



# PARISH COUNCIL OF SANDHURST, KENT

Please reply to Julie Horan, Parish Clerk, Old School, Back Road, Sandhurst, Kent TN18 5JS 01580-850273

## Approved Minutes Annual Parish Council Meeting 09 May 2023

### In Attendance:

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| Cllr M Phillipson (Chairwoman) (MP) | Mrs J Horan (Clerk & Proper Officer) (JH) |
| Cllr Griggs (Vice Chairman) (MG)    | Cllr K O'Neil (KO)                        |
| Cllr C Robinson (CR)                | Cllr P Phillipson (PP)                    |
| Cllr D Rogers (DR)                  | Cllr A Kerry (AK)                         |

| Item: |  |
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| 1.    | <p><b>Elections : Chairman &amp; Vice-Chairman</b></p> <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>Cllr Robinson decided to stand down as Chairman. A nomination to replace Cllr Robinson as Chairman was received. Cllr Griggs, Vice-Chair indicated his willingness to stand for another year.</p> <p><b><u>Election of Chairman</u></b></p> <p>Cllr Robinson proposed that Cllr Melanie Phillipson should be elected as Chairwoman. This was seconded by Cllr Griggs and those present voted unanimously to elect Cllr Melanie Phillipson as Chairwoman.</p> <p>Cllr Melanie Phillipson agreed and signed the Declaration of Acceptance of Office.</p> <p><b><u>Election of Vice-Chairman</u></b></p> <p>Cllr Robinson 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.</p> <p>Cllr Griggs agreed and signed the Declaration of Acceptance of Office.</p> <p>JH thanked Cllr Robinson for all of his support over the past year. Cllr Phillipson thanked Cllr Robinson for his role as chair over more years than he expected to do.</p> |

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| 2. | <b>Apologies</b><br>Cllr Bland and Cllr Neville   |
| 3. | <b>Declarations of Interest</b><br>Councillors were reminded that they must inform the Monitoring Officer of any changes to their Notification of Disclosable Pecuniary Interests.<br>None  |
| 4. | <b>Approval of Minutes</b><br>To resolve that the Minutes of the meeting of the Council held on 11th April 2023 are a true record of the meeting. Members were reminded the only issue relating to the minutes that can be discussed is their accuracy <ul style="list-style-type: none"> <li>DR proposed; KO seconded and it was agreed by those present that the minutes were a true record of the meetings.</li> </ul>   |
| 5. | <b>Matters Arising</b><br>Resurfacing Marsh Quarter Lane Car Park - DR waiting for recommendations.<br>OSH Cleaning - JH waiting for quotes.<br>Old Orchard Play Park Fence - CR to ask Aaron Smith to provide a quote as he repaired the fence last time and did a very good job. <ul style="list-style-type: none"> <li>CR proposed to delegate responsibility to JH and MP providing the cost is below £750 ; DR Seconded - All present agreed</li> </ul> Loft Ladder and Boarding Out Loft OSH - DR, the spec has been completed and will be sent out to 3 contractors for quotes.<br>OSH Replacement Toilet Seat - Repairs completed.<br>Phone Box repurposing - CR to speak to George Harding regarding costs. Also to speak to GH about repairs to post and rail fencing around car park at playing fields. <ul style="list-style-type: none"> <li>CR Proposed to approach GH for quotes for Phonebox repurposing and Post and Rail fencing repairs at Playing Field Car Park ; DR Seconded - All present agreed.</li> </ul> |
| 6. | <b>Councillor Intervention</b><br>No Councillors present  |
| 7. | <b>Finance and Accounts</b><br><u>Accounts</u><br>To approve accounts retrospectively for payment from 01 April to 30 April 2023.<br>To receive details of receipts in from 01 April to 30 April 2023. <ul style="list-style-type: none"> <li>MG Proposed ; CR Seconded and those present approved the payments &amp; Receipts from 01 April to 30 April 2023.- all present agreed.</li> </ul> To note the bank reconciliation at 30 April 2023 <ul style="list-style-type: none"> <li>MG Confirmed the bank reconciliation for April had been checked.</li> </ul> Forecast was sent out prior to the meeting by CR. Carpark at Marsh Quarter Lane dependent on second tranche of s.106 monies.   |

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| 8.  | <p><b>Traffic Speed Warning Signs</b></p> <ul style="list-style-type: none"> <li>CR Proposed to purchase 2 speed warning signs by Message Maker (inc solar power/data collection) at a cost of £3,175 each ; KO Seconded - all present agreed</li> </ul> <p>Traffic Monitoring Strip - The steering group were encouraged by Jim Boot to look at using a traffic monitoring strip as would give an indication of the type/volume/size/speed of vehicles passing through the village. KO will look at funding through Locality Grant.</p>   |
| 9.  | <p><b>OSH/Pavilion/Toilet Block</b></p> <p>Renovations finished, apart from a few minor items.<br/>Well mat should have been fitted on 2nd May - JH to query<br/>Layout changes to the OSH as requested by the OSH Sub-Committee plus proposals for funding were discussed. It was suggested that provisional plans were drawn up as a starting point - MG</p>   |
| 10. | <p><b>Transport</b></p> <p>A resident spoke regarding the No 5 bus, we still don't know if we are going to lose the service, as on the KCC website it states that they are taking away the service in June. We have also been told that the information on the website is an error. We need to establish the facts as we do not want to lose this service. There is a Zoom Transport meeting shortly that will be attended by 3 residents.<br/>JH to write to Arriva re confirmation of position.</p>  |
| 11. | <p><b>Neighbourhood Plan</b></p> <p>KO gave an update: MP has her survey ready for businesses. After the accident outside the school a few weeks ago, the school is now more actively involved and has been in touch with KCC and Police about the traffic situation. The Head Teacher wants to have a site meeting with our Transport Group, Police and KCC to review the situation.<br/>The next meeting is 7th June and we are going to have a Vision Event which the various groups will put forward their visions for the future of Sandhurst. Locality are now accepting the second round of applications.</p>   |
| 12. | <p><b>Annual Parish Meeting - 27 June 2023</b></p> <p>So far two confirmed speakers. JH to contact the Horticultural Society to see if they would like to speak.</p>   |
| 13. | <p><b>Planning</b></p> <p><b>Appeal A Ref: APP/M2270/C/20/3246942</b><br/> <b>Appeal B Ref: APP/M2270/C/20/3246943</b><br/> Land south of Oakland's Farm, Bodiam Road, Sandhurst, Kent TN18 5LE<br/> Decision date: 04 March 2022 - 6 months compliance period.<br/> Update - JH has emailed the Head of Planning, Carlos Hone, requesting an update, so far there has been no response to the email sent on 21st April - JH to follow up.</p> <p><b>Application: 23/00998/TCA</b><br/> Proposal: Tree in Conservation Area Notification - EUCALYPTUS (T1) - reduce crown by 2-3 metres in height and width resulting in a final radial crown spread of 5-6 metres and a final height of 5-6 metres above ground level</p> |

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|     | <p>Address: The Old Bakery Queen Street Sandhurst Cranbrook Kent<br/>No comments made</p>   |
| 14. | <p><b>Allotments</b><br/>Revised Terms of Reference for the allotments were circulated prior to the meeting.<br/>• CR Proposed to accept them ; PP Seconded - all present agreed</p>  |
| 15. | <p><b>Cllr Lisa Erwood</b><br/>A donation of £150 is to be made to Hospice in the Weald in memory if Cllr Lisa Erwood.<br/>• CR Proposed ; PP Seconded - all present agreed</p>   |
| 16. | <p><b>Litter Pick Dates</b><br/>Litter pick dates for the coming year: 29th July, 4th November 2023 and 23rd March 2024. 9am at the Swan with Bacon Rolls and Coffee to follow - MG to speak to Shannon at the Swan.</p>  |
| 17. | <p><b>Footpath Maps</b><br/>Footpath maps were discussed, test walks to be done.</p>  |
| 19. | <p><b>Correspondence to the Clerk</b><br/>Email from Hopkins regarding the defibrillator which was used after an incident at the Coronation Celebrations, Ken is going to replace the electrodes and sanitise the unit. He expressed a note of caution, that the battery could possibly need replacing - he will let the PC know if that is the case.</p>   |
| 20. | <p><b>Public Intervention</b><br/>One resident spoke re announcement on KCC website that Arriva's No.5 bus from Maidstone will no longer serve Sandhurst, with the route terminating at Hawkhurst, as a result of Sandhurst residents' complaints, and that although KCC have since stated that the announcement was made in error, we must be diligent to ensure that this remains true. She stressed that Arriva have never been keen on running buses to Sandhurst, and that the turn for them has never been easy, but we cannot afford to lose the No.5 bus. She suggested proposing extending the route to Northiam, where it might be easier for the bus to turn, and urged residents to keep making use of the buses to Hawkhurst, Cranbrook or Staplehurst.<br/><br/>A second resident also spoke re threat to No.5 bus, stressing that we need confirmation from Arriva as to whether the announcement of its termination was an error and suggesting a meeting, possibly by Zoom, to establish the facts, as keeping the service was of paramount importance. She emphasized the need to adopt a conciliatory approach and engage with Arriva re provision for bus turning, possibly at Marsh Quarter Lane/Ringle Green, where drivers would be able to use the public toilets.<br/><br/>A third resident thanked the PC for their support with the Coronation Celebrations and asked whether another defibrillator course could be run.</p> |
| 21. | <p><b>Date of Next Meeting</b><br/>• 13 June 2023<br/>• 27 June 2023 - Annual Parish Meeting</p>  |

**Julie Horan**  
Clerk to Sandhurst Parish Council

**CC: For Information**  
County Cllr Seán Holden  
Borough Cllr Godfrey Bland  
Borough Cllr Ellen Neville