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WOODCHURCH PARISH COUNCIL

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Page 286

MINUTES 110

Minutes of the meeting held in the Memorial Hall Annexe, Woodchurch on Friday 26 June 2015 at 7.00 pm

PRESENT:

Mr J West (Chair), Mrs D Penn, Mr A Faiers,

Mr N Jones, Mr P Spice, Mr P Wood and Mr R Woods

PCSO Gary Carr for part of the meeting

PARISH CLERK:

Mrs J Batt

BOROUGH COUNCILLOR: Mrs A Hicks

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 3 Members of the Public present.

1. APOLOGIES FOR ABSENCE

An Apology for absence was received from Mrs G Davies, (prior commitment), Mr A Hukins (prior commitment) and County Councillor, Mr M Angell.

2. DECLARATIONS OF INTEREST

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

Mr Jones and Mr Woods declared a Significant Interest in matters associated with the WCIE.

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.

To note the granting of any requests for Dispensations and the decision

No such requests received.

3. ACCEPTANCE OF MINUTES

Item 15 The Power of General Competence should read 9 out of 9 elected councillors. The Minutes of the meeting held on 15 May 2015 were accepted and it was unanimously agreed that Mr West should sign them as a true record of the meeting.

Proposed Mr Jones

Seconded Mrs Penn

WPC MINS 110

Page 287

4. <u>MEETING ADJOURNED FOR PUBLIC PARTICIPATION AND RECONVENED</u>
The Members of the Public did not have any questions or comments to make.

5. PLANNING

Please see attached list.

6. VILLAGE MATTERS

The Clerk was asked to contact the owner of the Mission Hall and ask him to clear the surrounding area, make sure that the building is safe as councillors are concerned that it is deteriorating and ask him what his plans for the building are.

Mr Woods reported that he had been approached by a resident who cuts an area of grass, belonging to the Council, who asked whether the Council would pay for a brown bin from ABC for the cuttings. As a number of residents cut areas of grass belonging to the council, the council cannot provide brown bins from council funds.

Mr West will investigate the ownership of the hedge which is overhanging the path in Rectory Close.

Engine Alley is overgrown, but it is hoped that this will soon be rectified as the resident concerned is replacing the hedge with a fence.

Green Lane is overgrown. There is no registered owner for this Lane and councillors agreed that the overgrowth of vegetation is stopping cars from driving along it.

The vegetation has grown out around the notice board at the bottom of Front Road. Mr Faiers will try and find out who owns the hedge. If he is unable to Mr West will ask Mr Grabham to cut it back.

A resident of The Green has asked for the seat and bin at the rear of his property to be moved away from his boundary as they have both fallen into disrepair. Councillors agreed to ask the family who purchased the memorial bench to be installed on the extension to The Green whether they would agree to their bench being placed on the Lower Road end of The Green.

7. MATTERS ARISING

Mr Wood will contact Wicksteed Leisure and discuss the recent repair to the Skier, as he was not satisfied that it was due to wear and tear. Having looked at it he thinks it is a design fault.

8. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS

Bank Reconciliation

Account Balance		Balance at Bank	
Opening Balance	45790.17	Money Manager Account	55118.41
Plus Receipts	12316.02	Less uncleared cheques	6146.61
	58106.19	-	48971.80
Less Payments	9084.39	Plus Community Account	50.00
	49021.80		49021.80
Less Earmarked Funds	23805.70	Less Earmarked Funds	23805.70
	25216.10		25216.10

Earmarked Funds

	Balance	+/-	Balance
	27.02.15		26.06.15
Election/Standards Committee	5000.00		5000.00
Contingencies	9040.74		
Budget 15/16		1200.00	10240.74
Maintenance on War Memorial	550.52		
Budget 15/16 grass cutting		220.00	770.52
Play Area/CEE	2189.44		
Budget 15/16		920.00	3109.44
Village Trees	310.00		
Budget 15/16		500.00	810.00
General Reserves	1665.00	2210.00	3875.00
	18755.70	5050.00	23805.70

Cheque number 100912 was drawn on 11 June with the unanimous agreement of councillors, for £3180.00 in favour of KALC for the purchase of 2 defibrillators

Accounts to be Paid

PAYEE	CHQ NO	NET £	VAT £	GROSS £	DETAILS
Cancelled Cheques					
	913/4/5				
The Post Office	916	9.20		9.20	Income Tax
Mrs J Batt	917	530.53		530.53	Salary
Mr R Harris	918	260.00		260.00	Litter Picking
Wicksteed Leisure	919	990.00		990.00	Repairs to Skier
Hampshire Flag Co	920	125.69	25.14	150.83	2 Flags
Woodchurch M Hall	921	48.00		48.00	Hire of Hall Housing Cttee
A R W Kirk	922	200.00	40.00	240.00	Clearing Hedge Cuttings
D Grabham	923	320.00		320.00	Green Maintenance
WCIE	924	1000.00		1000.00	Contribution to Expenses

Resolution: Councillors unanimously agreed to pay the above accounts.



Website

Councillors agreed to upload all documents onto the website to ensure we comply with the transparency act.

Insurance

Mr Woods took the insurance documents to check and return to the Clerk at the next meeting.

Risk Assessment

Mr Faiers and Mr Jones will complete the Risk Assessment in time for the September meeting.

Purchase of a Defibrillator

Two defibrillators were ordered during the month, following the verbal agreement of all councillors. One will be placed in the lobby of the surgery and one on the wall of the WCIE. The Patient Support Group is going to apply for a Ward Member Grant from our Borough Councillors towards the cost.

<u>Resolution</u>: Councillors unanimously agreed to purchase a sign to be placed on the wall of the WCIE, advertising the unit.

Report for Parish Magazine

On agenda in error.

Bus Shelter

Mr Faiers has arranged for 3 quotes to be sent to Grasstex, the company responsible for the damage.

War Memorial

The area needs tidying up. Mr West will liaise with the British Legion.

Future of WCIE

Please see attached report.

Councillors agreed that Mr Woods and a small working party will look at the options available to enable this to remain open and report back at the next meeting.

Resolution: Councillors agreed 6:1 to draw a cheque for £1000.00 to the WCIE to help cover expenses.

Adoption of Terms of Reference for the Housing and Development Advisory Committee Resolution: Councillors unanimously agreed to adopt the Terms of Reference.

Proposed Mr Faiers

Seconded Mr Jones

Memorial Hall Car Park

Defer to next meeting.

WPC MINS 110 Page 290

9. CORRESPONDENCE

The Local Government Boundary Commission for England

EMAIL CORRESPONDENCE

Received from PCSO Gary Carr

Since the last parish council report in May there have been no incidents of crime reported to Kent Police. Neighbouring wards have seen incidents including attempted theft of livestock and criminal damage to fence lines and gates. Local residents have spoken to the KCC warden regarding locals parking cars over the pavement on Front Road which can cause an obstruction for pedestrians.

I have conducted speed checks on Front Road and also on Lower Road. At both locations no vehicles were recorded exceeding the 30mph speed limit. I shall continue to conduct speed checks in the village over the summer and hope to have the ANPR vehicle available. I have attended the Wednesday afternoon OAP coffee and chat evening at the scout hut.

Received from Community Warden Katherine Carter

Just an update in what I have been doing in your area.

Pop in club – I will be attending this club on more of a regular basis as I have changed my reading day in one of the schools.

Woodchurch Intake Day – Woodchurch School have invited me to their New Intake Morning in July where I will give out information/Goodies on road safety and personal safety to children and parents.

Information Bureau – I visit Libby most Tuesdays and she always passes on any issues to me that I may be able to help with.

I try to get to Woodchurch a couple of times a week to do visible presence in your area.

10. HIGHWAY ISSUES

The Clerk was asked to report the following:-

The potholes at the High Halden end of Redbrook Street

11. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

Mr Spice will put an article in the Parish Magazine asking people not to park on the pavement.

By Laws will be included on the next agenda.

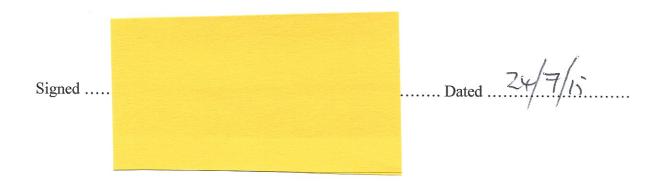
Mr Wood asked whether it was necessary for councillors to receive all the emails that the Clerk receives. As they are sent to the Parish Council and not her personally it is.

The Clerk will resend the email regarding councillor training to Mr Wood.

WPC MINS 110 Page 291

Mr West has received a complaint regarding the amount of litter on The Green, on Thursday mornings following the visit of the fish and chip van on Wednesday evenings. Although people put their wrappings in the litter bins, the foxes take them from the bins and strew them across The Green. Mr West will ask Mr Harris whether he can undertake a regular litter pick on The Green on Thursday mornings.

There being no further business the meeting closed at 8.50 pm.



WOODCHURCH PARISH COUNCIL

PLANNING APPLICATION RECORD

2015

JUNE 2015

15/00678/AS 59a Lower Road, Woodchurch, Ashford, Kent TN26 3SG

Erection of a two storey side extension

Consultation Date: 13.06.15

Parish Council: Support

15/00746/AS 77 Front Road, Woodchurch, Ashford, Kent TN26 3SA

Reconstruction of roof over existing ground floor to form additional habitable

accommodation in roof space

Parish Council: Support

15/00769/AS Cob Tree Meadows, Brook Street, Woodchurch, Ashford, Kent TN26 3SZ

Variation of condition 1 to remove personal reference to Ms S Bristow and Mr C Turner and replace with gypsy/traveller family and removal of reference of temporary to allow for permanent occupation on Planning Permission Reference

11//1/48/AS

Parish Council: Object on the following grounds:-

It is inappropriate to vary the conditions.

A new planning application should be submitted

Councillors expect it to be refused as the previous application was

15/00810/AS Little Robhurst Farmhouse, Swain Road, Woodchurch, Ashford, Kent, TN26 3TB

Erection of a two bay oak framed garage and log store

Parish Council: Support

The following decision notices have been received from ABC:-

15/00359/AS 6 Lower Road, Woodchurch, Ashford, Kent, TN26 3SQ

Proposed loft conversion with insertion of no 3 dormer windows and no 2 rooflights to side elevation and replacement of existing windows with UPVC double glazed windows.

Borough Council: Permit

15/00375/AS 120 Front Road, Woodchurch, Ashford, TN26 3SF

Proposed two storey side extension; single storey rear extension and roof extension

to garage from flat to pitched roof

Borough Council: Permit – Mins May 15

Amended Plans Approved – Mins June 15

- 15/00412/AS Susans Hill Oast, Susans Hill, Woodchurch, Ashford, Kent TN26 3RE Construction of ménage 17m x 36m, access gate and 1.2m surround fencing **Borough Council: Permit**
- 15/00436/AS Garage blocks and land between 26 and 31 Brattle, Woodchurch
 Erection of 4no. affordable dwellings including associated parking, refuse stores and external sheds
 Borough Council: Permit
- 15/00516/AS The Wonder, Redbrook Street, Woodchurch, Ashford, Kent TN26 3QT Proposed detached triple garage with storage over **Borough Council: Permit**
- 15/00540/AS 12 Kirkwood Avenue, Woodchurch, Ashford, Kent TN26 3SE Erection of a rear extension

 Borough Council: Permit
- 15/00550/AS 43 Brattle, Woodchurch, Ashford, Kent TN26 3SW Proposed single storey rear extension and erection of front porch Borough Council: Permit

The following has been received from KCC

KCC/AS/0063/2014 Glebe Farm, Duck Lane, Shadoxhurst, Ashford, Kent TN26 1LT
Storage and processing of scrap metal including End of Life Vehicles (ELVs),
Construction of concrete slab base and drainage interceptor, processing
building, storage building (non-ferous metals and batteries), weighbridge,
portable cabin office and welfare facility and use of mobile crane and crusher
WITHDRAWN BY APPLICANT

Future of Woodchurch Community Information Centre

Options	Positives	Negatives	
Option 1 Stays as Community Interests Company Cost: £7.5k from Parish Council Including coordinator £3.5k from membership	✓ 20hr/wk coordinator to bring continuity of all service for all villagers & visitors ✓ 1 stop shop approach for local activities, local services (eg bus timetables etc), tourist information, local traders & village clubs & societies ✓ Promotes 'Local' ✓ Brings the village community even closer together (Newsletter) ✓ Can apply for grants ✓ Oil syndicate ✓ Proactively Promote further membership	 Additional cost to Parish Council Securing enough membership Finding someone who can apply for grants Employing the right person to become coordinator and able to provide services expected of membership groups eg poster design etc, and on the limited salary 	

Option 2 Primary use for Parish Council office alongside tourist information centre

Cost:

£3.5k from Parish Council Zero from membership

- ✓ Lower costs to Parish Council
- ✓ Parish Clerk could run it 1 day/wk
- ✓ Other Parish
 councillors could
 man it 1 day/wk
 which increases our
 accessibility (eg Rob,
 Nick)
- Maintains a central point for local info and what's going on ie only the services eg photocopying & poster design would have to stop
- ✓ Lower risk for its success ie lower costs mainly due to no employee costs to fund

- Not able to apply for grants
- Less pro activity around bringing community together
- Services eg photocopying & poster design would have to stop
- Relies on Parish councillors and/or volunteers to keep open

Summary from village questionnaire:

- 96% want the Centre to continue as a village resource
- 88% responded yes to an increase in Parish taxation to support the Centre
- 57% responders have not used the toilet since July 2013

Key benefits noted by villagers (from questionnaire):

- ➡ Tickets for 'Woodchurch Players' productions & others 28
- General Information/Leaflets/timetables 19
- Local club & society Information/enquiry 5
- Local traders information 5
- Events 4
- Local Planning 4
- Printing 3
- Advertising 3
- 4 Oil 2
- Poster Design 1
- Local safety & policing information 1

A third Option could be to retain the toilet and close or rent out the office to a third party. However based on the survey's findings (see above), it is assumed that councillors would not want to see the office closed or used for anything other than a local service.