



WOODCHURCH PARISH COUNCIL

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MINUTES 128

Minutes of the meeting held in the Memorial Hall Annexe, Woodchurch, on Friday 28 October 2016 at 6.30 pm

PRESENT: Mr N Jones (Chair), Mrs G Davies Mr A Faiers, Mr A Hukins,
Mr P Spice 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. **RESOLUTION TO CLOSE MEETING TO MEMBERS OF THE PUBLIC AND
PRESS TO ENABLE COUNCILLORS TO DISCUSS ITEMS OF LEGAL AND
PERSONAL NATURE**

Resolution: Pursuant to section 1 (2) of the public bodies (Admission to Meetings Act 1960), it is resolved that members of the public be excluded from the next agenda item as it concerns matters of a personal and legal nature

Proposed Mr Jones Seconded Mrs Davies

2. **APOLOGIES FOR ABSENCE**

An Apology for Absence was received from Mr J West (personal commitment), Mrs D Penn (personal reasons), Mr P Wood (personal commitment), Borough Councillors Mrs A Hicks and Mr G Bradford.

3. **DECLARATIONS OF INTEREST**

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

There were no Declarations 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.

4. ACCEPTANCE OF MINUTES

The Minutes of the meeting held on 23 September 2016 were accepted and it was unanimously agreed that Mr Jones should sign them as a true record of the meeting.

Proposed: Mr Faiers Seconded: Mr Hukins

5. MEETING ADJOURNED FOR PUBLIC PARTICIPATION AND RECOVERED

The meeting was opened to the Members of the Public present for questions and comments from 7.01 – 7.02.

6. PLANNING

Please see attached.

Following concerns voiced in the village that the Tennis Club had cut down the trees on the boundary of the courts and Drayson House, Mr Jones confirmed that the club had applied for and been given permission from ABC.

7. VILLAGE MATTERS**Extension of Village Green**

Defer to next meeting.

The Five-year Plan for the Extension of The Village Green will be added to the next agenda.

Stoney Lane

Mr Faiers reported that the materials to resurface Stoney Lane would cost between £200 and £250.00. The labour would be provided by volunteers.

Resolution: Councillors unanimously agreed not to proceed with resurfacing Stoney Lane.

8. MATTERS ARISING

There were no Matters Arising that were no covered on the agenda.

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

Account Balance		Balance at Bank	
Opening Balance	42304.11	Money Manager Account	59123.71
		Plus uncleared receipts	000.00
			59123.71
Plus Receipts	26331.38	Less uncleared cheques	7512.53
	68635.49		51611.18
Less Payments	16974.31	Plus Community Account	50.00
	51661.18		51661.18
Less Earmarked Funds	26673.07	Less Earmarked Funds	26673.07
AVAILABLE FUNDS	24988.11	AVAILABLE FUNDS	24988.11

**Accounts to be Paid**

PAYEE	CHQ NO	NET £	VAT £	GROSS £	DETAILS
Mrs J Batt		539.07			Salary
		8.46			Expenses
	1018	13.00		560.53	General Admin
Mr R Harris	1019	277.33		277.33	Salary
Wicksteed Leisure	1020	285.44	57.09	342.53	Swing and Chains

Proposed: Mr West Seconded: Mr Spice

Earmarked Funds

	Balance 23.09.16	+/- Oct	Balance 28.10.16
Election/Standards Committee	5000.00		5000.00
Contingencies	11240.74		11240.74
Maintenance on War Memorial	233.02		233.02
Play Area/CEE			
Replacement Swing and chains	3589.75	-285.44	
Replacement Safety Surface		-680.00	
Repairs to Skier (June 15)		-990.00	1634.31
Village Trees	810.00		810.00
General Reserves	6085.00		6085.00
	26958.51	-1955.44	25003.07

Bank Mandate

Once Mr Wood has been into HSBC the mandate will be activated.

Newsletter

Nothing to report.

Risk Assessment

Mr Faiers completed the risk assessment and will discuss his findings in the play area with Mr Wood.

Transparency – Parish Council Policies

Resolution: Having reviewed the Policy regarding Recording Meetings, the Policy for Dealing with the Press and the Complaints Committee Terms of Reference Councillors unanimously agreed that they were still appropriate for Woodchurch Parish Council.

Preparation of Budget and setting of Precept for 2017/2018 financial year

Mr Woods will prepare a budget in time for the December meeting.

Internal Audit

The Clerk reported that Mr Robbins completed the half yearly audit on 27 October and suggested that the council take photographs of its assets and keep on file. Councillors did not feel that this was necessary.

10. CORRESPONDENCE/EMAIL CORRESPONDENCE

HSBC Changes to Banking Terms and Conditions

HSBC re Closure of Tenterden Branch

KALC Notice of 69th AGM

Woodchurch PCC

The Kent Men of the Trees result of the Trees in the Village Competition 2016

Thinking Buildings

11. HIGHWAY ISSUES

There were no items to report.

12. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

The quotation for the signs for the Bye-laws and the Local Plan Omission Sites will be included on the next agenda.

Mr Jones is to attend the Ashford Heritage Strategy Workshop 2016 on behalf of the council.

There being no further business the meeting closed at 7.53 pm.

Signed...

Dated

24/11/16

WOODCHURCH PARISH COUNCIL

PLANNING APPLICATION RECORD

2016

OCTOBER 2016

16/01463/AS COU Grove Farm, Redbrook Street, Woodchurch, Ashford, Kent, TN26 3QS
Prior approval for change of use of two agricultural buildings to three dwelling houses

Parish Council: OBJECT as the council's preference in such a location is to support development that supports job creation or sustainability.

Councillors are concerned as per the comment from the Public Rights of Way Officer that footpath AT221 passes directly through the site.

16/01344/AS Land south of Orange Farm, Brook Street, Woodchurch, Kent
Retrospective change of use of the land for a temporary period of three years, and the associated siting of temporary structures, to support the rearing of pheasants and partridges, between the months of March and September. Creation of new farm access and siting of staff welfare / mess cabin

Parish Council: Support but the extent of the electric fence should be shown on the plan as it affects PROW 196.

The lane is very narrow and this needs to be addressed as the number of vehicles will increase.

16/1509/AS Balcony House, Brook Street, Woodchurch, Ashford, Kent, TN26 3SX
Conversion of existing garage into habitable space. Re-cladding external walls and replacing existing roof finish

Parish Council: Support but councillors question accuracy of this application as they believe this to be a listed building.

16/01557/AS COU Agricultural Building and Land North of Coggers Cottage, Boldshaves Oast House, Frogs Hole Lane, Woodchurch, Ashford, Kent
Prior approval for the associated operational development for 16/00853/AS for conversion of former agricultural building to a single dwelling house.

Parish Council: Support

Decision Notices received from ABC

- 16/01179/AS Oak Tree Cottage, Redbrook Street, Woodchurch, Ashford, Kent, TN26 3QR
Lawful development certificate - existing - erection of conservatory, garage and shed
for residential use
Borough Council: Existing Use is Lawful
- 16/01214/AS Ditton Farm Oast, Brook Street, Woodchurch, Ashford, Kent TN26 3SX
Extension to existing garage
Borough Council: Permit
- 16/01267/AS Maywood Farm, Boldshaves Lane, Woodchurch, Ashford, Kent TN26 3QZ
Prior approval for the change of use an existing agricultural building and land within
its curtilage to a residential dwelling and associated operational development
Borough Council: Prior approval not required