</b> The replacement bollards for the Upper and Lower Green to be done on Saturday.</p> <p><b>Tree Planting:</b> The second batch of trees has been planted.</p> <p><b>Flag Pole Duties:</b> Steve Hershall has taken the duties over. Letter of thanks to be sent to Mr &amp; Mrs Young thanking them for the years that they have carried out the flag pole duties. There is a list of official dates for when the Union Flag is flown.</p> <ul style="list-style-type: none"> <li>CR proposed that the Council adopt the official list of dates that the Union Flag should be flown. DR Seconded. All those present agreed.</li> </ul> <p><b>OSH:</b> DR gave update regarding work carried out at the OSH. The external lights have been fitted and are working each side of the front door. The rewiring to the lights in the porch has been completed. The new light fitting has been put up in the hall.</p> <p><b>Pavilion Clock:</b> The power to the clock is now on a separate switch, which is clearly visible.</p> <p><b>Allotment Water Trough:</b> Expected to be fixed tomorrow or Thursday.</p>
9.	<b>Annual Parish Meeting</b>
	<p>The Annual Parish Meeting is scheduled to take place on 21<sup>st</sup> June 2022.</p> <p>Speakers:</p> <p>PCSO Simon Fuller to be invited – JH</p> <p>Cllr Sean Holden to be invited – JH</p> <p>Brian Banks, Environmental Issues to be invited – LE</p> <p>Advertising – Notice on website, Flier in Johnsons, A Frame on Green.</p>
10.	<b>Renovation of Council Assets</b>
	<p>DR circulated a proposal regarding the toilet block. Full discussion of this will be carried to the next meeting. CR visited Goudhurst to find out what facilities they offered and will produce a report for the next meeting.</p>
11.	<b>Allotment</b>
	<p><b>Fence Repairs:</b> Moat and Town and Country have both been contacted regarding repairs to fence, waiting for a response.</p> <p><b>Small Gate:</b> Gate needs to be hung the other way round. Steve Barrett to be contacted to change gate.</p>
12.	<b>Planning Applications</b>
	<b>Application No: 22/01067/FULL &amp; 22/01068/LBC</b>

	<p>Proposal: Addition of two dormer windows, rear roof light and new back door: demolition of conservatory replaced with erection of single storey side extension; internal alterations. Sunnyside Cottage, Rye Road, Sandhurst, Cranbrook, Kent, TN18 5JW Comments due: 13 May 2022</p> <ul style="list-style-type: none"> <li>• DR proposed no objections to the application. Seconded CR. All those present agreed.</li> </ul> <p><b>Application No: 22/01150/PIP</b> Proposal: Permission in Principle; stage one, demolition of existing garage and erection of new bungalow. The Lawns, Rye Road, Sandhurst, Cranbrook, Kent, TN18 5PQ Comments due by: 24 May 2022 The comments/observations made were:</p> <ol style="list-style-type: none"> <li>a) It is over development of the site.</li> <li>b) The new vehicular access to serve the existing dwelling will move closer to a known accident black spot.</li> <li>c) The windows from bedrooms 1 &amp; 2 will look out over a boundary structure less than 1.5m away.</li> <li>d) The Planning statement makes the following incorrect statements:- <ol style="list-style-type: none"> <li>1) It states that there is no contaminated land – how has this been confirmed?</li> <li>2) It is not known of any Tree Preservation Orders – Why not?</li> <li>3) Item 1.4 states that a supermarket is 4 mins walk away, a pub 2 mins and a doctor's 5 minutes' walk. All of these statements are incorrect.</li> <li>4) Item 3.4 states that the development will improve the economic, social and environmental conditions in the area – how will 1 dwelling achieve this?</li> <li>5) Item 3.7 the development will reflect local needs – how has this been determined?</li> <li>6) Item 3.13 sub section 174 conserving AONB – how will this be achieved?</li> <li>7) Policy EN1 the proposal would not cause significant harm ... daylight as per item c above.</li> <li>8) Item 3.23 Chapter 11 Parking for the existing bungalow will take up most of the front garden, this requires further design.</li> <li>9) Item 3.31 what is the implication of development in Cranbrook? The development is in Sandhurst.</li> <li>10) Item 4.3 no impact on road safety, how can this be known?</li> <li>11) Item 5.1 Sandhurst is a village not a Town.</li> <li>12) Item 5.2 appearance – will not appear cramped – subjective comment.</li> </ol> </li> </ol> <ul style="list-style-type: none"> <li>• DR proposed not to support application. MP Seconded. All those present agreed.</li> </ul> <p><b>Application No: 22/01152/FULL</b> Proposal: Demolition of existing rear outshot and construction of a new single-storey rear extension and a single-storey side extension with porch. Upper Green, Back Road, Sandhurst, Cranbrook, Kent, TN18 5JX Comments due by: 25 May 2022</p> <ul style="list-style-type: none"> <li>• DR proposes to support this application. CR Seconded. All those present agreed.</li> </ul> <p><b>Application No: 22/01077/LBC</b></p>
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	<p>Proposal: Proposed replacement rainwater goods Joldwynds, Boxhurst, Sandhurst, Kent.</p> <ul style="list-style-type: none"> <li>• DR proposed no comment other than the conservation officer takes note of the materials used. CR Seconded. All those present agreed.</li> </ul>
13.	<p><b>Correspondence to the Clerk</b></p> <p>Emails of complaint received from two residents regarding the planting of trees on the Upper green.</p> <p>Kemp &amp; Partners sent us a letter thanking us for the use of the Lower Green, they kindly trimmed a couple of the trees at the end of the green before the event.</p> <p>Mrs J Griggs, Jubilee Committee, sent a letter requesting funds: £150 for prizes for various competitions over the Jubilee Weekend. Also £150 to help cover printing costs.</p> <ul style="list-style-type: none"> <li>• LE proposed we agree to donate £150 for prizes. DR Seconded. All those present agreed.</li> <li>• KO proposed a counter proposal for the full amount of £300. JR Seconded. All others present disagreed.</li> </ul>
14.	<p><b>Public Intervention</b></p> <p>As detailed in correspondence to the Clerk there were 2 letters of complaint received in regard to the planting of trees on the Upper Green.</p> <p>Cllr Robinson read out a statement and quoted from the Standing Orders regarding the rules (3) for Public Intervention and then invited members of the public to comment.</p> <p>Parish Council statement on trees (as read out by Cllr Robinson at the meeting on 10th May):</p> <p>Before inviting representations or questions from members of the public, I would like to outline the background to the tree planting project, as I have no doubt that that is the subject on which you wish to comment.</p> <p>Back in 2020 Cllr Holden assigned us £1,000 from his KCC Member's Grant for the specific purpose of planting trees around the village. At the time the PC invited the support of the Horticultural Society to help plan and plant the trees. However, after initial discussions they decided not to pursue that arrangement and so it remained for members of the council to execute the plan. We missed the planting window last season (2020-21) but eventually put together a plan last December, after a considerable amount of thought and discussion, with the final layout being approved at January's meeting. Progress reports on the plan were given at February, March and April's meetings and the first batch of trees was planted on April 12th with the remainder planted today, May 10th.</p> <p>The plan was to plant trees of modest size (i.e. not forest trees such as lime, oak or beech) using native species as far as possible. In the event the choice of species was severely limited by lack of availability at nurseries but the majority of trees are from species that satisfy our criteria. They are mainly varieties of crab apple, cherry, birch, rowan, hornbeam and field maple. The trees along the path on Upper Green have been placed so as to avoid major overhanging to the path and we plan to do an annual check and prune as necessary.</p>

	<p>In response to specific objections that have been raised, we do not agree that the trees will merge to form a hedge, especially in view of our plan to maintain them at a reasonable size. They are unlikely to increase the darkness, as the village already has a dark skies policy meaning that there are few street lights and none on the green. Care was taken in the planning to avoid all underground services. However, there is one tree which is potentially too close to the extension of Dunks Cottage and we will check this point carefully and if necessary move the tree, as it is certainly not the intention to cause damage to property.</p> <p>On the question of communication, we recognise that residents do not usually attend PC meetings nor possibly read the minutes where this project was reported over several months, in addition to being reported in the Village Magazine in March, so we concede that we could have done more to publicise the actual planting plans and we apologise for not doing so.</p> <p>End of statement</p> <p>The following concerns were raised:</p> <ol style="list-style-type: none"> <li>1. Choice of trees</li> <li>2. Location on Upper Green</li> <li>3. Obstruction of View</li> <li>4. Slip/Trip Hazard</li> <li>5. Emergency access</li> </ol> <p>The Chairman listened to the comments made by members of the public and said he would respond as soon as possible.</p> <p>Response from the Parish Council to concerns not covered by earlier statement:</p> <ul style="list-style-type: none"> <li>• Views on the character of the green are subjective and there are people who think it will be improved by the trees as well as those who think the opposite.</li> <li>• We do not believe that there will be a significantly increased slip hazard caused by the trees, as most of the fruit will either be consumed by birds or remain on the trees during winter. We will monitor the situation and take remedial action if necessary including trimming tree roots.</li> <li>• Emergency access will be unaffected by the trees. Emergency vehicles can still access the green if necessary.</li> </ul>
15.	<b>Dates of Next Meetings</b>
	14 <sup>th</sup> June 2022 – Full Council Meeting. 21 <sup>st</sup> June 2022 – Annual Parish Meeting

**CATHERINE CATT**  
Clerk to Sandhurst Parish Council

**CC: For Information**  
County Cllr Seán Holden  
Borough Cllr Godfrey Bland  
PCSO Simon Fuller

Signed:.....

Dated:.....