

# WOODCHURCH PARISH COUNCIL

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## MINUTES 118

### Minutes of the meeting held in the Memorial Hall Annexe, Woodchurch on Friday 26 February 2016 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:** Mrs A Hicks

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There were Member 5 Members of the Public present for part of the meeting.

**1. APOLOGIES FOR ABSENCE**

An Apology for Absence was received from Borough Councillor, Mr G Bradford.

**2. DECLARATIONS OF INTEREST**

**Declarations of Pecuniary Interest**

There were no Declarations of Pecuniary Interest.

**Declarations of Significant Interest**

There were no Declaration 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.**

**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 29 January 2016 were accepted and it was unanimously agreed that Mr West should sign them as a true record of the meeting.

**Proposed: Mr Wood**

**Seconded: Mr Woods**



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

The meeting was opened to Members of the Public present from 7.05 – 7.08 for questions and comment.

5. **PLANNING**

Please see attached list.

The Clerk was asked to report one mobile home at Redbrook Street Crossroads and an extra mobile home at Cob Tree Meadow to the Planning Department.

**Drainage Issues at Woodchurch House**

The Planning Officer at Ashford Borough Council is concerned about the sewerage arrangements as well as the new building for a number of extra residents. ABC is in a dialogue with Southern Water to try and understand what is actually happening. The Project Office is also concerned as to how it is currently being dealt with, and also how any new development would address these concerns. The Clerk will ask for an update from The Planning Officer and ask how this is affecting the current application.

6. **VILLAGE MATTERS**

Nothing to report.

7. **MATTERS ARISING**

The Clerk will write to the School Council and thank them for their suggestions for the use of the new area of The Green.

A member of the Council has been invited to go and explain the work of the Parish Council to the children at the school. Mr Wood offered to go. The Clerk will email and ask for a date.

Mr Wood has not been able to walk the footpath as yet.

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

**Bank Reconciliation**

<b>Account Balance</b>		<b>Balance at Bank</b>	
Opening Balance	45790.17	Money Manager Account	48121.88
Plus Receipts	<u>24451.95</u>	Less uncleared cheques	<u>4165.76</u>
	<b>70242.12</b>		<b>43956.12</b>
Less Payments	<u>26236.00</u>	Plus Community Account	<u>50.00</u>
	<b>44006.12</b>		<b>44006.12</b>
Less Earmarked Funds	<u>22906.41</u>	Less Earmarked Funds	<u>22906.41</u>
<b>AVAILABLE FUNDS</b>	<b>21099.71</b>	<b>AVAILABLE FUNDS</b>	<b>21099.71</b>

As we are unable to meet until 1 April 2016, councillors unanimously agreed that the Clerk should draw any cheques due and 2 councillors will sign them during the March to ensure that they show in the 2015-2016 accounts.

**Earmarked Funds**

	<b>Balance 10.12.15</b>	<b>+/- Feb</b>	<b>Balance 26.02.16</b>
Election/Standards Committee	5000.00		5000.00
Contingencies	10240.74		10240.74
Maintenance on War Memorial Grass Cutting	220.52	-237.50	-16.98
Play Area/CEE	2997.65		2997.65
Village Trees	810.00		810.00
General Reserves	3875.00		3875.00
	<b>23143.91</b>	<b>-237.50</b>	<b>22906.41</b>

**Accounts to be Paid**

<b>PAYEE</b>	<b>CHQ NO</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS £</b>	<b>DETAILS</b>
Mrs Batt	963	530.53 8.46 14.08		553.07	Salary Expenses General Admin
Mr R Harris	964	260.00		260.00	Salary
Weed Management	965	638.00	127.60	765.60	Spraying The Green
Wicksteed Playgrounds	966	51.84	10.37	62.21	Consumables for Play Area
D Pope Ltd	967	140.00	28.00	168.00	Connecting Defibrillators
Madplay Frames	968	375.00		375.00	Repairs to Motorbike Springer
Mrs J Batt	969	27.83		27.83	SLCC Subscription
Mr J West	970	27.50		27.50	Chairman's Expenses
Woodchurch M Hall	971	22.00		22.00	Rent and Heating

**Proposed: Mr Spice****Seconded: Mr Faiers****Website**

Nothing to report.

**Insurance**

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

**Risk Assessment**

Mr Faiers and Mr Jones will carry out a Risk Assessment in time for the audit.

Work is needed around the Community Exercise Equipment as the ground has sunk.

The motorbike springer has been repaired but there are still some issues that need rectifying.  
The Engineer is returning to site to deal with them.

**Resolution:** Councillors unanimously agreed to order a replacement sign for the  
Community Exercise Equipment at a cost of £175.00 + VAT.

**Proposed: Mr Faiers****Seconded: Mr West**



**Siting of Defibrillator**

The defibrillator will be installed on Shirkoak Park during the next couple of weeks.

A training session was held on 24 February attended by 7 people.

**Stoney Lane**

The Clerk will write to PROW and ask them to arrange to visit Stoney Lane, which is now almost impassable due to the mud, with a view to resurfacing it and to Shepherd Neame and ask them to clear the hedge along the footpath between the Six Bells and The Bonny Cravat.

**Parish Council Representation on the School Board of Governors**

Mr Jones will take over from Mr Hukins as the Parish Council representative on the Board of Governors.

**9. CORRESPONDENCE**

Cllr Mike Hill re Sale of Park Wood

Showtime Amusements

Tower Mint Ltd re Commemorative Medal for Schools and Councils

ABC Notes from the Parish Forum held on 27.01.16

**EMAIL CORRESPONDENCE**

Cllr Mike Angell re Sale of Park Wood

NALC re External Audit

**10. HIGHWAY ISSUES**

The Clerk was asked to report the following: -

The road closure signs that have been left on Shirkoak Crossroads and Brissenden Crossroads

The Coldblow sign which is missing

The potholes outside Beacon House

The water that is draining into the water course from the water leak on the corner of Front Road and The Green to the Environment Agency.

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

Mr Wood will attend the South East Neighbourhood Planning Road Show

Mrs Davies, Mrs Penn, Mr Hukins and Mr Wood will attend the Dark Skies Event on 2 March.

There being no further business the meeting closed at pm.

Signed.....

..... Dated 1/4/16 .....

# WOODCHURCH PARISH COUNCIL PLANNING APPLICATION RECORD

## 2016

### FEBRUARY 2016

- 16/00002/OLE Overhead lines north of junction of Redbrook Street and Bethersden Road, Woodchurch, Kent  
Refurbishment of LV overhead lines. Poles and stays to be replaced as required  
**Parish Council: Support**
- 16/00168/AS 11 Lower Road, Woodchurch, Ashford, Kent TN26 3SQ  
Erection of replacement garaging  
**Parish Council: Deferred to future meeting**
- 16/00226/AS Unit 1, Hendon Barn, Shadoxhurst Road, Woodchurch, Ashford, Kent, TN26 3QP  
Change of use of part of existing building from (B8) haulage/transport use to (D2) use as a boxing club for a temporary period of 5 years  
**Parish Council: Support**
- 16/00235/AS Great Engeham Manor, Bethersden Road, Woodchurch, Ashford, Kent, TN26 3PU  
Installation of detached annex & access ramp  
**Parish Council: Support**
- 16/00237/AS Redbrook House, Redbrook Street, Woodchurch, Ashford, Kent, TN26 3QR  
Proposed single storey extension to rear of dwelling and relocation of first floor window on west elevation; change of use, conversion of and extension to existing outbuilding (former garage/workshop) to form wheelchair friendly holiday let  
**Parish Council: Support 8:1 abstention**

**The following did not arrive in time to be published on the agenda, but councillors did not believe they were controversial so agreed to discuss them at this point.**

- 16/00253/AS Garth End, Redbrook Street, Woodchurch, Ashford, Kent TN26 3QS  
Prior approval for change of use from agricultural barn to two dwellings  
**Parish Council: OBJECT 5:3 abstentions:1 in favour on the grounds that it is inappropriate development**
- 16/00254/AS 3 Appledore Road, Woodchurch, Ashford, Kent TN26 3TG  
New roof to existing porch, replacement front elevation, cladding and bow window to front elevation  
**Parish Council: Support 8:1 abstention**

**Decision Notices received from ABC**

- 15/00962/AS 39 The Green, Woodchurch, Ashford, Kent, TN26 3PF  
Demolition of rear single storey extension. Construction of new rear single storey extension with some internal alterations and insertion of new door to west elevation to serve new lobby and new window to serve kitchen  
**Borough Council: Approve Details (Reserved Matters)**
- 15/01002/AS 82 Lower Road, Woodchurch, Ashford, Kent TN26 3SG  
Erection of a two storey side extension  
**Borough Council: Permit**
- 15/01057/AS Jarvis Farm, Redbrook Street, Woodchurch, Ashford, Kent TN26 3QT  
Erection of single storey extension to rear  
**Borough Council: Permit**
- 15/01129/AS Robin Cottage, Redbrook Street, Woodchurch, Ashford, Kent TN26 3QS  
Proposed side/rear extension  
**Borough Council: Permit**  
**Amended Plans Approved**
- 15/01241/AS Hendon Barn, Shadoxhurst Road, Woodchurch, Kent  
Section 73 application for the variation of condition 1 of planning permission  
07/00199/AS – Use of land for the stationing of a mobile home for use as a staff room and occasionally overnight accommodation by staff for security purposes, up to a maximum of 3 nights a week  
**Borough Council: Permit**
- 15/01246/AS Great Robhurst Farm, Swain Road, Woodchurch, Ashford, Kent TN26 3TB  
Change of use of agricultural land to residential usage for holiday let (retrospective)  
**Borough Council: Permit**
- 15/01247/AS Great Robhurst Farm, Swain Road, Woodchurch, Ashford, Kent TN26 3TB  
Erection of 1.8m high fence to front of property (retrospective)  
**Borough Council: Permit**
- 15/01279/AS 9 Brattle, Woodchurch, Ashford, Kent TN26 3SW  
Erection of two storey rear extension with loft conversion and rear facing recessed balcony  
**Borough Council: Permit**
- 15/01291/AS Hendon Barn, Shadoxhurst Road, Woodchurch, Kent  
Replacement of the existing entrance gates with erection of 2m high sliding security gate and a 2m high palisade fence on the northern boundary of the site  
**Borough Council: Permit**



- 15/01355/AS 29 The Green, Woodchurch, Ashford, Kent TN26 3PF  
Proposed single storey extension to annexe.
- 15/01356/AS 29 The Green, Woodchurch, Ashford, Kent TN26 3PF  
Listed Proposed single storey extension and alterations to existing rear shower room on  
Building annexe  
**Borough Council: 1355 – Permit**  
**1356 – Grant Consent**
- 15/01375/AS Sunny Mead Farm, Bethersden Road, Woodchurch, Ashford, Kent TN26 3QW  
Enlarged dormer window and enlarged ground floor opening to side elevation  
**Borough Council: Permit**
- 15/01420/AS 3 Lower Road, Woodchurch, Ashford, Kent TN26 3SQ  
Erection of two storey rear extension, loft conversion and double garage  
**Borough Council: Permit – Mins Feb 16**
- 15/01428/AS 8 Hylands Cottages, Back Lane, Woodchurch, Ashford, Kent TN26 3QQ  
Part single storey/part two storey rear extension  
**Borough Council: Permit**
- 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  
**Borough Council: Permit**
- 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  
**Borough Council: Permit**
- 15/01616/AS Counter Farmhouse, Brook Street, Woodchurch, Ashford, Kent TN26 3SP  
Proposed part removal of chimney on North face down to damp proof tray level,  
Clean off bricks and re-build to a reduced height. Line chimney to accommodate a  
wood burning stove in ground floor fire place.  
**Borough Council: Grant Consent**
- 15/01651/AS Garros, Redbrook Street, Woodchurch, Ashford, Kent TN26 3QS  
Provision of a manège measuring 40 metres x 20 metres with associated fencing  
**Borough Council: Permit**
- 15/01685/AS 35 Front Road, Woodchurch, Ashford, Kent TN26 3QB  
Erection of a single storey rear extension  
**Borough Council: Permit**