

WOODCHURCH PARISH COUNCIL

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MINUTES 111



Minutes of the meeting held in the Memorial Hall Annexe, Woodchurch on Friday 24 July 2015 at 7.00 pm

PRESENT: Mr J West (Chair), Mrs G Davies, Mrs D Penn, Mr A Faiers,
Mr A Hukins, Mr N Jones, Mr P Spice, Mr P Wood and Mr R Woods

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLOR:

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 48 Members of the Public present for part of the meeting.

1. APOLOGIES FOR ABSENCE

An Apology for absence was received from Borough Councillors, Mrs A Hicks and Mr G Bradford and PCSO Gary Carr.

2. DECLARATIONS OF INTEREST

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

Mr Woods declared a Significant Interest in matters associated with the WCIE and Front Road Planning.

Mr West declared an interest in matters pertaining to 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

The Minutes of the meeting held on 26 June 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 Mr Wood

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

The meeting was opened to the Members of the Public present from 7.06 – 7.15 for questions and comment.

5. **PLANNING**

Please see attached list.

Update on Housing Advisory Committee Meetings

Mr Woods explained the content of the report to those present and suggested that everyone should read the entire document. Anyone wishing to receive a copy was asked to leave their name and address at the back of the hall before leaving

A Public Meeting is to be arranged with Mr Cole, Planning Policy Manager ABC, to discuss the report and Mr Woods asked for any responses to the content of the report to be sent to the Parish Clerk by 14 August in order that they can be collated in time for this meeting

6. **VILLAGE MATTERS**

The Green

The Clerk will respond to an email received from a resident and tell them that the seat and bin will be repaired, although Councillors agreed that the seat and bin should be left in place as the seat is used by people walking up from Lower Road and has been there for a long time.

Mr West reported that he had been emptying the bins on The Green following the visit by the Fish and Chip Van on Wednesday evenings. Mrs Davies offered to empty the bins for the next 2 weeks.

7. **MATTERS ARISING**

Mr Wood reported that he had spoken to Wicksteed regarding the Community Exercise Equipment and they were surprised that the skier had failed. It appears that the cause might be the lack of a correct maintenance schedule. Mr Woods will follow up and report back.

8. **ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS**

Bank Reconciliation

Account Balance		Balance at Bank	
Opening Balance	45790.17	Money Manager Account	50966.89
Plus Receipts	<u>12322.55</u>	Less uncleared cheques	<u>3584.56</u>
	58112.72		47382.33
Less Payments	<u>10680.39</u>	Plus Community Account	<u>50.00</u>
	47432.33		47432.33
Less Earmarked Funds	<u>23805.70</u>	Less Earmarked Funds	<u>23805.70</u>
	23626.63		23626.63

Earmarked Funds

	Balance 26.06.15
Election/Standards Committee	5000.00
Contingencies Budget 15/16	10240.74
Maintenance on War Memorial Budget 15/16 grass cutting	770.52
Play Area/CEE Budget 15/16	3109.44
Village Trees Budget 15/16	810.00
General Reserves	3875.00
	23805.70



Cheque number 100925 was drawn on 30 June with the unanimous agreement of councillors, for £36 in favour of First Rescue Training and Supplies for the purchase 1 x 3D Steel AED Wall Sign for the defibrillator

Accounts to be Paid

PAYEE	CHQ NO	NET £	VAT £	GROSS £	DETAILS
Mrs J Batt	926	530.74 41.96		572.70	Salary Expenses
Mr R Harris	927	260.00		260.00	Litter Picking
D Grabham	928	240.00		240.00	Green Maintenance

Resolution: Councillors unanimously agreed to pay the above accounts.

Proposed Mr Faiers

Seconded Mr Hukins

Website

Nothing to report.

Insurance

Mr Woods confirmed that all is in order with the insurance.

Risk Assessment

To be completed in time for the September meeting. Mr Faiers and Mr Jones have the paperwork necessary to complete the assessment.

Purchase of a Defibrillator

The defibrillators have arrived and Mr Jones will arrange installation.

Bus Shelter

Grasstex contacted the clerk this afternoon to inform her that they are meeting with the contractor tomorrow and hope to be able to give us a date for repair in a few days.



War Memorial

Mr West reported that he was still waiting for a reply from the British Legion regarding tidying the area.

Future of WCIE

Mr Jones reported on the 3 options for keeping the WCIE open. Please see attached.

Mrs Penn offered to contact local estate agents to see whether they would be interested in renting notice board space outside the WCIE to advertise properties in Woodchurch and the surrounding area.

Following discussion, Councillors agreed that Option 2 appeared to be the most feasible.

Proposed Mr Faiers Seconded Mr Hukins

Memorial Hall Car Park

Deferred to future meeting.

Queen's 90th Birthday

Mr West suggested setting up a sub committee to arrange a party on The Green similar to that of the Diamond Jubilee

9. CORRESPONDENCE

The Local Government Boundary Commission for England

Residents of Front Road concerning the works being undertaken at the Village Hall

The Memorial Hall Committee has replied explaining that the roof trusses were delayed by a number of weeks, holding the project up. The roof is now on and the windows in. The road will be reinstated to its original condition, although the committee was unsure as to what was required about regarding the drain. The log boom needs reinstating.

EMAIL CORRESPONDENCE

Mr Shayler re Funfair on The Green

Councillors agreed they could not agree to Mr Shayler's request to bring a fun fair to The Green.

Kent Community Foundation

Councillors agreed that there would be no benefit in meeting with a member of the Kent Community Foundation

Russell Tickner re bench

Received from PCSO Gary Carr

There have been three crimes reported to the police in the ward this month. Criminal Damage was caused to a vehicle parked on Redbrook Street. Gates at a stable were damaged off Brook Street, wood was stolen and farm buildings entered at an isolated property in the ward. All sites have been visited by myself and crime prevention advice given. I have visited residents on Brook Street and surrounding areas regarding illegal poaching in the area.

With the hot weather now with us, please make sure that your windows and door are locked up if you go out. Garages and shed should also be locked up to help prevent crime.

Received from Community Warden Katherine Carter

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

Woodchurch Intake Day – Woodchurch School hosted an intake day for parents of the that Woodchurch won the Safety in action prize money which means they had top marks for behaviour, attitude and interaction when they attended Tower's school for this event.

I have been very busy this month. I have had to do a share of the Safety in Action Event held at Tower's School which was on for two weeks. I have helped to deliver sandwiches and water at Operation Stack and will be working at a fete on Sunday.

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

Received from Cllr Bradford

Please tender my apologies at the forthcoming meeting. I am committed elsewhere. Please pass on my best wishes to the PC and report on my behalf the following:

I have, at last, settled into my new role. The first six weeks were manic with a plethora of training at the Council Offices and a raft of new member meetings. Things have fortunately settled down now. I have been selected as a lead member and have borough responsibility for Health & Wellbeing and the Community Safety Partnership. I also serve on three committees including Planning.

I visited Woodchurch Primary School recently to award the prize for the best young people attending the Safety in Action day course. The Woodchurch year 6 students were the best out of 1200 young people who attended and we should be rightly proud of them. I was genuinely impressed by the School and the Head Teacher in particular.

10. HIGHWAY ISSUES

The Clerk was asked to report the sewer at the junction of The Green and Front Road again.

11. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

A resident of Cherry Orchard who is concerned that some of the trees on his boundary with Stoney Lane will be blown over into his garden in bad weather will be asked to contact KCC.

There being no further business the meeting closed at 8.33 pm.

Signed

..... Dated 28/8/15

WOODCHURCH PARISH COUNCIL PLANNING APPLICATION RECORD 2015

JULY 2015

15/00877/AS Woodchurch House, Brook Street, Woodchurch, Ashford, Kent TN26 3SN
Maintenance Shed

Parish Council: Support

15/0961/AS 39 The Green, Woodchurch, Ashford, Kent TN26 3PF
Full Planning Construction of rear single storey extension and insertion of new door to west
Permission elevation to serve new lobby and new window to serve kitchen

Parish Council: Support

15/00962/AS 39 The Green, Woodchurch, Ashford, Kent, TN26 3PF
Listed Demolition of rear single storey extension. Construction of new rear single storey
Building extension with some internal alterations and insertion of new door to west elevation to
Consent serve new lobby and new window to serve kitchen

Parish Council: Support

An appeal has been submitted in respect of the following application:-

DOE Ref: APP/E2205/W/15/3070041

14/00902/AS Land between, 82-120 Front Road, Woodchurch
Erection of 10 detached dwelling houses including access
road, garaging, parking and landscaping

The following decision notices have been received from ABC:-

15/00520/AS Marquee rear of Scout and Guide Headquarters, Lower Road, Woodchurch, Kent
Replace marquee with a permanent building for social use and provision of toilet
block in grounds

Borough Council: Permit

15/00554/AS Court Lodge Oast, Front Road, Woodchurch, Ashford, Kent TN26 3SD
Proposed dormer window on north elevation, two dormer windows on west
elevation, over garage

Borough Council: Permit

15/00678/AS 59a Lower Road, Woodchurch, Ashford, Kent TN26 3SG
Erection of a two storey side extension

Borough Council: Permit

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

Borough Council: Permit

Future of Woodchurch Community Information Centre

Options	Positives	Negatives
<p>Option 1 Stays as Community Interests Company</p> <p>Cost: £7.5k from Parish Council including coordinator £3.5k from membership</p>	<ul style="list-style-type: none"> ✓ 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 	<ul style="list-style-type: none"> ▪ 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
- + 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.