



WOODCHURCH PARISH COUNCIL

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Page 318

MINUTES 116

Minutes of the meeting held in the Memorial Hall Annexe, Woodchurch on Thursday, 10 December 2015 at 7.00 pm

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

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLOR:

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 32 Members of the Public present.

1. APOLOGIES FOR ABSENCE

An Apology for absence was received from Mrs D Penn (prior engagement) and Borough Councillors, Mrs A Hicks and Mr G Bradford

2. DECLARATIONS OF INTEREST

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

Mr Faiers declared an interest in application no 15/01517/AS as a member of his family is affected by the application.

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 27 November 2015 were accepted and it was unanimously agreed that Mr West should sign them as a true record of the meeting.

Proposed Mr Hukins

Seconded Mr Woods

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

The meeting was opened to the Members of the Public present from 7.04 – 7.07 for questions and comment.

5. **PLANNING**

Please see attached list.

6. **REPORT ON CONSERVATION AREA APPRAISAL**

Following discussions with councillors and members of the public present, it was agreed that Mr Woods should amend the report to take in all the comments and concerns of residents and submit it to Ashford Borough Council by 21 December.

7. **VILLAGE MATTERS**

Mr Wood reported that he walked the path with Mrs Davies and that he had also spoken to the Farm Manager responsible for the field, who has promised that it will be returned to a condition suitable for members of the public to walk along.

Ms Faiers from the PROW has confirmed the correct route of the Public right Of Way AT 172 and this will now be marked by the tenant of the farm.

We are still waiting for a reply from the diocese regarding the public consultation.

8. **MATTERS ARISING**

The hedge at the bottom of Place Lane has not been cut. KHS have logged the fault, visited the site and have recorded that more work is needed.

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

Bank Reconciliation

Account Balance		Balance at Bank	
Opening Balance	45790.17	Money Manager Account	51842.99
Plus Receipts	<u>24433.45</u>	Less uncleared cheques	<u>3491.82</u>
	70223.62		48351.17
Less Payments	<u>21822.45</u>	Plus Community Account	<u>50.00</u>
	48401.17		48401.17
Less Earmarked Funds	<u>23143.91</u>	Less Earmarked Funds	<u>23143.91</u>
AVAILABLE FUNDS	25257.26	AVAILABLE FUNDS	25257.26

Earmarked Funds

	Balance 27.11.15	+/- Dec	Balance 10.12.15
Election/Standards Committee	5000.00		5000.00
Contingencies	10240.74		10240.74
Maintenance on War Memorial	220.52		220.52
Play Area/CEE	3049.49	-51.84	2997.65
Village Trees	810.00		810.00
General Reserves	3875.00		3875.00
	23195.75	-51.84	23143.91

Accounts to be Paid

PAYEE	CHQ NO	NET £	VAT £	GROSS £	DETAILS
Mrs J Batt	951	530.53 4.23 13.84		548.60	Salary Expenses General Admin
Mr R Harris	952	260.00		260.00	Salary
The Post Office	953	9.40		9.40	Income Tax
WMH Committee	954	10.00		10.00	Heating Tokens
Mr R Harris	9565	400.00		400.00	Installation of bench and post
Wicksteed	9576	51.84	10.37	62.21	Sundries for play area
D Grabham	9587	310.00		310.00	Grounds Maintenance

Proposed Mr Faiers**Seconded Mr Woods****Preparation of Budget and Setting of Precept for 2016-2017****Resolution: Councillors unanimously agreed to set the precept for 2016-2017 at £21800.00**

Please see budget attached.

Website

Nothing to report.

Insurance

We are in a long term agreement with Hiscox until 2018.

Risk Assessment

Mr Faiers and Mr Wood will continue to liaise regarding the repairs necessary.

The Clerk will ask The Play Inspection Co to undertake the inspection again next year.

A local firm will be approached regarding the signs.

Siting of Defibrillator

Mr West will contact the owner of Shirkoak Park and ask whether we can install the defibrillator on the Park.

Bylaws

Deferred until January meeting.

Memorial Hall Car Park

Two quotations were received for this project.

One was for £2400.00 + VAT and one for £2346.00 + VAT.

Resolution: Councillors unanimously agreed to accept the quotation for £2346.00 +VAT.

Proposed Mr Spice Seconded Mr Wood

Queen's 90th Birthday

The Windmill Trust met prior to this meeting and agreed to contribute £200 towards the cost of events in the village.

Request for Memorial Seat on The Green

Nothing to report.

Sector Led Body to procure Audit for small councils – Introduction Letter and Factsheet From NALC/SLCC/Association of Drainage Authorities

Resolution: Councillors unanimously agreed to opt into this arrangement as they felt that the NALC/SLCC and Association of Drainage Authorities would be able to negotiate better with terms an auditor than we would independently.

Proposed Mr Hukins Seconded Mr Spice

Grass Cutting Tender for 2016 Growing Season

Resolution: Councillors unanimously agreed to accept the quote from Landscape Services for £54.49 per cut.

Proposed Mr Spice Seconded Mr Faiers

10.9. CORRESPONDENCE

HSBC Changes to Business Banking Terms and Conditions and Price List

The organisers of the Boxing Day Challenge – Councillors agreed to their request to use The Green, provided no cars are parked on The Green and those present take their litter home with them.

EMAIL CORRESPONDENCE

Councillors did not bring any emails to the attention of the meeting.

11. 10. HIGHWAY ISSUES

Councillors did not bring any new issues to the attention of the meeting.

12. ~~11.~~ **FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS**

There being no further business the meeting closed at 8.45 pm.

Signed...



..... Dated

29/1/16

WOODCHURCH PARISH COUNCIL

PLANNING APPLICATION RECORD

2015

DECEMBER 2015

- 15/01508/AS ACKNOWLEDGMENT OF PRIOR APPROVAL NOTIFICATION OF CHANGE OF USE: FROM AGRICULTURAL TO DWELLINGS
Balcony Farm, Haycross Lane, Woodchurch, Ashford, Kent TN26 3TF
The change of use of the existing chicken house and land within the curtilage to provide 3 separate residential dwellings
Parish Council: Support
- 15/01515/AS Gower Farm Barn, Susans Hill, Woodchurch, Ashford, Kent TN26 3RE
Removal of conditions 5,6 and 7 on Planning Permission Reference 07/01172/AS (Conversion of redundant barn into holiday let accommodation) to allow conversion to single dwelling
Parish Council: Support
- 15/01517/AS Woodchurch Wine Estate, Susans Hill, Woodchurch, Ashford, Kent TN26 3RE
Erection of a new building ancillary to the use of the vineyard
Parish Council: OBJECTS on the grounds of the height and position of the building and councillors would like a traffic impact survey carried out
- 15/01539/AS Hendon Barn, Shadoxhurst Road, Woodchurch, Ashford, Kent
Erection of a new residential dwelling
Parish Council: Support

WOODCHURCH PARISH COUNCIL					
SUMMARY OF RECEIPTS AND PAYMENTS FOR YEAR ENDED 31 MARCH 2015					
BUDGET 2014/2015	ACTUAL 31.03.15	RECEIPTS	BUDGET 2015/2016	ACTUAL 2015/2016	BUDGET 2016/2017
20000.00	20000.00	Precept	20000.00	20000.00	21800.00
	24.75	Interest		18.93	20.00
1377.11	1532.35	VAT Recovered	963.67	1211.02	1216.00
1875.00	1910.48	Road Sweeping Grant 14/15			
		KCC Grant towards Defibrillator		1000.00	
		ABC Payment towards Hall and Heating for CA Meeting		12.00	
	739.09	Contribution towards Grass Cutting			427.00
	407.00	Donation towards New Bench			
23252.11	24613.67				
1910.00	1910.00	Concurrent Functions Grant - t/f to reserve	1530.00	1530.00	1150.00
1420.00	1420.00	Council Tax Support Grant - t/f to reserve	680.28	680.00	1060.00
26582.11	27943.67		23173.95	24451.95	25673.00

WOODCHURCH PARISH COUNCIL
SUMMARY OF RECEIPTS AND PAYMENTS FOR YEAR ENDED 31 MARCH 2015

BUDGET	ACTUAL	PAYMENTS	BUDGET	ACTUAL	BUDGET
2014/2015	31.03.15		2015/2016	2015/2016	2016/2017
6800.00	6150.51	Clerks Salary and Income Tax	6500.00	5334.30	6500.00
100.00	93.06	Clerks Expenses	100.00	50.76	60.00
2850.00	2958.40	Litter Picker's Salary, Tax and Employers NI	2850.00	2600.00	3200.00
250.00		Maintenance Benches 481.50)	250.00	217.91	250.00
250.00	30.00	Post 20.00)	200.00	20.00	200.00
250.00	359.73	General Admin	360.00	207.70	250.00
300.00	270.00	Audit Fees	300.00	270.00	285.00
	0.78	Interest		0.76	
		Councillor Training		20.83	30.00
		Stationery for WCIE		13.00	
100.00	20.00	Chairman's Expenses	100.00	35.66	100.00
550.00	552.72	KALC Subscription	560.00	555.04	560.00
55.00	27.83	SLCC Subscription	55.00		30.00
900.00	886.01	Insurance	900.00	938.68	950.00
150.00	48.00	Website	100.00	48.00	50.00
	32.00	Hire of Hall 2014 and Heating Tokens			
230.00	223.00	Hire of Hall 2015 and Heating Tokens	230.00	77.00	
		Hire of Hall 2016 and Heating Tokens		210.00	
		Hire of Hall 2017 and Heating Tokens			230.00
125.00		Equipment for Street Cleansing	100.00		50.00
3300.00	3481.12	Green Maintenance	3300.00	3170.65	4000.00
	790.00	Tree on Green			
	210.00	Spraying Plantain	200.00		200.00
220.00	237.50	Grass Cutting - War Memorial	220.00		250.00
		Refurbishment of War Memorial		550.00	
60.00	59.95	Play Area Inspection	60.00	59.95	60.00
260.00		Play Area Replacement Equipment	260.00		260.00
500.00		Replacement of Safety Surface	500.00		500.00
	109.86	Refurbishment of Play Area		51.84	100.00
200.00	49.50	Repairs to Swings	100.00		100.00
		Repairs to Skier		825.00	
250.00		Repairs to Paths	250.00		250.00
1350.00	3219.00	Purchase/Installation of New Bus Shelter			
200.00	974.00	Repairs/Replacement of Noticeboard			100.00
	60.00	Purchase of New Filing Cabinet			
20.00	17.00	Wreath for Remembrance Day	20.00		20.00
200.00		Refurbishment of Bus Shelter	200.00		200.00
	447.00	Purchase/installation of New Bench		236.30	
150.00		Bin Liners and New Bins	150.00		150.00
	214.73	Wheelie Bin			
500.00		Maintenance of Trees	500.00		500.00
75.00		Purchase of 2 New Flags	75.00	125.69	75.00
		Purchase of Defibrillators and associated signs		2680.00	
		Contingencies	1200.00		1000.00
		Resurfacing Memorial Hall Car Park		2346.00	
	1211.02	VAT on Expenses		1733.43	
3000.00	3000.00	Grant towards WCIE - Financial year 14/15			
	3000.00	Grant towards WCIE - Paid in advance 14/15 - Budgeted 15/16	3000.00		
		Extra payment towards WCIE		1000.00	
		Transfer of Funds to WCIE to September 2016		2500.00	
		Transrer of Funds to WCIE			3500.00
23195.00	28732.72		22640.00	25878.50	24010.00