

WOODCHURCH PARISH COUNCIL

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Page 245

MINUTES 101

Minutes of the meeting held in the Memorial Hall Annexe, Woodchurch on Friday 24 October 2014 at 7.00 pm

PRESENT: Mr J West (chair), Mrs G Davies, Mrs J Haynes, Mrs D Penn
Mr A Faiers, Mr A Hukins and Mr P Spice

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLOR: Mrs A Hicks and Mr P Davison

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 8 Members of the Public present.

1. APOLOGIES FOR ABSENCE

An Apology for absence was received from Miss R Dewar (family commitment),
Mr R Woods (prior commitment) and PCSO Gary Carr

2. DECLARATIONS OF INTEREST

Declarations of Pecuniary Interest

Mr Faiers declared an interest in matters associated to the Local Needs Housing and
the notice board (family connections).

Mr West declared a Pecuniary Interest in Planning Application No 14/1251/AS as he is
a neighbour

Declarations of Significant Interest

There were no Declarations of Significant Interest.

Updating of Declarations of Interest for the Code of Conduct

Councillors are reminded that they should update their Declarations of Interest
with the Monitoring Officer if necessary.

3. ACCEPTANCE OF MINUTES

Error under Finance

Cheque number 859 was for PK Littlejohn - £240

860 was for D Grabham - £225

861 was for The Play Inspection Co - £71.94

The Minutes of the last meeting held were accepted and it was unanimously agreed that
Mr West should sign them as a true record of the meeting.

Proposed Mr Faiers

Seconded Mrs Davies



4. **MEETING ADJOURNED FOR PUBLIC PARTICIPATION AND RECONVENED**

The meeting was opened to the Members of the Public present from 7.07 -7.26 for questions and comment.

5. **PLANNING**

The Clerk was asked to contact Mr Vink and ask for confirmation that he has received the letter sent regarding Planning Application No 14/00902/AS.

6. **LOCAL NEEDS HOUSING**

Miss O'Sullivan contacted the council to ask whether councillors would support a Local Needs Housing Development on Site 2.

Following discussion, the Clerk was asked to reply saying that councillors would prefer to wait until the results of the recent call for site submissions have been received, before making a final decision.

They also asked the Clerk to invite Miss O'Sullivan to a meeting to discuss this matter.

7. **VILLAGE MATTERS**

Disabled Parking

Medash can produce a Dibond sign 6" across for £15.00 + VAT. It was agreed that the Clerk should order 2 signs.

Dog Fouling

Following discussion the following was agreed upon:-

The Dog Warden will be asked to make more frequent visits to the village.

Resolution: Mr West will offer Mr Harris one extra hours work a week to enable him to clear and then keep The Green clear of dog mess. If he accepts he will be asked to purchase the equipment he needs and send the bill to the Council.

Proposed: Mr Spice

Seconded Mrs Haynes

Salt Bag

We have ordered a salt bag to be situated at the top of Susans Hill.

It was agreed to put the following on the website, in the parish magazine and to tape a copy to the bin at the top of Susans Hill.

The Parish Council has arranged for a Salt Bag to be situated at the top of Susans Hill. The salt is for the use of all members of the public, but anyone using the salt does so at their own risk. The Parish Council accepts no responsibility for any accident or damage to a person, vehicle or property, caused as a result of an individual using this salt.

Once this bag of salt has been used it will not be replaced by the Parish Council.

8. MATTERS ARISING

There were no Matters Arising not covered on the agenda.

9. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS**Bank Reconciliation**

Account Balance		Balance at Bank	
Opening Balance	46579.22	Money Manager Account	55914.73
Plus Receipts	<u>25196.54</u>	Less uncleared cheques	<u>1617.84</u>
	71775.76		54296.89
Less Payments	<u>17428.87</u>	Plus Community Account	<u>50.00</u>
	54346.89		54346.89

Earmarked Funds

	Balance 23.05.14	+/- Oct	Balance 24.10.14
Election/Standards Committee	5000.00		5000.00
Contingencies	9040.74		9040.74
Maintenance on War Memorial	788.02		788.02
Play Area	2249.39	-59.95	2189.44
Village Trees	310.00		310.00
CFG	955.00		955.00
CTSG	<u>710.00</u>		<u>710.00</u>
	19053.15	59.95	18993.20

Accounts to be Paid

PAYEE	CHQ NO	NET £	VAT £	GROSS £	DETAILS
Mrs J Batt	862	541.46		541.46	Salary and Expenses
Cash (Mr R Harris)	863	181.90		181.90	Litter Picking
Weed Management	864	210.00	42.00	252.00	Spraying The Green
D Grabham	865	165.00		165.00	Green Maintenance

Resolution: Councillors unanimously agreed to pay the above accounts.

Proposed Mr Spice

Seconded Mr Faiers

Matters Arising from the Mid Year Internal Audit

There were no matters arising.

Updating of Standing Orders regarding recording of meetings

Councillors unanimously agreed to update the standing orders to read:-

Following the amendment to the Public Bodies (Admission to Meetings) Act 1960, a person may not orally report or comment about a meeting as it takes place if he is present at the meeting of a parish council or its committees but otherwise may:

- a) film, photograph or make an audio recording of a meeting;**
- b) use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;**
- c) report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting**

Councillors also unanimously agreed the policy regarding the recording and use of Social Media at council meetings.

Website

Nothing to report.

Insurance

Nothing to report.

Notice Boards

A quote to install the notice board has been received and Mr Hukins will talk to the other gentleman who was to be asked to quote, to see if he wishes to do so.

Resolution: Once the second quote has been received, Mr Hukins will obtain the verbal agreement of 2 other councillors as to which quote to accept and will ask the successful applicant to proceed with the work as soon as possible.

Risk Assessment

The Clerk reported that she had managed to obtain a price from a second company and that it was more expensive than the one received from the Play Inspection Company.

Resolution: Councillors unanimously agreed to instruct The Play Inspection Co to undertake next year's Annual Play Inspection.

Formation of Complaints Committee

Councillors agreed to enter into a reciprocal arrangement with Shadoxhurst Parish Council with regard to the formation of a Complaints Committee.

Provision of Allotments in Woodchurch

Seven letters have been received from residents of Woodchurch asking the Parish Council to provide allotments in the parish.

Councillors will investigate possible sites and this will be discussed again at a future meeting.

The possibility of a Garden Share Scheme was put forward.

Response from Southern Water

The Clerk emailed Mr Macey but has not yet received a reply to the questions put to him.

Update on Response to Site Submissions

Nothing to report.

10. CORRESPONDENCE/EMAIL CORRESPONDENCE

Southern Water – Publication of Water Resources & Drought Survey

Kevin Funnell Internal Audit Report

KALC Minutes of Meeting held 24.09.14

ABC Agenda for Parish Forum

ABC Housing News

Request for an allotment were received from:-

Mr C and Mrs J Day

Mrs G Edenbrow

Mr R Everett

Mr T Jackson

Mrs J Leigh

Mr C Molloy

Mr R Philpott

EMAIL CORRESPONDENCE

Email from Kenardington Parish Council regarding problems with cyclists and marshals during cycle races. The Clerk was asked to reply to Kenardington Parish Council in support of their complaint

Woodchurch Memorial Hall requesting permission to site a crane on the car park whilst the Tennis/Woodchurch Players store is removed.

Resolution: Councillors unanimously agreed to grant permission.

Proposed Mr Hukins

Seconded Mr Faiers

Received from PCSO Gary Carr

Kent Police has investigated theft of a motor vehicle which was parked insecurely on Front Road. A male was discovered inside an isolated property on Redbrook Street. Nothing was taken and the male was chased off by the victim's dog. A window was damaged at a bungalow in Mill View which could have been an attempt to break into the property.

After reports again regarding irresponsible parking outside the primary school I have patrolled the area during drop off / pick up times to try and educate drivers so they can park responsibly. I have conducted follow up visits at Redbrook Street and Mill Court and given out crime prevention advice and property marking pens at those locations plus Rectory Close. I have attended the scout hut and spoken to the OAP's who attend the afternoon meeting. Please make sure that your property and outbuildings are secure as thieves target rural areas now dark evenings are with us.

11. HIGHWAY ISSUES

The Clerk was asked to report the pot hole outside of Pollen House.

The manhole outside of the entrance to Shirkoak Park has dropped.

12. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

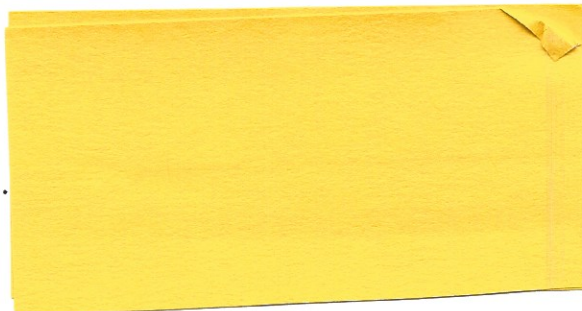
Mr Jackson has kindly treated the bus shelter at Shirkoak Park. Councillors thanked him for this.

Mr Grabham hopes to start clearing the brambles on The Green in the next 10 weeks.

Mr West reminded councillors that we always purchase a wreath for Remembrance Sunday.

There being no further business the meeting closed at 8.17 pm.

Signed



.. Dated 28/11/14

WOODCHURCH PARISH COUNCIL

PLANNING APPLICATION RECORD

2014

OCTOBER 2014

14/01227/AS Stonebridge Farmhouse, Brook Street, Woodchurch, Ashford, Kent TN26 3SN

14/01228/AS 1. Erection of conservatory to side elevation
2. Listed building for same, removal of bay window and installation of French Doors

Parish Council: Support

14/01251/AS Six Bells Mobile Home Park, Six Bells Park, Woodchurch, Kent
Erection of a new wall/fence

Parish Council: Support 6:1 abstention

14/01292/AS 21 Front Road, Woodchurch, Ashford, Kent TN26 3QB

14/01293/AS Proposed single storey rear extension.

Listed Building application 14/01293/AS to include "flue and conservation roof lights"

Parish Council: Support

Decision Notices received from ABC

14/01107/AS Appleberry Farm, Redbrook Street, Woodchurch, Ashford, Kent TN26 3QS
Proposed change of use from stable block to holiday accommodation including new drive from existing access

Borough Council: Permit

14/01128/AS Gower Farm Barn, Susans Hill, Woodchurch, Ashford, Kent TN26 3RE
Change of use from holiday let to residential

Borough Council: Withdrawn by applicant

14/01177/AS Woodhouse, Shadoxhurst Road, Woodchurch, Ashford, Kent TN26 3QP
Revised scheme to applications 10/01645/AS and 11/00914/AS for single storey extension on the South-East elevation, first floor extension on the North-West elevation and single storey garden room extension on the North-East elevation (Part retrospective)

Borough Council: Permit