WOODCHURCH PARISH COUNCIL

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MINUTES 157

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Minutes of the Ordinary Parish Council meeting held in the Memorial Hall Annexe, Woodchurch, on Thursday, 24 January 2019 at 7.00 pm

PRESENT:

Mr J West, (Chair), Mr A Faiers, Mr N Jones, Mr A Hukins,

Mr W Nash, Mr P Spice, Mr P Wood and Mr R Woods

PARISH CLERK:

Mrs J Batt

BOROUGH COUNCILLOR: Mrs A Hicks and Mr G Bradford for part of the meeting.

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 7 members of the Public present, for part of the

meeting.

1. APOLOGIES FOR ABSENCE

An Apology for Absence was received from Mrs G Davies as she was going to be away from Woodchurch for the duration of the meeting and County Councillor Mr M Angell.

2. APPROVAL OF REASONS FOR ABSENCE

Resolution: Councillors unanimously agreed Mrs Davies' Reason for Absence.

3. <u>DECLARATIONS OF INTEREST</u>

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

Councillors Jones, Nash, West and Woods declared an interest in matters associated with the WCIE and the Post Office, as they are Directors of 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.

4. ACCEPTANCE OF MINUTES

The Minutes of the meeting held on 13 December 2018 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 Spice

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5. MEETING ADJOURNED FOR PUBLIC PARTICIPATION AND RECOVENED

The meeting was opened from 7.03 –7.30 pm during which time Councillors asked our Borough Councillors for their reasons for proposing and seconding planning application no 17/01913/AS.

Mrs Hicks circulated a letter in response to the letter from the Council for all councillors to read which answered one of the 3 queries.

The other issues concerned the type of tenure as the Council was originally told that all 10 houses would be shared equity, but the application which was finally permitted by ABC is for 6 market houses and 4 affordable. There was also a question over what is considered to be affordable as the minimum price for the houses, given by the architect is £345,000. It is unclear when it was decided that 10 homes became aspirational and who agreed the change.

Borough Councillor Hicks pointed out that the members of the Borough Planning Committee can only consider the plan put before them and that plan showed 6 market homes and 4 affordable which represents 40% of the development. She said she was annoyed that the application submitted was for 10 houses when the residents of Woodchurch only wanted 8, and she felt that the developers had taken advantage when 8 houses were agreed in the Local Plan. In the case of this application, the Planning Committee over-ruled the Local Plan. She confirmed that the first time she saw the application was when it was delivered to her to be discussed at the Planning Committee meeting.

Borough Councillor Bradford explained that although he represents Woodchurch as their Ward Member, as a member of Ashford Borough Council's Planning Committee he is representing the whole Borough and must look at the bigger picture. He felt that it was in the interest of residents to have 4 affordable houses in the village. He feels it is important that Borough Councillors act in a consistent way and do not change their attitude towards planning applications purely because the plan affects their own ward. He said the difficulty Borough Councillors have is that they are invited to speak first when the application under consideration is for a parish that they represent.

When asked why they did not ask for a decision on this application to be deferred to a future meeting Councillors Hicks and Bradford said they did not think it appropriate to defer.

A Parish Councillor commented that he felt there was something odd about the land deal. There is an outstanding charge against the family selling the land. Southern Space is not in a stable position financially with 97% debt level and 18 outstanding debts. In permitting this application ABC has allowed them to substantially increase the value of the land and he was concerned that it will be sold on to another developer who will submit a further application.

Mrs Hicks replied that who builds the houses is irrelevant. ABC looks at a piece of land purely on the grounds of whether it is suitable for development.

Mr West thanked the Ward Councillors for attending the meeting.

Councillor Bradford commented that he was pleased to see members of the Council at the Rolvenden Rocket 6-month review meeting on Monday.

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Mr Bradford reported that he is not standing for this Ward in May. He has decided to stand for a ward in Ashford where he feels his skills will be better utilised. He has enjoyed being the Borough Councillor for Woodchurch and has learnt a lot, but he wants to represent a parish where he feels he can make more of an impact.

Mr Bradford and all at the meeting congratulated Mr West on being awarded the British Empire Medal in recognition of his work in Woodchurch.

6. PLANNING

Please see attached list.

Discussion regarding any other planning issues within the Parish

No issues were put forward.

VILLAGE MATTERS

Extension of Village Green – Transfer of Land

Our solicitor contacted us and asked whether the Council would agree to the following wording for the Restrictive Covenant.

In accordance with the Section 106 Agreement between (1) Timothy David Bourne and (2) Woodchurch Parish Council and (3) Ashford Borough Council, and planning permission reference 14/00849/AS the land is transferred for use by the Transferee as a village green only, and no buildings shall be erected on the land at any time save and except from a small shelter that may be erected by the Transferee subject to the Transferor giving written consent to the proposed shelter and its location.

Resolution: Councillors unanimously agreed with the above wording.

Proposed Mr Faiers

Seconded Mr Hukins

Registration of Village Green

Adjoining Owners have been sent a B16-1 Notice of a proposed registration.

A resident spoke to Councillors and pointed out that the land outside the houses that front The Green belongs to the Parish Council. It was on the original paperwork but the Land Registry has not included it as part of The Green shown as belonging to the Parish Council. We assume that this is because they are aware that the owners of the properties maintain the area immediately outside of their property. Our Solicitor told Mr Jones that we will have to revisit this at some point, however, we have now found the application, completed in 1968 when the Parish Council applied to register the land as Village Green and hopefully this will be the necessary evidence required by the Land Registry for them to register the whole area of The Green in the name of Woodchurch Parish Council.

Churchyard

A notice from Woodchurch Yard Together (WYT) has been put into the February Newsletter and the Parish Magazine asking for volunteers to help with work in the Churchyard and/or donations of equipment and a shed.

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The 1st Volunteers Gardening Weekend is scheduled for Saturday 16 and Sunday 17 March from 10.00 am - 3.00 pm and the tasks to be undertaken will be decided on during a walk around the churchyard on 2 February. Staff from The Bonny Cravat and the Primary School will be working with the group along with members of Woodchurch in Bloom and the Volunteer Weekends will continue to be held on the third weekend of the month.

There is a lot of support within Woodchurch with others keen to join.

Mrs Jones is waiting to hear back from the Churchwarden regarding the money donated by the Parish Council last year.

The Woodchurch Yard Together logo was designed by a young resident of the village.

The Community Payback Team is not working in the Churchyard at the moment but the WYT Group will steer them once they return to Woodchurch.

Fencing of Play Area

Following a complaint from a resident about dog mess in the play area, Mr West obtained a quotation to fence and install 2 swing gates into the area.

As this is a Health and Safety issue Mr West asked Councillors to vote on whether they should proceed with fencing the area.

Mr Wood asked Councillors to ensure that the fencing and gates meet safety standards.

The total quoted for the maximum cost of the fencing and gates was £2200.00.

Resolution: Councillors unanimously agreed to accept the quotation to replace the fence and install 2 swing gates around the play area at a maximum cost of £2200.

Proposed Mr West

Seconded Mr Spice

Website moved from item 9

Mr Jones spoke to Mr Nash and asked whether he would take responsibility for the website and look at the possibility of merging the WCIE and Parish Council sites into a Community Website.

Mr Nash has talked with Dewar Green who provides the facility for both websites and Mr Green is happy to continue to provide the website and will give assistance with the structure of the new site but is unable to help with design resources.

Information Boards

Councillors were shown the design of the proposed information boards which can be interchanged at any time and the proposed metal posts can be painted any colour. Green was the preferred colour. It was agreed that the Woodchurch Logo could be included on the drawings.

The Woodchurch in Bloom Group was asked to obtain quotations for wooden rather than metal posts.

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Village Clock

The Parochial Church Council has asked the Parish Council to take on responsibility for the Village Clock. The PCC has £1000.00 which it will give to the Council to earmark for repairs.

Following discussion Councillors unanimously agreed to take on responsibility for the Village Clock and earmark the contribution of £1000 from the Church for repairs.

Proposed Mr Wood

Seconded Mr Nash

Community Calendar

Mr Nash handed an information sheet to all councillors.

The aim of the calendar is to bring all Woodchurch Clubs and Societies together and allow them to consolidate their event planning as well as allowing services in Woodchurch to make their presence known.

A multi-tier calendar is being considered which will enable each club and society to maintain their own individual calendar within the full calendar if they want to. If they do not wish to maintain their own page the Information Centre can manage it for them, provided the Directors deem it appropriate for the calendar to be managed from the Centre.

An event entered onto the calendar can automatically be uploaded and publicised in other areas via a tick box. The multiplatform calendar will feed the part of the calendar you are interested in onto your tablet phone etc.

Funding is in place for the first year and fund raising for future years will be discussed. The annual cost is currently \$240.

Mr Nash offered to explain the concept of the calendar to anyone who would like him to.

Resolution: Councillors unanimously gave Mr Nash approval to start loading the calendar with live data next week.

Proposed Mr Faiers

Seconded Mr Hukins

What's on in Woodchurch Notice Boards

Mr Nash suggested extra notice boards should be put up around Woodchurch to help increase communication with people who do not use technology.

The design of the boards would be the same as the information boards to ensure consistency.

It was agreed to investigate electronic notice boards.

MATTERS ARISING

Mr West contacted ABC regarding the litter bins and told them not to remove any before speaking to the Parish Council.

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9. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS

Bank Reconciliation as at last Bank Statement

A		- Cuttoment	
Account Balance		Balance at Bank	
Opening Balance	47178.25	Money Manager Account	53517.83
		Plus uncleared receipts	0.00
DI T			53517.83
Plus Receipts	<u>32169.20</u>	Less uncleared cheques	73.60
	79347.45		53444.23
Less Payments	<u>25853.22</u>	Plus Community Account	50.00
	53494.23		53494.23
Less Earmarked Funds		Less Earmarked Funds	25742.31
AVAILABLE FUND	S 27751.92	AVAILABLE FUNDS	27751.92

Accounts to be Paid

PAYEE	CHQ	NET	VAT	GROSS	DETAILS
	NO	£	£	£	*
Parish Clerk	1188	581.91		581.91	Salary and Expenses
Litter Picker	1189	274.06		274.06	Salary
W Mem Hall	1190	18.00		18.00	Rent C T Meeting
Mr J West	1191	60.00	12.00	72.00	Cuprinol for Benches
Peter Shaw	1192	270.00		270.00	Cutting War Memorial Grass
Julian Oliver	1193	500.00		500.00	Woodchurch in Bloom

Proposed Mr Hukins

Seconded Mr Wood

Earmarked Funds

	Balance 22.11.18	+/- Jan	Balance 24.01.19
Election/Standards	3609.24		
Committee			3609.24
Wildflower Meadow	7795.00		3003.24
Mow and Mulch			7795.00
Contingencies	NIL		NIL
Maintenance of War	233.02		1,412
Memorial		-270.00	-36.98
Play Area/CEE	1624.31		1624.31
Maintenance of Village			1024.51
Trees	1310.00		1310.00
General Reserves	11440.74		11440.74
	26012.31	-270.00	25742.31

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Preparation and Adoption of the Budget for 2019/2020

Resolution: Councillors unanimously agreed the budget for 2019/2020. Please see attached.

Proposed Mr West

Seconded Mr Jones

Setting and Adoption of the Precept for 2019/2020

Resolution: Councillors unanimously agreed to set the Precept for 2019/2020 at £24800.00.

Proposed Mr Wood

Seconded Mr Hukins

NALC Legal Briefing L09-18 Public Sector Bodies Regulations 2018

Mr Nash is dealing with this matter.

Website, Newsletter and Transparency

Nothing to report.

Risk Assessment

Mr Faiers will complete a Risk Assessment in time for the Audit in April.

Update on KALC Meeting

The minutes are circulated to all Councillors by Mr Wood.

It was an interesting meeting which was attended by a member of Kent Police.

The Local Plan is to be tabled at the Full Council meeting of ABC in February.

Councillors were reminded of the necessity to ensure that their Parish Website is accessible to as many people as possible by 2020.

Update of Future of Post Office

Nothing to report - remove from agenda

Data Protection

Nothing to report.

Purchase of Benches

Mr Wood found alternative benches in teak to the benches proposed at last month's meeting as The Garden Centre no longer has them in stock.

As their delivery time is fairly short it was agreed not to order at the moment.

Resolution: Councillors agreed to order 2 benches at a cost of £345.00 + VAT at a future date.

Proposed Mr Woods Seconded Mr Faiers

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Renovation of Benches

The weather has not been suitable for renovating the benches. Mr West purchased 2 tins of Cuprinol which we have drawn a cheque for.

Woodchurch in Bloom

Resolution: Councillors agreed the size and design of the silver award logo. It will be situated on the pavement side of the Village Sign post. It will incorporate the marks on the Woodchurch Halfpenny and a revised quote will be produced for the Council's approval. The cost of the original logo was £148.00 + VAT.

Proposed Mr Hukins Seconded Mr Wood

The Group plans to Grow for Wildlife in 2020 and has applied for seeds from Kew Gardens for a Wildflower meadow and path.

Councillors ratified the decision taken at the last meeting to draw a cheque for $\pounds 500$ for Woodchurch in Bloom

Proposed Mr Hukins Seconded Mr Wood

Councillors agreed that they would be happy in principal for the Group to take over the management of the Wildflower Meadow on the Green Extension and would like to hear more about their proposal.

Community Transport Scheme

Mr Jones reported that he had a meeting with Angela d'Urso, Ashford Borough Council's Community Safety and Wellbeing Manager, Borough Councillor Gareth Bradford, Parish Councillor Peter Wood and 3 residents from Shirkoak Park to discuss this scheme.

The residents from Shirkoak Park were very much in favour of Woodchurch Parish Council taking part in an 18-month pilot scheme to ascertain whether Woodchurch could support one or 2 minibuses and it was decided to hold a village meeting on 25 February and invite all Woodchurch organisations in order to gauge the support of the Village as a whole.

A letter was agreed which will be delivered to all the clubs and societies in the Village. Councillors agreed to proceed with the scheme if there was enough support.

Mr Jones reported that he had attended Rolvenden Parish Council's 6-month review of the Rolvenden Rocket Scheme from which he gleaned a lot of useful information:

The scheme will involve a lot of work and this should be divided amongst a number of people rather than being left to a couple of volunteers

Each society should have their own driver who will be trained to drive the bus The scheme should have a simple pricing structure

The scheme only needs to break even for the village to be able to support the service

Those at the meeting discussed the pros and cons of the scheme and it will be discussed again at the February meeting of the Parish Council which is due to take place after the Public Meeting.

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CORRESPONDENCE/EMAIL CORRESPONDENCE 10.

Correspondence

Land Registry – B16-1 Notice to an adjoining owner of a proposed registration

The Pensions Regulator

Clerk and Councils Direct

Tennis Club - re resurfacing of court - The Club will be reminded that they promised to realign the lights

Email Correspondence - all forwarded to all Councillors

ABC re Front Road

ABC re Litter Bins

11. HIGHWAY ISSUES

No issues put forward for report.

12. ITEMS FOR INCLUSION ON NEXT AGENDA

No items were put forward for inclusion.

13. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

Mr West will contact ABC and ask for details on Section 106 payments for Woodchurch with regard to the Front Road development. The Council needs to obtain quotes for any work to be paid for from this money.

The direction signpost outside Clappers Mead needs to be replaced.

The Woodchurch in Bloom Group asked whether there is a communal brown bin. As there isn't it was suggested they speak to the Churchwarden as there is a compost heap in the churchyard which they may be able to use.

An advisory meeting regarding the Woodchurch Charities is to be held on 31 January in The Information Centre.

There being no further business the meeting closed at 9.12 pm.

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Signed.	

WOODCHURCH PARISH COUNCIL

PLANNING APPLICATION RECORD

2019

JANUARY 2019

18/01778/AS 34-36 Front Road, Woodchurch, Ashford, TN26 3QE
Changes to window openings within the southern elevation involving like for like replacement of the bay and triple casement windows, the replacement of modern

frame and insertion of new high-level window

Parish Council: Support

18/01784/AS Seven Saints, Redbrook Street, Woodchurch, Ashford, Kent, TN26 3QR Creation of new highway access serving Seven Saints to improve sight lines. Parish Council: Support

18/01829/AS 12 Mill View, Woodchurch, Ashford, TN26 3QN
Re-location of front entrance door and provision of ramp to provide improved access.

Parish Council: Support

Decision Notices received from ABC

18/01011/AS Brook Farm Barn, Brook Street, Woodchurch, Ashford, Kent, TN26 3SR Proposed change of use of existing 2 bed holiday let, 2nd bed and breakfast room with en suite into independent residential dwelling

Borough Council: Permit

18/01520/AS Woodchurch House, Brook Street, Woodchurch, Ashford, Kent, TN26 3SN Variation of condition 19 of planning permission 16/01758/AS in lieu of a BREEAM assessment to provide a sustainability assessment Borough Council: Permit

18/01542/AS Redbrook Farm, Redbrook Street, Woodchurch, Ashford, Kent, TN26 3QS Proposed replacement Garage Parish Council: Permit

18/01725/AS Land SE of adjacent and rear of Drayson House, The Green, Woodchurch, Kent Provision of new driveway access to new dwelling permitted under application 16/01604/AS **Borough Council: Permit**

18/01754/AS Redbrook House, Redbrook Street, Woodchurch, Ashford, Kent TN26 3QR Change of use, conversion of and extension to outbuildings along the western boundary of the property to create a disabled friendly holiday let (Revised holiday let details to those approved under application 16/00237/AS)

Borough Council: Permit

17/01913/AS Land between 82 – 120 Front Road, Woodchurch
Erection of 10 no, two storey dwellings together with access, parking, landscaping and ancillary works
Borough Council: Permit subject to Planning Conditions and Notes