



CAPEL PARISH COUNCIL  
ANNUAL REPORT  
**2018-19**

# Meet your Councillors:



Chairman:  
Cllr Hugh Patterson



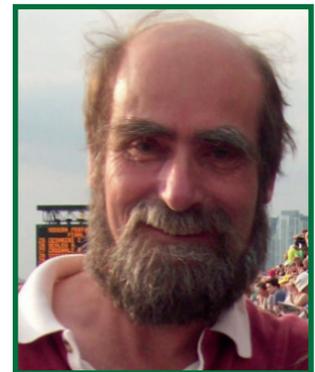
Vice Chairman:  
Cllr Maggie Fenton



Cllr Jim Young



Cllr Chris Parker



Cllr Charles Mackonochie



Cllr Trevor Sawyer



Cllr Ashley Saunders



Cllr Robin Hollamby



# CHAIRMAN'S REPORT

Capel Parish Council has had a busy and challenging year since the last annual parish meeting in May 2018. My thanks go to all the councillors for their help and support. They do this job as unpaid volunteers hoping to serve the community in which we all live, and they have all devoted considerable time and effort to this task over the last year. The Council depends very much on its clerk, Mrs Emma Ivory, who is our public face, our Responsible Financial Officer, Michelle Rumble, and our groundsman Pete Bamford – and my special thanks go to them. I would also like to thank our County and Borough councillors, Sarah Hamilton and Carol Mackonochie, for their work on behalf of our community.

You will be hearing a great deal about the Tunbridge Wells Local Plan in the coming months. Councillors have attended meetings on this issue both here and in Tunbridge Wells since the confidential early drafts of the plan were available to us last summer. We have made suggestions to officers as to how the plan might be revised, but with limited success. We have also tried to represent what we think the local view of the proposals will be. We have yet to make a formal decision on the plan as this is not possible until its official publication. However, it is likely that we will be making strong representations to the Inspector during the consultation period from August, and that they will be informed by the public reaction to the proposals at this and at subsequent meetings. Thank you to all the councillors thus far involved in this difficult and time consuming process. It is a relief to all of us all that the details are now made public.

On the subject of planning, development control has also been a major issue throughout the year. The planning committee which is a statutory consultee to Tunbridge Wells Borough Council have considered a range of applications, including the re-opening of Stonecastle Farm Quarry (approved by KCC against our recommendation), a housing development off Sychem Lane (withdrawn after we opposed it) and a current proposal to improve the Tatlingbury Farm site which we supported in principal. The Council has invested in a projector and screen to display details of the applications at planning committee meetings. This is necessary because the Borough Council has moved to paperless planning and is therefore no longer sending parish councils hard copies of planning applications. Particular thanks are due to Cllr Saunders, the chairman of the committee for the research and preparation that has to go into every meeting.

The recreation ground committee was established last year to manage the installation of the MUGA and to liaise with the Friends of Five Oak Green Rec, the charity fundraising for the new playground equipment. (Parish councils can seek funding for sports equipment – but very few grant funders accept applications from them for play equipment!). Thanks are due to Cllr Parker who as chairman has been able to draw on his professional expertise to push this forward. Having initially received seed funding from the Hadlow Solar Farm, the Parish council raised funding totalling nearly £28 000 towards the cost of the Multi Use games area covering around 40% of the cost and allowing some of the reserves originally earmarked for this project to be spent elsewhere in the parish. We will also be able to cover the cost of a zip wire shortly to be installed. The bulk of the funding was from the Enovert Community Trust with smaller amounts from KCC and the Co-op Communities Fund. We thank them all, and also our vice chairman Mrs Maggie Fenton, without whose dogged pursuit of funding opportunities this would not have happened.

The flooding committee has met twice this civic year. While there have been no major flooding incidents, there have been one or two moments of apprehension, and we remain grateful to the chair of the committee Cllr Mackonochie and its other members both councillors and members of the public. Particular thanks are also due to out flood wardens who have attended training sessions, most recently last autumn to ensure that we are prepared, if (or more likely when) another major incident happens as at Christmas 2013.

The Finance and Resources Committee is where some of the hardest decisions the council has to take are made. This particularly relates to the budget and to the level of the precept (which is our share of the Council Tax collected by TWBC and which is our main source of income). We were pleased to keep the level of expenditure the same for 2019-20 as the previous year, although the precept rose by £5 000 to cover

anticipated legal costs linked to the Local Plan. We anticipate we may have to engage the services of a specialist planning consultant to make our case to the planning inspector. Special thanks go to Cllr Anthony, the outgoing chairman of the committee and to Mrs Michelle Rumble our responsible financial officer for preparing the agenda and minutes and for updating the council's policies, so they are fit for use.

The Parish Council is also responsible for the Memorial Cottages on Brampton Bank. To ensure more effective management and liaison with the tenants, a committee has also been established to deal with this. Chaired by Cllr Young this has enabled a more proactive approach to managing this important resource which makes an important contribution to the council finances. Thanks are due to the committee for committing their time and professional expertise to this.

On Armistice Day the Chairman laid a wreath on behalf of the Parish Council at the Brampton Bank memorial. In which connection thanks are due to Cllr Robin Hollamby for leading the organisation of the World War I commemorations in the Parish over the last four years, culminating in the successful exhibition at Capel Church in mid-November. Thanks, are also due to those including Cllrs Hollamby and Mackonochie who organised the beacon lighting on 11th November to commemorate the centenary of the Armistice.

The Parish Council also recognises the many other bodies within our community that allow it to be such a great place to live. Among these are:

- The Fete Committee – the fete last July was a great success aided by hot and dry weather. During it I was honoured to present the Citizen of the Year Award (sponsored by Berry Gardens) to Tony Mignacca long time allotment holder, stalwart of the community, and as his nomination said, 'friend to everybody'. Thanks, must go to the small band of people on the fete committee who are now busy preparing for July 5/6th and another successful fete-ival and fete.
- Community Speed Watch continues to act as a deterrent to the many drivers who continue to speed through our parish. Thanks to Cllr Fenton and her team who have been out in all weathers.
- Capel Path Rangers who continue to keep the parish clean and tidy and Village in Bloom for the floral attractions we all see every year.
- The cricket and football clubs, the uniformed organisations for children and young people, Capel Country Friends, the allotment holders, the Capel History Group, Capel United Church and many others combine to make this a great parish to live; we appreciate all of them.

Thanks to everyone that makes Capel the great rural community it is. Long may it continue.

Best wishes,  
Hugh Patterson, Chair

# RECEIPTS AND PAYMENTS FOR 2018/19

Cash Reserves 18/19	01-Apr-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Current
HSBC Current Account	-£787.76													-£787.76
HSBC Income Account	£27,631.69													£27,631.69
HSBC Parish Development Fund	£60,039.85													£60,039.85
HSBC Capel Solar Park/ Coop	£4,018.03	£5,167.10			£383.47						£2,686.31			£12,254.91
Santander Bond	£30,788.94													£30,788.94
<b>Total Reserves</b>	<b>£121,690.75</b>	<b>£5,167.10</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£383.47</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£2,686.31</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£129,927.63</b>

Income 18/19	18/19 Budget	Income Due	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Inome recd
Precept	£53,000.00	£0.00	£26,500.00					£26,500.00							£53,000.00
VAT return	£4,000.00	-£3,485.15			£4,023.62					£3,461.53					£7,485.15
Bank Interest	£50.00	-£375.79	£4.91	£216.90	£6.05	£5.62	£5.58	£15.74	£66.99	£26.52	£24.21	£25.49	£14.79	£12.99	£425.79
Football Pritch Hire - Five Oak Green	£350.00	£0.00	£175.00							£175.00					£350.00
Football Pritch Hire - Simla	£350.00	£163.76							£175.00					£11.24	£186.24
Pavilion - Rent	£20.00	£0.00												£20.00	£20.00
Pavilion - Water	£65.00	£22.10											£42.90		£42.90
Pavilion - Electricity	£65.00	-£313.58						£188.79					£189.79		£378.58
Memorial Cottages Admin fee	£3,660.00	-£142.56	£305.00	£305.00	£305.00	£305.00	£305.00	£440.36	£305.00	£305.00	£305.00	£305.00	£309.80	£307.40	£3,802.56
Memorial Cottages Reserves	£10,980.00	-£427.68	£915.00	£915.00	£915.00	£915.00	£915.00	£1,321.08	£915.00	£915.00	£915.00	£915.00	£929.40	£922.20	£11,407.68
Allotment Rents	£510.40	-£89.60							£135.00	£425.00	£40.00				£600.00
KCC Member Grant	£2,000.00	£0.00	£2,000.00												£2,000.00
Textile Bank	£0.00	-£210.00							£140.00				£35.00	£35.00	£210.00
KCC - Sports Grant	£0.00	-£6,000.00							£6,000.00						£6,000.00
Public Toilets - TWBC	£600.00	£600.00				£2,100.00					£600.00				£2,700.00
Enovert - MUGA Funding	£0.00	-£21,000.00											£21,000.00		£21,000.00
Incorrect pay	£0.00	-£160.95		£110.95		£50.00									£160.95
<b>Sub Total</b>	<b>£75,650.40</b>	<b>-£10,258.50</b>	<b>£29,899.91</b>	<b>£1,547.85</b>	<b>£5,249.67</b>	<b>£3,375.62</b>	<b>£1,225.58</b>	<b>£28,465.97</b>	<b>£7,736.99</b>	<b>£5,308.05</b>	<b>£1,884.21</b>	<b>£1,245.49</b>	<b>£22,521.68</b>	<b>£1,308.83</b>	<b>£109,769.85</b>
<b>Total Budgeted Income</b>	<b>£75,650.40</b>														

18/19 Staff & Salaries	Budgeted	Available	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Expensed
Clerks Salary	£13,678.08	-£238.50	£1,125.61	£1,038.66	£1,183.32	£1,051.60	£1,051.60	£1,051.60	£1,051.60	£1,051.60	£1,051.60	£1,488.08	£1,586.25	£1,185.06	£13,916.58
RFO Salary	£6,666.40	£824.20	£531.63	£516.98	£610.40	£522.94	£641.92	£431.19	£431.19	£431.19	£431.19	£431.19	£431.19	£431.19	£5,842.20
Pension	£1,000.00	£222.14	£51.99	£55.85	£58.13	£68.64	£58.65	£58.65	£58.65	£58.65	£58.65	£58.65	£58.65	£132.70	£777.86
Paye & NIC	£3,000.00	£52.42	£174.79	£192.13	£314.47	£202.14	£238.93	£179.34	£179.34	£179.34	£179.34	£179.14	£928.82		£2,947.58
Chairmans allowance	£200.00	-£101.00	£132.50					£18.50	£18.50	£150.00					£301.00
<b>Sub Total</b>	<b>£24,544.48</b>	<b>£759.26</b>	<b>£2,016.52</b>	<b>£1,803.62</b>	<b>£2,166.32</b>	<b>£1,845.32</b>	<b>£1,991.10</b>	<b>£1,739.28</b>	<b>£1,739.28</b>	<b>£1,870.78</b>	<b>£1,720.78</b>	<b>£2,157.06</b>	<b>£3,004.91</b>	<b>£1,748.95</b>	<b>£23,785.22</b>

18/19 Professional Services	Budgeted	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	
Legal	£0.00	£0.00												£0.00
Audit	£600.00	£225.00			£75.00			£300.00						£375.00
Bank Charges	£20.00	£20.00												£0.00
Insurance	£3,500.00	£2,367.10					£1,132.90							£1,132.90
Sage Payroll	£72.00	£0.00	£6.00	£6.00	£6.00	£6.00	£6.00	£6.00	£6.00	£6.00	£6.00	£6.00	£6.00	£72.00
<b>Sub Total</b>	<b>£4,192.00</b>	<b>£2,612.10</b>	<b>£6.00</b>	<b>£6.00</b>	<b>£81.00</b>	<b>£6.00</b>	<b>£6.00</b>	<b>£1,138.90</b>	<b>£306.00</b>	<b>£6.00</b>	<b>£6.00</b>	<b>£6.00</b>	<b>£6.00</b>	<b>£1,579.90</b>



# External Reports

## Police Community Support Officers, Simon Fuller and Sarah Stanley.

The year 2018 into 2019, has once again been a busy period for policing in the Capel Parish, however I'm pleased to say that the parish continues to be one of the lowest crime areas in West Kent.

There has been a change in Police Community Support Officers in the area, PCSO Nicolas Brown is now responsible for Pembury, Matfield, Brenchley and Sarah Stanley and I, have joint responsibility for the Parishes of Capel and Paddock Wood.

There has been an increase in reports to police, regarding phone "Scammers", where the offender/s call you on the phone, they are impersonating police officer/s from a station in London or another area, they state that they have arrested one/two persons with cloned credit cards, and a card is believed to be yours, if you receive any calls like this, please **DO NOT DIVULGE ANY BANK DETAILS OR PERSONAL INFORMATION, BANKS OR POLICE WOULD NOT ASK YOU THIS OVER THE PHONE.**

On some incidents the scammers keep your phone line open, once you have hung up, they do this to attempt to impersonate any other agency/ person that you try to report this to immediately after the initial call. Call Kent Police on the non-emergency phone number of 101 to report this, or alternatively there is a Fraud Agency that Kent Police work closely with, called Action Fraud, where an incident like the above can also be reported to online by [www.actionfraud.police.uk/contact-us](http://www.actionfraud.police.uk/contact-us) .

There has been multi agency work that is continuing around small pockets of anti-social behaviour within the parish, Police are supporting a number of agencies to find a long term resolution.

Speeding in the Five Oak Green Village and surrounding areas continues to be a concern. Officers continue to carry out speed checks at various locations in the village and this has been supported with the mobile speed camera that can issue fixed penalty notices to speeding motorists.

Fly tipping continues in the parish in certain areas, the statutory power to deal with fly tipping lies with the Environment Agency and also local authorities, who are responsible for clearing waste from public land. They can investigate dumping on private land but have no obligation to clear. The Environment Agency investigates major fly tipping on public or private land where there's an immediate environment and human health risk.

When using tradesmen to dispose of waste, remember to check whether or not they hold a valid Waste Carrier Licence. You can check by visiting [www.environment-agency.gov.uk](http://www.environment-agency.gov.uk) or by calling 03708 506 506.

Fly tipping can also be reported directly via the Country Eye App and will then be passed on to the correct local authority to investigate and remove. To download the free app go to the Apple App Store or Google Play and search for Country Eye. [www.countryeye.co.uk](http://www.countryeye.co.uk) [info@countryeye.co.uk](mailto:info@countryeye.co.uk)

Once again, a reminder that the lighter days are approaching us, being a rural area we have large amounts of livestock grazing in fields that can have public rights of way, can I remind dog walkers to keep their pets under control and when walking through fields with livestock that any dogs are kept on a lead, to ensure the safety for all animals in the location.

# External Reports

Sheep Worrying can cost farmers huge sums of money, as sheep can die simply from the stress of being chased by dogs off the lead. Veterinary bills alone can also leave a farmer substantially out of pocket and if livestock worrying is proved the dog owner or person in charge could be liable for damages and compensation.

Some important facts about sheep worrying are below:

- Under the Animals Act 1971, a person acting to protect livestock may be able to kill or injure a dog that he/ she reasonably believes is 'worrying' without incurring any criminal or civil liability.
- As a dog owner or a person for the time being in charge of a dog, you could be committing an offence if your pet worries livestock on agricultural land.
- Worrying includes attacking or chasing livestock in a way that might reasonably be expected to cause injury or suffering or loss.
- It is also an offence to have a dog in a field or enclosed space where there are sheep when the dog is not on a lead or under close control.

Sarah and I look forward to supporting the Parish for the future and wish you all the best.

Kind Regards

PCSO's Simon Fuller and Sarah Stanley.



# External Reports

## Greg Clark, MP for Tunbridge Wells

What a year it has been! Whilst Brexit has been dominating Parliamentary business – an incredibly frustrating situation for everyone – this doesn't mean that local issues have been put on hold.

I think I mentioned in my last report to you that I, along with three other local MPs, was pressing the Department for Transport to urge that the A228 be included in the plans for a Major Roads Network. This is an overarching strategy designed to improve the UK's busiest and most important A-roads by reducing congestion and supporting local growth.

The A228 is the main link between West Kent, East Sussex and the Medway towns yet in many places such as Colt's Hill it is little more than a country lane with hardly enough space for two lorries to pass.

I am pleased to let you know that the result of this work is that the Colt's Hill Relief Road is included in the current list of Major Road Network schemes. The next step is the prioritisation of all the schemes in the South-East and I will be enlisting the help of your Parish Council to make the case for Colt's Hill. Just like the A21 dualling, it's going to be a long haul but we can't afford to miss this opportunity.

I know also that the planning application to extend Stonecastle Quarry has also been of concern to many local residents. I visited the quarry in November, along with local County, Borough and Parish Councillors, to see for myself what impact this might have on the local area.

In terms of the planning application, I wrote to Kent County Council on behalf of residents that submitted objections and I will, along with my neighbouring MP Tom Tugendhat, be jointly submitting to Parliament the petition that is currently being collated.

A Liaison Committee has also been set up, very ably chaired by your Parish Councillor Charles Mackonochie, which has been looking at opportunities to increase public access to wildlife areas and mitigation measures. I have offered my support to this Committee.

One of the things I enjoy most in my role as MP is visiting local businesses in the constituency – it's great to see that entrepreneurship and innovation is flourishing in our local area. Earlier this year, I spent a fascinating morning being shown some of the new robotics being used on one of Capel's local fruit farms – Adrian Scripps. The company is leading the way in using state-of-the-art technology to transform modern day horticulture and agriculture. I'm proud to be able to cite local businesses as beacons of excellence during discussions in my ministerial department.

Finally as many of you will know, I hold regular advice surgeries in all parts of the constituency and I was very pleased to run one in Goldsmid Hall recently. Whether it be national issues such as Brexit, local issues like Stonecastle Quarry or individual problems, I am always very happy to discuss and try and help in any way I can. The details for upcoming surgeries go up on my website: [www.gregclark.org](http://www.gregclark.org). You can also get in contact with me by email: [greg.clark.mp@parliament.uk](mailto:greg.clark.mp@parliament.uk) or by telephone 01892 519854. So do please get in touch – I would love to hear from you.

Regards  
Greg Clark MP



# External Reports

## Carol Mackonochie, Capel Ward Borough Councillor

What a year this has been and as many say they are suffering from a news overload, I shall try to keep this short and relevant to Tunbridge Wells Borough Council (TWBC) and our Parish.

I sit on TWBC Planning and Transport Cabinet Advisory Board and the Planning Committee. Members receive training and updates which help with understanding the latest NPPF planning document and Planning Policies, the Local Plan and Inspectors decisions. I also help with resident's queries and speak on their behalf at Planning Committee Meetings.

Attending Public Transport Advisory Board meetings is a must for me. KCC, bus operators and rail providers/operators give feedback and updates for discussion. Items cover Broader long term plans – not just current problems. The main line service from Paddock Wood misses out compared to the Tunbridge Wells line; with many new houses to be built in Kent this will affect Capel train users and needs addressing. I support active Travel – walking, cycling and using public transport, although it is not always easy to provide safe routes. I have written about the new NUM route alongside the A21, connecting the Hospital at Pembury, North Farm, Tunbridge Wells and Tonbridge. Horse riders can also use parts of the new route. Currently access is via Colts Hill or Half Moon Lane. (Has anyone tried it? I would appreciate any feedback or thoughts.)

Last May I was appointed Vice Chair of TWBC Overview and Scrutiny Committee (O&S). Along with four Councillors we formed an O&S Task and Finish group to look into single use plastic. A huge subject; we studied different plastics, uses and recycling; visited/discovered how new office buildings are “green”; carried out a waste bin audit in the Town Hall, productive but messy! In February TWBC Full Council passed a resolution promoting the elimination of single-use plastics across the borough. With more involvement I look forward to Capel and all TWBC residents benefitting from this resolution.

I have been a member of other working groups for a long time and also represent TWBC as a member of the KCC Kent Flood Risk Management Committee. Since January I have significantly increased my attendance at other TWBC and external meetings. Understanding the Council, KCC and other authorities and bodies and working with their Officers helps me to represent and try to get the best for TWBC and most importantly Capel and its residents.

Currently, Public Realm works are in progress on Civic Way outside the Town Hall and Library. This will bring improvements around the War memorial area with traffic changes up to Five Ways. TWBC made a case for and received external funding towards this project. In Civic Way, The Amelia (after Amelia Scott) will be the brand name of the planned, hugely improved and extended library, museum, art gallery, learning, studio and public spaces. These exciting changes are largely funded by TWBC, Heritage Lottery Fund, Arts Council and KCC. At this time Calverley Square is awaiting results of a CPO Hearing, it is planned to comprise of a three storey office complex leading to car parking under Calverley Grounds and a new theatre on the site of the great hall car park. Crescent Road car park has planning permission to significantly extend it.

Other projects in Tunbridge Wells are: A major refurbishment of Royal Victoria Place shopping mall and surrounds; the cinema site latest plan will incorporate Flats, an Everyman cinema complex, restaurant and shops. Any improvements in Tunbridge Wells should boost the local economy and benefit Capel too!

During the last year I have been approached by residents on various matters, requiring help, advice, contact on their behalf with TWBC, KCC, outside bodies and authorities.

An important issue was Stonecastle Farm Quarries: Tarmac made a Planning Application to KCC to restart extraction and processing of minerals following a ten year hiatus. Following many meetings, much research and letter writing the residents and I attended and spoke at the KCC Planning Application Meeting. While

# External Reports

not successful, KCC did request Tarmac to resume Liaison meetings. Tarmac invited local residents and councillors from Capel, Hadlow and Golden Green and East Peckham, plus Borough and KCC councillors and MPs. I attended all of these meetings. Members also toured the existing Stonecastle site and visited Kingsnorth Quarry. A Planning application for the processing area has been put to KCC. We are still pushing for previously finished quarries which are now lakes to be turned into conservation areas with space for walking, cycling and horse riding.

Following the Kent Mineral Plan consultation, KCC has now put forward sites for future mineral extraction in Kent. This resulted in a total of three sites, two of these are: Stonecastle Extension - from the existing Stonecastle site to near the Hartlake Bridge and the Moat Farm site. The objection period has now closed and it has been submitted to the Government for decision. We are awaiting the outcome.

Exciting times are ahead but if you have any spare time local groups could always do with help, the Fete needs many hands as does Village in Bloom, the Litter Picking Groups or the Charity that runs the Village Hall. They would all really appreciate your support. If you want further information on any of the above matters or if you have any queries or need help with a matter that relates to any of the local authorities please contact me.

Councillor Carol Mackonochie  
TWBC Councillor for Capel Ward

[Carol.Mackonochie@tunbridgewells.gov.uk](mailto:Carol.Mackonochie@tunbridgewells.gov.uk)  
Telephone: 01892 832118



# Clerks Report

Capel Parish Council is the third tier of local government below Kent County Council (KCC) and Tunbridge Wells Borough Council (TWBC). The Parish Council is regulated by a set of Standing Orders to which our 9 Councillors must conform, as well as abiding by the Code of Conduct. The Parish Council's role, powers and duty are defined by law.

Our Councillors are supported by the Parish Clerk, and the Responsible Financial Officer, Michelle Rumble, both positions are part-time. The Parish Council is funded by a Precept from TWBC, which is in turn funded by you, the parishioners, via your Council Tax.

The Parish Council meets on the last Monday of the month, (different dates in August and December) and meetings are usually held in one of three places; Five Oak Green Village Hall, Arnold Cooke Hall in Tudeley or Five Oak Green United Church. A list of our 2019 meeting dates is on our notice boards and on our new website [www.capel-pc.org.uk](http://www.capel-pc.org.uk) (please note there are occasions when meeting dates change- so do check the website if you plan on joining us).

Members of the Public and the Press are welcome to attend parish council meetings and have the right to observe in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1. Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk. At the Chairman's discretion, 15 minutes will be set aside at the end for questions from members of the public each of which can speak for a maximum of 3 minutes on items relating to the Agenda or about issues of local concern.

## **Committees & Portfolios**

Within the Parish Council there are a number of Committees on which Councillors volunteer to sit, depending on their skills and interests. We now have five Committees, they are Planning, Finance & Resources, Flooding, Housing & Memorial Cottages and the Recreation Ground Improvements and Regeneration Committee. The Parish Council considers recommendations made by the Committees, and approves their minutes. We also have Portfolio holders who cover the following areas: Staff, Office & Administration, Parish Development and Highways, Traffic and Transportation.

## **Planning**

TWBC forward all planning applications to the Parish Council and invites its comments. They are made through the Planning Committee, although TWBC makes the final decision. Details concerning specific planning applications and comments made by the Parish Council can be viewed on the TWBC website - [www.tunbridgewells.gov.uk](http://www.tunbridgewells.gov.uk).

TWBC have not sent letters to neighbouring properties since 2017. They publicise planning applications by putting up notices around the site (and by a newspaper advertisement where they are required to do so by law).

## **Highways and Footpaths**

The Parish Council reports problems with roads (such as potholes, poor surfacing, road signs etc.), to Kent County Council Highways (KHS), consults with other authorities on traffic and parking issues and can make requests and recommendations to them. The car park in Five Oak Green is owned and maintained by the Parish Council.

Parishioners can report problems on roads or pavements, including street lighting faults, potholes and drainage directly to KCC via their website [www.kent.gov.uk](http://www.kent.gov.uk). If the problem may cause an accident. Call KCC immediately on 03000 418181 between 9am and 5pm Monday to Friday or on 03000 419191 at all other times.

And finally .....

Please do not hesitate to get in touch with me via email [clerk@capelpc.co.uk](mailto:clerk@capelpc.co.uk), call me on 01892 837524 or pop into my office next to the village hall which is open on Mondays and Thursdays between 10am – 11am.

# Committee Reports

## Planning Committee Report

The Parish Council act as consultees to Tunbridge Wells Borough Council with regards to planning applications submitted for the parish of Capel. This gives the parish council and local residents the chance to have a look at planning applications and to make comments. This could include comments of support or comments of refusal and rejection. However as the Parish Council act only as consultees to Tunbridge Wells Borough Council it is advisable that anyone who wishes to take their issues further and to have a greater influence in the final decision should contact Tunbridge Wells Borough Councils planning department where you can write in your comments of support or refusal and you can even request to speak to their planning committee at their meeting when they intend to make their decision whereby you are given three minutes to have your comments heard.

Over the past year the parish council continued to receive and comment on planning applications that had been submitted by parishioners of Capel. The parish planning meetings normally follow the monthly council meeting and details of planning applications are published on the agenda the week before the meeting on the notice boards outside the village hall and outside the village shop. Details of previous decisions are also published inside the parish magazine.

*Cllr Ashley Saunders, Chair of Committee.*

## Flood Committee Report

The Committee has been in existence some 18 years and acts as an advisory body to the Council by discussing and exploring flooding issues within the parish and working with the relevant authorities such as Environmental Agency, Kent County Council, Tunbridge Wells Borough Council and Southern Water. The membership of committee is made up of a mixture of councillors, parishioners and representatives of the above agencies and meets twice a year.

I am sure you all have noticed that it has been an exceptionally dry autumn and winter so unless we have a marked change in the weather, I can see hosepipe bans on the horizon – gardeners beware and prepare. So obviously there have been few issues this last year however it doesn't mean that nothing has been happening. Both ourselves and the Environment Agency having been keeping a close eye on the culvert and clearing as necessary; our predications are proving more accurate and EA's camera seems to be working. The usual preventative measures have been undertaken ranging from reporting blocked drainage gulleys to Alders Stream clearing, as well as carrying out researches and investigations.

Prior to Christmas you may recall seeing tankers at Larkfield pumping station for a couple of weeks. A leak had been found in the main pipe from Larkfield to the Paddock Wood sewage works; the pumps had to be switched off to carry out the repairs and tankers used instead. In the event the repairs took much longer than anticipated; the pipe was not only in a worse condition but also a longer pipe length was affected than first thought. This is not the first time that there has been a leak and calls into question the condition of the whole pipe between Larkfield and sewage plant. This is actively being discussed with Southern Water.

I am also the leader of the Flood Warden Group that is made up of local residents. This group

# Committee Reports

has been in existence for three and half years and was set up by The Kent Resilience Forum (a partnership of organizations that have a role to play in emergency planning and in response to an emergency). The Flood Wardens role is to observe, report and to anticipate problems. The original six wardens has now been joined by two more observers covering Tudeley and Postern and we are always looking for more recruits particularly outside of Five Oak Green Village.

On a final note even if you are not directly affected by flooding, please take a look the Committee's Minutes as we have tried to turn them into an information document so it doesn't just record who said what but contains contact numbers, maintenance regimes, etc.. The next meeting will be on 14th October.

As always, if you have a problem don't hesitate to contact the Clerk, myself or any other Councillor.

*Cllr Charles Mackonochie, Chair of Committee*

## Housing & Memorial Cottages Committee Report

It was my pleasure to Chair the Housing and Memorial Cottages Committee for a second year with the support of my fellow committee members Cllr Parker and Cllr Sawyer. The purpose of the committee is to be the first port of call for the overall general management of the Memorial Cottages and the War Memorial and its tenants.

For those who may not know, Capel Parish Council own a pair of grade II listed cottages built circa 1919 as a First World War memorial. They are a pair of mirror-plan cottages facing south east on Brampton Bank. There is dedicatory inscription inlaid into the front wall. These War memorial cottages form an important part of our cultural heritage and reflect the changing face of commemoration as well as artistic, social, local, family, military and international history.

In the past 2 years the cottages have been successfully refurbished internally, leading to two happy tenants. We continue to focus on refining our process and improving our services as landlords.

*Jim Young, Chair of Housing & Memorial Cottages Committee.*

## Recreation Ground Improvements and Regeneration Committee

Last year saw the successful completion of the Multi Use Games Arena and we are planning on officially opening this facility in May 2019, where we would like to take the opportunity to thank all of those involved in fund raising and the implementation of the facility along with those who assisted with funding

Our next challenge is to assist the Friends of Five Oak Green Rec, a newly formed charity, to raise money to provide new playground equipment adjacent to the new MUGA.

*Chris Parker, Chair of Recreation Ground Improvements and Regeneration Committee.*

# Parish Council Members & Contacts

## at 30th April 2019

**Parish Council Chairman**  
Hugh Patterson

**Parish Council Vice Chairman**  
Maggie Fenton

Charles Mackonochie, Jim Young, Chris Parker, Ashley Saunders,  
Trevor Sawyer, Robin Hollamby

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### Parish Office

Capel Village Hall, Falmouth Place, Five Oak Green, Kent, TN12 6RD  
[www.capel-pc.org.uk](http://www.capel-pc.org.uk)

Capel Parish Office is open to the public 10am -11 am Mondays & Thursday.  
The Clerk is available via email outside these hours by email - clerk@capelpc.co.uk

Parish Council papers may be viewed in the Parish Office on request;  
most are also now available on-line at [www.capel-pc.org.uk](http://www.capel-pc.org.uk)

Planning application papers may be viewed at the Parish Office on request or on the TWBC  
website at [www.tunbridgewells.gov.uk/residents/planning](http://www.tunbridgewells.gov.uk/residents/planning)



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