

# WOODCHURCH PARISH COUNCIL

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## MINUTES 121

### Minutes of the meeting held in the Memorial Hall Annexe, Woodchurch on Friday 29 April 2016 at 7.00 pm

**PRESENT:** Mr J West (Chair), Mrs D Penn, Mr A Faiers,  
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 3 Members of the Public present.

**1. APOLOGIES FOR ABSENCE**

An Apology for Absence was received from Mr A Hukins (work commitment) and Mr N Jones (prior engagement). Councillors unanimously approved their absence.

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

**Proposed:** Mr Faiers

**Seconded:** Mr Woods

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

The Members of the Public present did not have questions or comments.

5. **PLANNING**

Please see attached.

**Drainage Issues at Woodchurch House**

Mr Faiers will contact Developer Services and ask for an update on this.

6. **VILLAGE MATTERS**

**Parking on the Memorial Hall Car Park**

Councillors agreed to order 2 notices as follows: -

**This Car Park is for the users of the  
Memorial Hall and Village Green only  
Other cars are liable to be removed  
without notice**

and

**No Parking on the access road**

Mr Faiers will liaise with Medash Signs regarding this. Councillors agreed that the Council only needed to obtain one quote.

**Extension of The Village Green**

We can only sow half of the new area of The Green as a wildflower meadow as the other half is already sown with Rye Grass. The cost of the seed will be £280.00. Councillors agreed to draw a cheque for this amount.

Mr West will speak to the Headmistress of the Primary School and ask whether the children would like to scatter the seed.

The Clerk will contact Mr Angell and ask whether he would allow us to use the rest of the grant we have applied for for the seed on contributing towards the resurfacing of Stoney Lane.

7. **MATTERS ARISING**

The new seat will be placed on the plinth by The Pavilion.

Arrangements for the Queen's Birthday Celebrations are progressing.

8. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS

**Bank Reconciliation**

Account Balance		Balance at Bank	
Opening Balance	45790.17	Money Manager Account	42650.84
		Plus uncleared cheques	800.00
			<b>43450.84</b>
Plus Receipts	25770.67	Less uncleared cheques	1196.73
	<b>71560.84</b>		<b>42254.11</b>
Less Payments	29256.73	Plus Community Account	50.00
	<b>42304.11</b>		<b>42304.11</b>
Less Earmarked Funds	27211.41	Less Earmarked Funds	27211.41
<b>AVAILABLE FUNDS</b>	<b>15092.70</b>	<b>AVAILABLE FUNDS</b>	<b>15092.70</b>

**Earmarked Funds**

	Balance 26.02.16	+ April	Balance 29.04.16
Election/Standards Committee	5000.00		5000.00
Contingencies Budget 2016/2017	10240.74	1000.00	11240.74
Maintenance on War Memorial Grass Cutting Budget 2016/2017	-16.98	250.00	233.02
Play Area/CEE Budget 2016/2017	2997.65	1020.00	
Sign for CEE Area		-175.00	3842.65
Village Trees	810.00		810.00
General Reserves Budget 2016/2017	3875.00	2210.00	<del>6085.00</del> 6805.00
	<b>22906.41</b>	<b>4305.00</b>	<b>27211.41</b>

**Accounts to be Paid**

PAYEE	CHQ NO	NET £	VAT £	GROSS £	DETAILS
Medash Signs	978	175.00	35.00	210.00	CEE Safety Sign
Mrs J Batt	979	533.73 8.46 18.44		560.63	Salary Expenses General Admin
Mr R Harris	980	260.00		260.00	Salary
Mr K Funnell	981	75.00		75.00	Internal Audit
Dewar Green	982	65.00	13.00	78.00	Website Domain Name Renewal
Came & Co	983	979.37		979.37	Renewal Premium
D Grabham	984	210.00		210.00	Maintenance of Green
Mr J West	985	5.50		5.50	Postage
Hurrells	986	280.00		280.00	Wildflower Seeds

Proposed: Mr Faiers

Seconded: Mr Woods



**Litter Picker's Salary**

This was not on the agenda but councillors agreed to discuss the matter, following a request from Mr Harris.

**Resolution:** Councillors unanimously agreed to increase Mr Harris' wages to £8 per hour from 1 May 2016.

**Proposed Mr Wood**

**Seconded Mrs Penn**

**Website**

Dewar Green has renewed the Domain Name.

**Insurance**

Councillors approved the renewal of the insurance for 2016/2017.

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

**Newsletter**

Mrs Penn will send the newsletter to Miss Dewar for the website.

**Risk Assessment**

The Clerk was asked to obtain a quote from Wicksteed Leisure and Madplay frames for the repairs needed along the side of the crash mats under the swings.

Mr Faiers will chase Park Leisure regarding the basketball hoop backboard. Councillors will also discuss painting the concrete at a future meeting.

The following amendments will be made to the fixed asset register: -

Stench Pipe – remove

Litter bin at Brattle – plastic not metal

Tourist Information Sign at Brissenden – remove

Councillors approved the Memorial Hall Committees request to place a skip on the car park as long as it does not damage the surface.

**Siting of Defibrillator**

The defibrillator at Shirkoak Park will be installed in May.

**Stoney Lane**

KCC has asked whether the Parish Council would be able to contribute towards the repairs needed to the lane. This will be discussed again next month.

9. **CORRESPONDENCE**

Came & Co Spring Matters

**EMAIL CORRESPONDENCE**

Mrs Ford  
Mrs Weller  
Mrs Millen  
KCC PROW

**10. HIGHWAY ISSUES**

Nothing to report.

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

Mr Wood asked councillors to read the KALC minutes as they often obtain items of relevance to Woodchurch.

Mr West reported that a new football team is being formed in the village

There being no further business the meeting closed at 8.00 pm.

Signed.



..... Dated 20/5/16 .....

# WOODCHURCH PARISH COUNCIL

## PLANNING APPLICATION RECORD

### 2016

#### APRIL 2016

16/00372/AS 27 Shirkoak Park, Woodchurch, Ashford, Kent TN26 3RP

Single storey rear extension

**Parish Council: Support**

16/00428/AS Maywood Stud, Boldshaves Lane, Woodchurch, Ashford, Kent TN26 3QZ

Prior approval of proposed change of use of agricultural building to dwelling house

**Parish Council: Support**

16/00480/AS Counter Farmhouse, Brook Street, Woodchurch, Ashford, Kent TN26 3SP

16/00061/AS 1. Replacement porch to north elevation

2. Listed building for same and replacement of ground floor single glazed timber casement windows with double glazed timber casement windows

**Parish Council: Support**

16/00531/AS Coldblow Cottage, Coldblow, Woodchurch, Ashford, Kent TN26 3PH

Erection of a single storey extension to west elevation

**Parish Council: Support**

#### **Decision Notices received from ABC**

15/01635/AS New Barn Farm Bethersden Road, Woodchurch, Ashford, Kent TN26 3PU

Change of use from 3 stables to 10 boarding cattery units

**Borough Council: Permit**

16/00168/AS 11 Lower Road, Woodchurch, Ashford, Kent TN26 3SQ

Erection of replacement garaging

**Borough Council: Permit**

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

**Borough Council: Raise no Objection**

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

**Borough Council: Permit**

- 16/00235/AS Great Engeham Manor, Bethersden Road, Woodchurch, Ashford, Kent, TN26 3PU  
Installation of detached annex & access ramp  
**Borough Council: Would be lawful**
- 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  
**Borough Council: Permit**
- 16/00253/AS Garth End, Redbrook Street, Woodchurch, Ashford, Kent TN26 3QS  
Prior approval for change of use from agricultural barn to two dwellings  
**Borough Council: Refused**
- 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  
**Borough Council: Permit**