## Meet your Councillors

#### Contact the council



**Cllr. Hugh Patterson** Chairman of the Council



**Cllr. Maggie Fenton** Vice Chairman of the Council



Cllr. Charles Mackonochie Chairman of the Flooding Panel, Chairman of Finance & Resources Committee



Louise Goldsmith Parish Council Manager



**Cllr. William Malpas** Councillor



Cllr. Suzi Rich Chairman Staff, Office & Admin. Working Party



Cllr. Ashley Saunders Chairman Planning Committee, Chairman Recreation & Allotments Working Party



Capel Village Hall, Falmouth Place, Five Oak Green, Kent, TN12 6RD

website www.capel-pc.org.uk

Capel Parish Office is open to the public 10am – 12pm Tuesday and Thursday

Louise is available via email outside these hours by: email clerk@capel-pc.org.uk phone 07508 882810

Published by Capel Parish Council



Cllr. Trevor Sawyer Chairman Memorial Cottages & Housing Working Group



Cllr. Sian Young Councillor



Cllr. Ewan MacKenzie Councillor



# **Capel Parish Council**

#### **Annual Report**









2022 - 2023

## <u>Chairman's Report</u>

### <u>Chairman's Report</u>

#### Annual Parish Meeting, April 3<sup>rd</sup> 2023

Last year at this time and in this report I said "The most important issue this year to the Parish Council and residents has been the Tunbridge Wells Local Plan". It will surprise nobody here to learn that it still is. Last year we spent a £20 000 sinking fund paying for legal representation at the hearings that eventually took place between May and July. We supported the stance taken by Save Capel (an organisation that started life as a working party of the Parish Council) and cooperated with them in using the same counsel to put our case. Being represented by the same legal team, led by the eminent planning barrister, Paul Brown KC, reduced costly preparation work and achieved better value for money for the community. We were heartened by the Inspector's Initial Response that cast doubt on the viability of Tudeley and raised issues over development in East Capel especially relating to flood issues. We await TWBC's considered response to this which is now planned for the summer, and we have allocated further funds to support legal representation should more hearings be necessary in the autumn.

Carrying on from last year Capel Parish Council also pressed ahead with the production of a Capel Neighbourhood Plan and accompanying design codes which will stand alongside the Tunbridge Wells Local Plan (TWLP) in determining planning in the parish for years to come. Indeed, at the present rate of progress it may well come into force before the TWLP. The draft Plan is now complete and the initial consultation, known as Regulation 14, starts this evening. Further details will follow later in the meeting. However, I should pay tribute to the residents and parish councillors who have served on the working party turning up to meetings online, face to face and workshops over the last three years. It is a tribute to their dedication that we have reached this stage so guickly despite lockdown happening the month after the Parish was designated under the Localism Act. I would urge all residents to read the Capel Draft Neighbourhood Plan and give us their views as we progress through the consultation process to a referendum which we hope will be next year.

We have also rewritten the priorities on the parish Highway Improvement Plan which is the way parish councils negotiate highway improvements with KCC. This has been an ongoing issue for some considerable time. We have been seeking a safe crossing place on the B2017 for many years and drew up a traffic calming scheme at the behest of KCC and at considerable expense only be told that the road is not suitable for traffic calming, but perhaps after all we can have a crossing anyway. Negotiations with KCC on that continue together. amongst other things, with our request for a 40 mph limit on Alders Road. KCC are not prepared to replace the interactive speed indicator<sup>1</sup> that was damaged last year, so the parish council is to buy a moveable indicator to replace it at an estimated cost to the parish of £9000. We will need volunteers to help us move this and to help run the parish's Speed Watch scheme. If you are interested, please give your details to the clerk.



Last summer the parish council was successful in its request for the Queens Head public house to be made an 'Asset of Community Value' as it is the only pub within walking distance of Five Oak Green. We hope the outcome will be the reopening of the building as a pub/café in the not too distant future.

The parish council Recreation and Allotments working party has been focused on further improvements to the recreation ground. Last summer saw the restoration of the Egyptian themed bench by three residents in the old underfives play area (an original or a copy of those on the Embankment in London produced in the 1870's? - we would be grateful for any local knowledge on that question or how it ended up in Five Oak Green!), and the placing of a container paid for by a local resident in the allotments. We are about to update the CCTV to extend its coverage to the pavilion, the MUGA and the play area. We hope this will provide the extra security that the

users have asked for and make the Recreation Ground safer for all.We are working with Five Oak Green Community Gardening Group who put in seven new cherry trees in the orchard and plan an inspiration board and bench to accompany them. The Parish Council are planning a finger post next to the car park which will direct visitors to the Community Orchard,<sup>3</sup> play area, MUGA and other points of interest. We are also working with the charity Friends of Five Oak Green Recreation Ground who raised money for picnic tables around the play area and are now seeking funding for a pump track.

Electric vehicle<sup>2</sup> charging points, our first project to tackle and raise awareness of the climate emergency are due to be installed imminently at the entrance to the car park.

The last year has been one of great change. Last September we sent a letter of condolence to the King<sup>4</sup> on the death of his late mother expressing our gratitude for her decades of service to the country and the Commonwealth. Last summer we celebrated the Platinum Jubilee among other things by planting 'Five Oaks for Five Oak Green' (we are waiting for later in the spring to see how well they have survived last summer's drought and this winter's weather!). We also look forward to the Coronation weekend in May when there will be Big Lunch picnic on the recreation ground (or in the village hall if wet!) to which all residents are invited. The pavilion bar will be open and a cricket match between Capel and Wateringbury will be played.

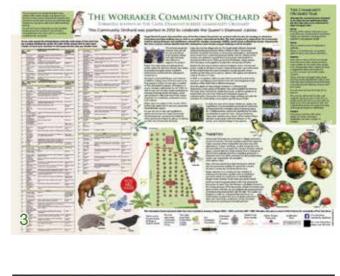
I would like to thank all my fellow parish councillors for the time and effort they give to support the community. One advantage we have had over the two years since the last parish election is stability. We have had no changes in personnel and this has made it much easier to proceed with the work of the council in serving the community. Your councillors are: Hugh Patterson (chairman); Maggie Fenton (Vice Chairman); Ewan Mackenzie; Charles Mackonochie; William Malpas; Suzi Rich; Ashley Saunders; Trevor Sawyer; and Sian Young.

At the same time, you are alerted to the fact there is a parish election due next year and as all successful organisations are blends of continuity and renewal so new candidates with a wish to serve their community are always welcome.

# Capel Parish Accounts

#### 2022-2023 (unaudited)

Total Cash Benerves as at 28 March 2023 6 136,218,32





Finally but not least, I am sure all the parish councillors would like to put on record our thanks to Louise Goldsmith our parish manager and clerk for all her hard work over the last almost two years since she has been in post. Louise is not only the Proper Officer who is legally responsible for everything the council does, but also the chief executive who organises meetings and communicates with councillors and outside bodies. In that time she has made the council a more efficient and more proactive organisation better fitted to represent the needs of our residents. Last year Louise successfully completed the Certificate in Local Council Administration (CiLCA) which would allow the council after the next election (provided it is contested!) to give itself the Power of General Competence under the 2011 Local Government Act and with it a wider range of powers to serve local residents.

Total Cash Reserves as at 28 March 2023															
	Budget	Apr	Max	Jun	Jul	Ave	Sep	Oct	Nev	Dec	Jan	Feb	Har	Total	
Receipts 2022/23		26.642.64					24 442 42							222.2246.000	
Precept VAT return	73,225.00	36,612.50	2.433.21			2.862.37	36,612.50	7.655.73				2,701,21		73,225.00	
Bark Interest	25.00		2.40.21	107.18	8.47	27.35	176.99	43.20	51.87	353.17	78.11	91.99		938.33	
Football Pitch Hire	300.00		175.00	107-10	8.47	350.00	AC8-27		31.0/					\$25.00	
Pevilion - charges	300.00											269.93		269.93	
Memorial Cottages Admin Fee	3,750.00	314.66	314.66	314.66	314.66	314.66	314.65	314.66	314.66	314.66	314.66	314.66	314.66	3,775.92	
Memorial Cottages Rent	11,300.00	943.94	943.94	943.94	943.94	943.94	943.94	943.94	943.94	943.94	943.94	943.94	943.94	11,327.28	
Solar Farm Fund	5,550.00		6,006.31											6,006.31	
Allotment Rents	600.00	20.00					15.00	436.90	241.66	50.00				763.78	
Public Tollets - TWBC	600.00				600.00									500.00	
NDP Grant	3,650.00	<u> </u>				10,000.00								10,000.00	
Other Receipts			600.00								11.000.00		500.00	12,100.00	
Total Receipts	108,700.00	37,891.10	10,473.12	1,365.78	1,867.07	14,498.32	38,063.09	9,394.43	1,552.35	1,661.77	12,336.71	4,491.73	1,758.60	135,264.07	
Staff and Salaries 2022/23															Remaining Budget:
Clerk's Salary	21,500.00	1.615.35	1.615.25	1.615.35	1,629.16	1.619.16	1,629.15	1,619.16	1,679.87	2,419.88	1.754.23	1.754.23	1.754.23	20,675,12	823.87
Pension	1.950.00	152.57		1.310.00	A.8047.48	250.00	A.3347.43	97.30	310.27	455.29	168.10	168.10	168.10	1,802.53	147.47
PAYE & NIC	4,000.00	395.40	395.40	395.60	365.59	365.59	365.79	365.59	369.21	893.83	427.36	427.56	427.56	5,194,48	. 1.194.48
Total Staff and Salaries	27,450.00	2.163.32		2.010.95	1,984.75		1.994.95		2,350.35	3,802.00	2.349.69	2,349.89	2.349.89	27,673.14	- 223.14
Professional Services 2022/23	L	L	-												
Leas	500.00														500.00
Aadt	\$75.00	<u> </u>	150.00			400.00								550.00	25.00
Bank Charges	120.00			18.50				18.00		18.00				54.50	65.50
Insurance	1,700.00		-				1.664.81							1.664.81	35.19
GDPR HR Services	150.00						35.00							35.00	115.00
Total Professional Services	3,045.00		150.00	18.50		400.00	1,699.81	18.00		18.00				2,304.31	740.69
1998 FLORE AND ALL AND THE AR			100.00	10.00		100.00	A.000.04	49.392		10.00				4,000.04	140.07
Office Costs & Admin 2022/23															
Stationery	150.00			34.07									58.44	92.51	\$7.49
Section 137 / donations	1,600.00	500.00	584.00					450.00						1,534.00	66.00
Publications	50.00	50.00												50.00	
Meeting Room hire	500.00	20.00	132.00	132.00	60.00		104.00	300.00			88.00		44.00	880.00	- 300.00
Training	500.00							44.17					50.00	94.17	405.83
Mieape	2,400.00	210.60	194.80	192.60	145.00	162.00	194.40	178.20	162.00	145.80	178.20	178.20	145.80	2,065.40	311.60
Telephone / Broadband/Hobile	900.00	42.95	72.45	218.84	74.95	74.96	74.95	75.48	74.96	74.95	74.96	74.95	29.71	964.16	- 64.16
IT Support & repeirs/Outlook 365	1,300.00	81.15	59.90	59.90	59.90	59.90	59.90 7.00	59.90	59.90	59.90	59.90	59.90	59.90	740.05	539.95
Sege Payroll Website	250.00	7.00	7.99	315.00	7.00	7.00	7,00	7.00	7.00	7.00	7.00	350.00	7.00	84.00	- 415.00
Postage	25.00		-	7.65					6.65			150.00		14.30	60.70
Leser printer / capier	200.00				210.99									210.99	- 10.99
Office rental	624.00							624.00						621.00	
Office electricity	300.00							307.42						307.42	- 7.42
Office cleaning	500.00				32.99									32.99	467.01
Office maintenance	225.00	L		L											225.00
Office bin - half share	\$25.00							906.02						906.02	18.96
Home office allowance	312.00				26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00	234.00	78.00
Total Office Costs & Administration	10,901.00	911.70	1.050.15	967.06	617.64	329.86	456.25	2,978.19	336.51	313.66	434.06	696.05	420.85	9,522.01	1,378.99
Memberships 2022/23		2016 01												2010.01	
Kent Association of Local Councils ACRK	725.00	705.86												705.86	- 5.00
National Landients Association	175.00	99.00	-										175.00	175.00	- 5.00
SLCC	250.00			95.00									112.00	95.00	155.00
Kent County Playing Fields	20.00							20.00						20.00	
CPRE	40.00														40.00
300	35.00														35.00
Total Memberships	1,330.00	795.86		95.00				20.00					175.00	1,085.86	244.14
Property, Amenities & Environment 2022															
Pavilion costs	300.00	25.00	25.00	25.00	25.00	25.00	1.02	1.00	118.13	1.00	1.00	1.00	20.00	268.12	31.87
Allotment - maintenance	500.00		154.90		1.038.57			40.45			464.50			1,728.42	- 1.228.42
Public toilets costs	6.250.00	318.00	437,49	426.77	\$73.00	404.02	366.00	416.12	377.28	336.00	399.83	325.00	821.41	5.200.92	1.049.08
Recreation Ground / Groundsman Civic Amenity Vehicle	24,000.00	1.929.33	1.826.33	1.626.33	1.974.33	1.826.33	1.826.33	1.826.33	1,825.33	1.826.33	1.826.33	2.006.33	2.576.33	23,096.96	903.04
Cos bes	650.00			122.95			123.95		133.25		133.25			513.40	8/5.90 136.60
Christmas Tree & lights	50.00		192.20				.23.35				223.39		314.72	730.31	- 680.31
Memorial cottages - maint/other costs	5,000.00		- Inc. all	3,930.00	3,128.00	5,357.92			15.49		173.08	692.28	6,118.00	19,414.77	- 14,414.77
Defibrillator	100.00									309.00				309.00	- 209.00
Playground casts	500.00			37.00			136.00	164.50					236.00	\$73.50	- 73.50
Other/Contingency	2,000.00	655.00	184.90	880.00	54.00		990.02	850.00					63.15	3,607.05	. 1,607.05
Total Property, Amenities & Environment	40,225.00	2,927.33	2,650.62	7,248.05	6,792.90	7,613.27	3,353.28	3,298.40	2,470.48	2,472.33	3,221.38	3,024.61	10,169.61	55,442.46	- 15,217.46
Projects 2022/23															
Queen's Platiunim Jublice	1,000.00		1,469.15	322.00										1,791.15	- 791.15
Post & Chain Fence - village green	500.00					569.58								569.58	- 69.58
Bus Shelter	1,000.00														1,000.00
Pavilion Alarm	300.00													10.000	300.00
Neighbourhood Plan	10,000,00	68.00	426.25					746.80		6,725.00			2.025.00	10.001.15	- 1.15
Local Plan Total Projects	20,000.00	10,000.00	1,905,50	541.00	9,000.00	569.58		746.80		6,725.00			2.025.00	19,541.00	458.20
Total Projects VAT	32,800.00	622.26	1.905.50	1.415.82	9,000,00		512.63	746.80	481.29	6.725.00	583.16	238.44	2.025.00	12,795.00	896.32
		01110	100.09	1912.01	4,448.20	1.11.24	112.03	-04.40		1,000,000	01100	100.00	100.09	44,733,95	
Total Payments	125,751,00	17,488.47	8,791.52	12,619,18	19,814,85	12,871.00	8.016.93	9,637.72	5,638,63	15,136,43	6,588.29	6,629.00	17,495.24	140,727.26	