



# PARISH COUNCIL OF SANDHURST, KENT

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

## Approved Minutes Parish Council Meeting 11 July 2023

### In Attendance:

Cllr M Phillipson (Chairwoman) (MP)	Mrs J Horan (Clerk & Proper Officer) (JH)
Cllr Griggs (Vice Chairman) (MG)	Cllr P Phillipson (PP)
Cllr C Robinson (CR)	Cllr E Neville
Cllr D Rogers (DR)	Members of Public - 3
Cllr K O'Neil (KO)	

1.	<b>Apologies</b>
	Apologies received from Cllr A Kerry (AK)
2.	<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. Cllr Robinson 23/01611/FULL, Cllr Griggs 23/01551/FULL, Cllr M Phillipson Item 9 - Expenses.
3.	<b>Approval of Minutes</b>
	To resolve that the Minutes of the meeting of the Council held on 13 June 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>PP proposed; MG seconded - Agreed by those present that the minutes were a true record of the meetings.</li> </ul> To resolve that the Minutes of the Planning Committee meeting held on 30 May 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>PP proposed; MG seconded - Agreed by those present that the minutes were a true record of the meetings - DR abstained as not had chance to read.</li> </ul>
4.	<b>Councillor Intervention</b>
	Cllr Ellen Neville stated that it had come to her attention that £6 million is held in the Infrastructure Funding Statement for 2021/22, and she wants to ensure that Sandhurst gets its share.

<b>5.</b>	<b>Matters Arising</b>
	<p>Old Orchard Play Ground: Quote received for carrying essential repairs to the fencing for £270.</p> <ul style="list-style-type: none"> <li>• DR proposed to accept the quote ; MG Seconded - All present agreed</li> </ul> <p>Entrance to the clock tower, post is broken and needs replacing quote received for £180</p> <ul style="list-style-type: none"> <li>• DR proposed to accept the quote ; MG Seconded - All present agreed</li> </ul> <p>Phone Box Repurposing - Quote received for £190 to install shelves in phonebox.</p> <ul style="list-style-type: none"> <li>• DR proposed to accept the quote ; KO Seconded - All present agreed</li> </ul> <p>Fencing Around Car Park Marsh Quarter Lane quote received for £460</p> <ul style="list-style-type: none"> <li>• DR proposed to accept the quote ; KO Seconded - All present agreed</li> </ul>
<b>6.</b>	<b>Finance &amp; Accounts</b>
	<p><u>Accounts</u></p> <p>To approve accounts retrospectively for payment from 01 June to 30 June 2023.</p> <p>To receive details of receipts in from 01 June to 30 June 2023.</p> <ul style="list-style-type: none"> <li>• MG Proposed to agree payments and receipts for June ; DR Seconded - All present agreed.</li> </ul> <p>To note the bank reconciliation at 30 June 2023.</p> <ul style="list-style-type: none"> <li>• MG Confirmed that the bank reconciliation for June has been checked.</li> </ul> <p>To review forecast: At present there will be a 7k surplus against reserve as the 106 monies came in at 6k more than expected because of indexation.</p> <p>Statement of Internal Control, as identified at the internal audit - circulated prior to the meeting.</p> <ul style="list-style-type: none"> <li>• DR Proposed to accept the document as circulated ; CR Seconded - All present agreed.</li> </ul>
<b>7.</b>	<b>OSH/Pavilion/Toilet Block</b>
	<p>A quotation report for the cleaning of the OSH, Pavilion and Toilet block was circulated prior to the meeting and discussed at length.</p> <p>Cleaning of the OSH - to start on 01 September 2023</p> <ul style="list-style-type: none"> <li>• MP proposed to accept the quote from Cleaner D ; PP seconded - All present agreed.</li> </ul> <p>Cleaning of the Pavilion and Toilet Block</p> <ul style="list-style-type: none"> <li>• DR proposed to accept the quote from Cleaner C ; CR Seconded - All present agreed.</li> </ul> <p>It was agreed that the Toilet Block should be reopened as soon as the cleaner is able to start.</p> <p>To approve the purchase of a Henry Hoover for use in the Pavilion</p> <ul style="list-style-type: none"> <li>• DR Proposed to approve the purchase ; CR Seconded - All present agreed.</li> </ul> <p>OSH Layout Changes: MG asked if everyone was happy if he continued to explore the layout options for the OSH with Jeremy. Once there are some firm ideas, they would be brought back for discussion.</p>
<b>8.</b>	<b>Allotments</b>
	<p>A proposal regarding a rent increase for the allotments in 2024/25 was circulated prior to the meeting and was discussed at length. It was proposed that the allotments rent be increased from 24.00p per m2 to 31.50p per m2: that increase excludes insurance.</p> <ul style="list-style-type: none"> <li>• CR Proposed to accept the maximum rent increase of 31.50p per m2 for the year 2024/25 ; PP Seconded - all present agreed - 1 abstention DR</li> </ul>

	<p>Re aligning Allotment gate and fixing mesh to gate to stop dogs getting under and children climbing over - quote received for £80</p> <ul style="list-style-type: none"> <li>• DR proposed to accept the quote ; MG Seconded - All present agreed</li> </ul>
9.	<p><b>Neighbourhood Plan</b></p> <p>Update on funding from Locality, no further news on funding for the year 2023/24. KO has been in contact with Greg Clark MP regarding further funding. Statement of expenses incurred so far this year for the Neighbourhood Plan are £217 (KO &amp; MP) &amp; Jim Boot's invoice for £700</p> <ul style="list-style-type: none"> <li>• CR Proposed to pay outstanding Neighbourhood Plan bills ; MG Seconded - all present agreed - 1 abstention MP</li> </ul>
10.	<p><b>Termination of No 5 Bus to Sandhurst</b></p> <p>We have had a meeting between the Parish Council, Neighbourhood Transport Group, KCC, Arriva, TWBC and a representative from Greg Clark's office regarding the termination of the No 5 bus service to Sandhurst. The termination of the service will still go ahead on 23rd July but we have been invited by Arriva to submit options for the bus to turn, which we have done. Arriva are going to review and risk assess these options and come back to us.</p>
11.	<p><b>Highway Improvement Plan (HIP) for Sandhurst</b></p> <p>A draft of the Highway Improvement Plan was circulated prior to the meeting. The order of priorities was discussed and agreed. The HIP with agreed amended priorities will be submitted to Nigel Rowe at KCC.</p>
12.	<p><b>Playground Marsh Quarter Lane - Preparatory Works</b></p> <p>A revised plan for the playground equipment was circulated prior to the meeting. A quote has been received for a balance beam addition to the play equipment order from Playdale and for repairs to the Cone Climber - £2,723.03 A quote to remove remaining timber edging around see saw. Cut back encroaching vegetation - £90. Removal of tree stump in the play area - £180 Approve purchase of weedkiller/tree protectors &amp; 2 x 2m2 bags of bark for play area - £255.</p> <ul style="list-style-type: none"> <li>• DR proposed to accept the quotes above and the overspend of £1,148 ; MG Seconded - All present agreed</li> </ul> <p>Approve payment of deposit for playground equipment.</p> <ul style="list-style-type: none"> <li>• DR Proposed to pay deposit ; MG Seconded - all present agreed</li> </ul> <p>Volunteers will be required for a working party to rake over the bark in the play area.</p>
12.	<p><b>Website</b></p> <p>To discuss planned format of changes to website - This item has been carried forward to September's meeting.</p>
13.	<p><b>Planning Applications</b></p> <p><b>Application: 23/01460/FULL</b> Proposal: Erection of rear single storey extension and alterations to existing oast, alterations to existing roof form, erection of proposed garden store Address: Ringle Oast , Crouch Lane, Sandhurst, Cranbrook, Kent, TN18 5PA Comments due by: 10 July 2023 - Extension received This application has been withdrawn.</p>

	<p><b>Application: 23/01395/FULL</b>  Proposal: Erection of agricultural barn  Address: Land Off Marsh Quarter Lane, Sandhurst, Cranbrook, Kent, TN18 5NY,  Comments due by: 7 July 2023 - Extension received  This application was discussed and no objections were made.</p> <p><b>Application: 23/01491/FULL</b>  Proposal: Change of use of barn into 3 no. bedroom residential dwelling with amenity curtilage, parking and landscaping  Address: Williams Farm , Rye Road, Sandhurst, Cranbrook, Kent, TN18 5HP  Comments due by: 13 July 2023  This application was discussed and no comments were made.</p> <p><b>Application: 23/01492/FULL</b>  Proposal: Change of use of barn into a 4 no. bedroom residential dwelling with amenity curtilage, parking and landscaping details  Address: Williams Farm , Rye Road, Sandhurst, Cranbrook, Kent, TN18 5HP  Comments due by: 13 July 2023  This application was discussed and no comments were made.</p> <p><b>Application: 23/01493/FULL</b>  Proposal: Change of use of barn to provide a 4 no. bedroom residential dwelling with amenity curtilage, parking and landscaping details  Address: Williams Farm , Rye Road, Sandhurst, Cranbrook, Kent, TN18 5HP  Comments due by: 13 July 2023  This application was discussed and no comments were made.</p> <p><b>Application: 23/01524/FULL</b>  Proposal: Extend and remodel existing rear single storey extension, with addition of a second storey over section  Address: 2 Silverden Cottages , Silverden Lane, Sandhurst, Cranbrook, Kent, TN18 5LU  Comments due by: 13 July 2023  This application was discussed and no comments were made.</p> <p><b>Application: 23/01543/FULL</b>  Proposal: Demolition of existing bungalow and garage, erection of new dwelling and detached garage  Address: The Lawns , Rye Road, Sandhurst, Cranbrook, Kent, TN18 5PQ  Comments due by: 14 July 2023  This application was discussed and the following comments were made:  2 windows from the Utility and WC are on the boundary to the next door property causing loss of privacy to the neighbours.  This application has 4 steps up to the front door, and 2 steps up to the rear decking area. The proposed building will not be able to be built to comply with Part M of the Building Regulations. Although we agree with past comments from TWBC that this is a Planning Application and not a Building Control application, to comply with Part M of the Building Regulations will change the appearance of the building from the road which we consider is a Planning Consideration.</p> <p><b>Application: 23/01551/FULL</b>  Proposal: Amendments to approved three bay car port/store to include rear dormer windows, rear and side balcony, rooflights to front elevation; use of roof space as annex ancillary to main dwelling  Address: Cowbeach , Bodiam Road, Sandhurst, Cranbrook, Kent, TN18 5JY  Comments due by: 17 July 2023  This application was discussed and no comments were made.</p>
--	---

	<p><b>Application: 23/01612/FULL</b>  Proposal: Amendments to permission 21/03882/FULL. Alternative plans for outbuilding including small porch, additional glazing and small rooflight.  Address: Ethnam, Ethnam Lane, Sandhurst, Cranbrook, Kent, TN18 5PS  Comments due by: 18 July 2023  This application was discussed and no comments were made.</p> <p><b>Application: 23/01613/LBC</b>  Proposal: Listed Building Consent - Amendments to permission 21/03883/LBC.  Alternative plans for outbuilding including small porch, additional glazing and small rooflight.  Address: Ethnam, Ethnam Lane, Sandhurst, Cranbrook, Kent, TN18 5PS  Comments due by: 18 July 2023  This application was discussed and no comments were made.</p> <p><b>Application: 23/01611/FULL</b>  Proposal: Demolition of existing farm shop, erection of 4- bedroom single-storey dwelling with associated parking and landscaping  Address: Sandhurst Farm Shop, Queen Street, Sandhurst, Cranbrook, Kent, TN18 5HR  Comments due by: 21 July 2023  This application was discussed and the following comments were made:  This application is not in keeping with the surrounding Grade II listed buildings, bearing in mind there is one Grade II listed building on each side of this proposed property.  The proposed structure has no architectural merit. If Tunbridge Wells are to make an exception for a property outside of the village envelope, then the building should have some architectural merit and fit into the street scene.  This building would be an industrial/agricultural blot at the entrance to our beautiful village, which is in an AONB.  Sandhurst Parish Council does not support this application.</p> <ul style="list-style-type: none"> <li>• DR proposed to submit comments to TWBC ; MP Seconded - all present agreed</li> </ul> <p><b>Application: 23/01626/FULL</b>  Proposal: Demolition of existing 3 bay brick garage, erection of new cart style car port with storage/office in the roofspace with roof lights to front and rear  Address: The Old Rectory , Church Road, Sandhurst, Cranbrook, Kent, TN18 5NS  Comments due by: 21 July 2023  This application was discussed and no comments were made.</p>
14.	<p><b>Correspondence to the Clerk</b></p> <p>Various emails were received regarding overgrown hedges around the parish. PC discussed the issue and clarified that upkeep of hedges on property boundaries was residents' responsibility, but resolved to send letters to residents with problematic hedges asking them to cut them back, otherwise KCC (as relevant highways authority) may do it and charge the resident for that work.</p> <p>An email was received regarding a high sided vehicle driving up Back Road.</p>
15.	<p><b>Public Intervention</b></p> <p>Resident 1: Asked, re the reconfiguration of the OSH, whether consideration could be given to splitting the hall to make two rentable spaces - MG responded by saying that that option would be considered.  She further stated that whilst the PC get an awful lot of flak and all work very hard for the village, one of things people do get fed up with is the little things that have been outstanding for 6 months, like the ballet barre which still hasn't been repaired. PC stated</p>

	that repair of ballet barre, and completion of outstanding matters re OSH porch and mat, will be chased up. Resident 2: Spoke about Speed Indicator Devices and KCC's reasons for not allowing them, and her wish to respond to an email from Toby Butler at KCC re prohibition on flashing signs.
16.	<b>Date of Next Meetings</b>
	<ul style="list-style-type: none"> <li>• August - No meeting</li> <li>• 12 September 2023</li> <li>• 10 October 2023</li> <li>• 14 November 2023</li> <li>• 05 December 2023 - Precept Meeting</li> <li>• 12 December 2023</li> </ul>

**Julie Horan**

Clerk to Sandhurst Parish Council

**CC:**

**For Information**

County Cllr Seán Holden

Borough Cllr Godfrey Bland

Borough Cllr Ellen Neville

Signed:.....

Dated:.....