**CRANBROOK AND SISSINGHURST**

**PARISH COUNCIL**

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**ANNUAL REPORT**

**2020/21**

**Cranbrook & Sissinghurst Parish Council**

**Councillor’s**

Councillor Robin Beck

Councillor Alison Bunyan

Councillor Andy Fairweather

Councillor Kim Fletcher - Chairman

Councillor Trisha Fermor

Councillor Colin Gilbert – Vice Chairman

Councillor Linda Hall

Councillor Matt Hartley

Councillor Lee Hatcher

Councillor Alan Kings

Councillor John Smith

Councillor Carl Meewezen

Councillor Garry Pethurst

Councillor John Smith

Councillor Nancy Warne

Councillor Wendy Waters

**Tunbridge Wells Borough Council:**

Councillor Linda Hall (Benenden & Cranbrook)

Councillor James Hannam (Frittenden & Sissinghurst)

Councillor Sean Holden (Benenden & Cranbrook)

Councillor Tom Dawlings (Benenden & Cranbrook)

**Kent County Council:**

Councillor Sean Holden

**CHAIRMAN’S REPORT**

**2020 – 2021 – The Covid Ravaged Year**

* Greatest achievement has been to maintain services and a sense of normality
* The Parish Council have Enabled activities, and then supported volunteers to deliver them.
* This has been the year of the Volunteer
* Many volunteers have been selfless and I would like to thank and commend them for their time and energy
* The Council organised the Cranbrook Covid helpline, Volunteers delivered the services
* Mental Wellbeing has been delivered by Wellbeing in the Weald volunteers,
* The Council enabled a 2020 Spinney on the Ball Field, but Cranbrook in Bloom Volunteers planted it up
* The Council enabled Covid testing in the Vestry Hall, and the army and KCC delivered the service.

**The Community and Medical Centre**

* + Access to the donated land has been finalised
  + The Tanyard Dental Surgery has been purchased
  + A robust business case, with financial plans, has been posted on the website.
  + After a public meeting with 78 attendees, the Parish Council agreed to go ahead to the next stage.
  + All the time and effort has been volunteered, only legal fees have been spent.
  + KCC libraries are part of the project.
  + The NHS want to be part of the project. Covid has slowed their processes
  + All the time and effort has been volunteered, only legal fees have been spent.

**Parish Councilors**

* All Parish councillors are volunteers
* We are here to improve life for parishioners and enable change for the better.
* This year we have lost 3 members who all left their mark:

Bridget Longley  
Denis Hemsted  
Brian Clifford

**Cllr. Kim Fletcher**

**Chair of Cranbrook & Sissinghurst Parish Council**

**POLICY & RESOURCES COMMITTEE**



**Cllr. Robin Beck**

**Chairman of Policy and Resources**

**BURIAL GROUNDS AND PROPERTIES COMMITTEE**

Properties & Burial Ground Committee is responsible for:

* Golford Chapel & Cemetery, Sissinghurst Cemetery & St Dunstan's closed churchyard
* Vestry Hall Complex (offices, hall, council chamber and cottage)
* Bus shelters, noticeboards, cycle rack, BT red telephone boxes
* War memorials

Burial Grounds Updates:

* Lych-gate repairs at Sissinghurst cemetery
* Fees have increased, but are reasonable in comparison
* Gates locked due to vehicles driving on grass down to graves
* St Dunstan’s – monitoring effect of ‘wilding’

Vestry Hall Complex:

* Covid-19 symptom free testing
* Filming
* Cottage

Vandalism:

* Bus shelters
* Streetlights
* Red telephone box

**Cllr. Colin Gilbert**

**Chairman – Burial Grounds and Properties Committee**

**ENVIRONMENTAL MANAGEMENT COMMITTEE**

* Co-Ordinated a £1,000 new tree plantation program in conjunction with KCC- The Spinney on The Ball Field
* Dog waste bag dispensers installed 2 on The Ball Field, 1 on The Jubilee Field
* Renewed heritage street lamps in Cranbrook Conservation Area
* Electrical Vehicle charging points in Jockey Lane car park
* Regal and Tanyard car parks lineage, signage and patching
* Crane Valley tree works and upgraded drainage system
* Continued support to Cranbrook in Bloom
* Allotment’s allocations, applications and works

**Cllr. Andy Fairweather**

**Chairman-Environmental Management Committee**

**PLANNING & PRESERVATION MANAGEMENT COMMITTEE**

* 160 applications dealt with during the year, minor to major applications.
* PC are statutory consultees with TWBC the decision-making authority.
* New TWBC agreement on notice period when PC recommendation differs from the Officers view/recommendation on significant/high priority applications. Allows further scrutiny and consultation.
* Changes to the TWBC housing figures for the parish from Reg.15 consultation version to Pre-Submission draft Local Plan:
  + Cranbrook from 718-808 to 415-429, Sissinghurst 100-115 to 38.
* Allowing time for proper impact assessment of extant permissions as they are built out.
* Aim to support sustainable development in line with NDP and national guidance
* Reject inappropriate development that does not align with our local plans.
* Listen to local views/concerns and balance against required housing provision and environmental protection.
* Remote meetings not ideal on the larger/major applications.
* Concern over a recent drop off in neighbour comments. Yellow notices & onus on neighbours to inform themselves.
* Planning for the future, right development, right location, right time.
* Thanks to the Committee members and the Clerks for their commitment and local knowledge which is of great value

**Cllr. John Smith**

**Chairman – Planning & Preservation Management Committee**

**NEIGHBOURHOOD DEVELOPMENT PLAN COMMITTEE**

**The Year in Brief:**

* May – Sept. 2020: Preparing draft NDP document
* 16th October- 11th December 2020: Pre-Submission (Regulation 14) Public Consultation
* January – April 2021: Collating responses and proposing amendments
* March 2021: Design sub-group formed

**Consultation responses:**



**Year Ahead Timeline**

* April – May: Finalise Revised Draft Plan
* June - July: Submit to TWBC for Regulation 16 Consultation
* August/September: Send NDP for examination
* October/November: Referendum

**Cllr. Nancy Warne**

**Chairman – Neighbourhood Development Plan Committee**

**FINANCE REPORT**

This report is an informal picture of what the Parish Council has done over the period 1st April 2018 to 31st March 2019 and where your precept payments have gone.

The precept for 2018/19 was £333,200 and payments out were £342,384 and £78,380 was transferred to earmarked reserves for future projects (including £13,280) for the car parks).

Our staff – the Clerk and Deputy Clerk, Vestry Hall Caretakers and Parish Warden (self-employed) – are our most essential resource and front line to Parishioners. We could not run the Council without them. Our staffing costs including National Insurance & Pensions amounted to £101,807.

Other significant items of expenditure were as follows:-

£

Insurances 8,735

General Administration 15,839

Neighbourhood Plan 355

Street Lighting 10,974

Vestry Hall – Rates & Utilities 9,873

Vestry Hall – Repairs, Maintenance & Cleaning 8,793

Vestry Hall – Cottage Repairs & Maintenance 654

General Maintenance of Cemeteries, Churchyard

& War Memorials (excluding grass & hedge

cutting) 3,815

Contract for upkeep of Recreation Grounds,

Cemeteries & Allotments (includes 2017/18 37,304

litter collections)

Burial Grounds Business Rates 1,934

St. Dunstan’s Churchyard Handrail (after

Donation £1,000) 2,492

Community Centre 10,480

Recreation Grounds – Repairs & Maintenance 1,700

Play Equipment 5,400

Crane Valley Nature Reserve 3,500

Car Parks – general 41,720

Bus Shelters, Notice Boards & Benches 373

Amenity Refuse Vehicle 1,294

Vandalism 665

Tourism Group 900

Grants to Voluntary Organisations 9,142

Computer Update 1,427

Fire Detection System 11,150

Electric Vehicle Charging Points 19,299

(Grant to be received)

The above and all our other payments were funded by the precept, various grants and monies earmarked in previous years, plus the following income:

Bank Interest 3,313

Vestry Hall Hire 21,196

Burial Fees 11,318

Play Equipment – Grants 1,650

From Tomlin Murton Playing Field Trust 5,000

Rents received 3,966

At the end of the year there was £436,275 held as a reserve earmarked for future specified expenditure (including £126,555 for the car parks). There is also a general cash flow fund of £145,039.

The accounts are examined twice a year by our Auditor from Kent County Council and then sent as part of our Annual Return to the Accountants, appointed by the Audit Commission, for approval. Once approval has been received the accounts are available for inspection at the Parish Council Office.

**Cllr. Brian Swann**

**Chairman – Policy and Resources Committee**

**GRANTS MADE TO VOLUNTARY ORGANISATIONS**

**2020/2021**

Citizens Advice Bureaux

Cranbrook In Bloom

Cranbrook Primary Out of School Club

Hi-Kent

Home Start South West Kent

Kent Sussex Surrey Air Ambulance

Sissinghurst Flower Show Society

St. Dunstan's PCC

The Counselling Centre

Citizens Advice Bureaux