



WOODCHURCH PARISH COUNCIL

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MINUTES 167

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**Minutes of the Ordinary Parish Council meeting held in the
Memorial Hall Annexe, Woodchurch, on Thursday 28 November 2019 at 7.00 pm**

PRESENT: Mr N Jones, (Chair), Mrs G Davies, Dr C Silcock, Mr A Baker,
Mr A Faiers, Mr A Hukins, Mr W Nash, and Mr P Wood

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLOR: Mr D Ledger

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 6 Members of the Public present.

1. APOLOGIES FOR ABSENCE

An Apology for Absence was received from Mr J West (prior commitment) and Borough Councillor, Mr Sparkes emailed to say that he would attend if he was able to but he had an earlier meeting to attend and would be late.

2. APPROVAL OF REASONS FOR ABSENCE

Councillors unanimously agreed Mr West's Reason for Absence.

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

Mr Jones was not at the meeting. Mr Nash proposed the earmarked funds. Mrs Silcock should have been recorded as Dr C Silcock not Mrs S Silcock. The Minutes of the meeting held on 24 October 2019 were accepted and it was unanimously agreed that Mr West should sign them as a true record of the meeting.

Proposed Mr Nash

Seconded Mr Faiers



5. MEETING ADJOURNED FOR PUBLIC PARTICIPATION AND RECOVERED

The meeting was opened from 7.02 – 7.15 during which time members of the public updated the meeting on their plans for the old post office building.

Councillor Ledger reported the following:

The members of the Borough Council are in the process of setting the budget. Information will be sent out shortly to enable Parish Councils to set their precepts for 2020/2021.

He is trying to help the residents of Shirkoak Park sort out a few problems with fire precautions, the road and signage.

He has also become involved with talking to residents about the Cob Tree Meadow application.

A resident of Cherry Orchard contacted him regarding a tree on Stoney Lane. County Councillor Angell has also been involved. Councillors informed Mr Ledger that the owners of the properties are responsible for the land to the middle of the lane.

The owners of a property in Front Road have had their application for a dropped kerb refused. There are mitigating circumstances and Mr Ledger is working with them to try and find a way forward. Councillors suggested he comes back to the Parish Council if he feels the members can help. The fact that the resident's car is parked on the road is probably more of a safety hazard than a dropped kerb would be.

6. PLANNING

Please see attached list.

Discussion regarding any other planning issues within the Parish

No items put forward for discussion.

7. VILLAGE MATTERS

Request for Grant towards New Heating System in All Saints Church

Defer to future meeting. Remove from future agendas until a quote has been received.

Woodchurch in Bloom

Nothing to report.

Children's Play Area

Mr Wood is still trying to find a company willing to refurbish the play area.

Christmas Fair

Dr Silcock updated the meeting on the arrangements.

The Fair is to be held on the car park. The tree should be delivered next week.

Notices will be put on the cars on the car park asking owners to move them on the day of the fair.



A question was asked as to whether the event should have been advertised as a school event rather than a village event as the profits are going to the school. Councillors agreed that if the profits are to be split with the village then people other than school volunteers should be involved in the event.

Condition of the Mission Hall

The following communication from ABC was forwarded from Borough Councillor Ledger: Thank you for submitting your report for The Mission Hall, Front Road, Woodchurch. I have conducted a site visit on 25th October and subsequently completed a harm form and my report. The outcome of this enforcement case at present, is that the building and land are not of such disrepair and untidiness that it could warrant serving a S215 Untidy Site Notice. In the future if the building and land continues to become increasingly untidy, then a further enforcement case can be opened and the situation will be re-evaluated.

At this stage the enforcement case has been closed.

Many Thanks for your patience in regard to this matter.

This item can be removed from future agendas.

Football Club

Mr Nash met with representatives of the Club and they talked about potential options for helping with funding. At the moment the Football Club pays the Parish Council in the region of £350 for grass cutting and it costs £900 to insure the Pavilion per year.

Mr Nash proposed that we charge the Football Club a flat rate of around £500 per year for using the Pavilion and the Parish Council will cover the insurance.

There is currently £3500 in the Football Club account and this will be transferred to the Parish Council and earmarked for Pavilion expenditure.

The Football Club currently runs a 150 Club and the members of the Parish Council will find out whether they have the power to run the club.

Resolution: Councillors unanimously agreed with the above proposals.

The Pavilion

The Parish Council will take responsibility for the Pavilion from 1 January 2020. The current insurance policy runs until March 2020.

The Parish Council will arrange for the Pavilion to be valued.

A number of options are being considered, to bring the Pavilion up to a standard where it can be rented out.

The Village Cleaners are prepared to clean the Pavilion.

Resolution: Councillors unanimously agreed with the above proposals.

**8. MATTERS ARISING**

There were no Matters Arising not covered on the agenda.

9. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS**Bank Reconciliation as at last Bank Statement**

Account Balance		Balance at Bank	
Opening Balance	45925.04	Money Manager Account	56070.84
		Plus uncleared receipts	0.00
			56070.84
Plus Receipts	<u>29048.69</u>	Less uncleared cheques	<u>1123.66</u>
	74973.73		54947.18
Less Payments	<u>20026.55</u>	Plus Community Account	00.00
	54947.18		54947.18
Less Earmarked Funds	<u>29887.99</u>	Less Earmarked Funds	29887.99
AVAILABLE FUNDS	25059.19	AVAILABLE FUNDS	25059.19

Accounts to be Paid

PAYEE	CHQ NO	NET £	VAT £	GROSS £	DETAILS
Parish Clerk	1251	531.92		531.92	Salary and Expenses
Litter Picker	1252	235.66		235.66	Salary
ARW Kirk	1253	50.00	10.00	60.00	Knapsack Spraying
WM Hall	1254	216.00		216.00	Rent for 2020

Proposed Mr Faiers**Seconded Mr Wood****Earmarked Funds**

	Balance 24.10.19	+/- Nov	Balance 28.11.19
Election/Standards Committee	3609.24		3609.24
Wildflower Meadow Spraying	7605.00	50.00	7555.00
Contingencies	2300.00		2300.00
Maintenance of War Memorial	563.02		563.02
Play Area/CEE	-279.01		-279.01
Maintenance of Village	1310.00		1310.00
General Reserves	14829.74		14829.74
	29937.99	-50.00	29887.99

Preparation and Adoption of Budget for 2020/2021

Dr Silcock, Mr Jones and Mr Nash will meet to discuss this in time for the January meeting.

Setting and Adoption of Precept for 2020/2021

Deferred until January meeting



Amendment to the Agenda – Banking Arrangements

This was omitted from the agenda in error

Resolution: An account has been set up with Lloyds Bank and Councillors unanimously agreed to transfer the Parish Council funds into the account.

Councillors agreed that Mrs Davies, Mr Jones and Mr Nash be authorised carry out internet banking if necessary. Internet banking will only be in place as a back-up, in the event that a bill needs to be paid urgently. Monthly accounts will continue to be paid by cheque, with 2 signatures.

Two debit cards were applied for and will be held by The Parish Clerk. Mr Jones and Mr Nash have the pin numbers.

A savings account will be set up and the reserve funds will be paid into this account.

The remaining money will be kept in the current account.

Fixed Asset Register

The Fixed Asset Register will be updated once Mr Jarvis has completed his inspection.

Website, Newsletter and Transparency

The old Parish Council website is no longer in existence.

Risk Assessment

Nothing new to report.

Update on KALC Meeting

There was a lot of concern initiated by the Chairman over the precept and accounts.

Commander Sparks the new Police Commander promised to get back to the meeting with the answer to any questions raised. It is important that crime is reported.

It has been heartening to see Police at meetings and to see that they are committed to talking to the parishes.

Data Protection

Nothing to report.

Community Transport Scheme

Three councillors met with representatives of ABC to discuss the progress of the project.

We are £400 short of our target for the 1st quarter because we took possession of the bus later than we should have, although the fact that Wye is hiring it on a weekly basis is helping.

Request to bring a van to cook authentic rustic wood fired pizza to Woodchurch

The gentleman only has availability on Tuesdays and Thursdays, so is not able to visit Woodchurch on Monday or Friday as suggested by Councillors at the last meeting.

Councillors suggested he comes to the village on Thursdays.



Setting to Work Policy

The Clerk will produce a letter for contractors asking for proof of public liability, risk assessments and method statements for any work undertaken in the village.

Upgrading Electricity in the Hub

Mr Nash is still waiting for quotes.

Installation of CCTV

Mr Nash is still waiting for quotes.

Health and Safety Policy

Defer to future meeting.

Appointment of The Play Inspection Co

Councillors unanimously agreed to appoint the Play Inspection Co to carry out the Annual Inspection.

Vacancy for Parish Clerk

We have received 14 requests for a job pack.

Mr West, Mr Nash, Mr Baker and Mr Jones will form a working group to look at the applications and interview the applicants.

Councillors agreed to pay the current clerk for a handover period in February.

10. CORRESPONDENCE/EMAIL CORRESPONDENCE

Correspondence

Clerk and Councils Direct

Email Correspondence – all forwarded to all Councillors

Mrs Holloway re planting a tree in the Village

11. HIGHWAY ISSUES

Blocked gully nearly opposite the model shop slightly towards Treasurers 467410
2 Blocked gullies outside 29 Front Road and Woodchurch Garage 467413

12. ITEMS FOR INCLUSION ON NEXT AGENDA

Internal Auditors Report
Tree Planting in the Village
Grass Cutting Tender
The Purchase of Electrical Safety Mats and Cones
Banking Arrangements
Community Asset Register
Policies

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

The Christmas Dinner will be held on 23 January, following the meeting.

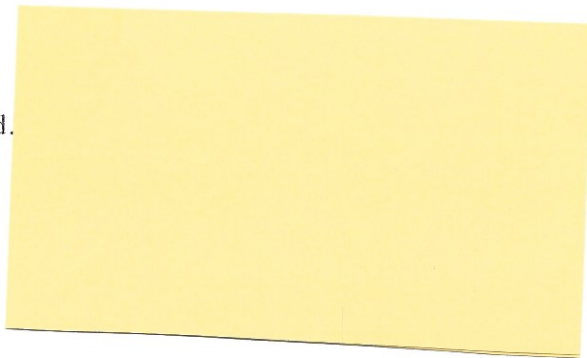
The next meeting is being held in the School Hall at 7.00 pm.

The banners have been removed from the fence.

Mr Baker visited Kestrels Gym and reported that it is a fantastic asset.

There being no further business the meeting closed at 8.39 pm.

Signed.



..... Dated

23/1/20

WOODCHURCH PARISH COUNCIL

PLANNING APPLICATION RECORD

2019

NOVEMBER 2019

19/00021/OLE/AS Bourne Farm, Brook Street, Woodchurch, Ashford, Kent, TN26 3SZ
Erection of two additional poles with stays and a new LV overhead
line to Bourne Farm.
WITHDRAWN

19/01356/AS 71 Front Road, Woodchurch, Ashford, TN26 3SA
Vehicle Crossover
Parish Council: Support

19/01492/AS Stonebridgelands, Front Road, Woodchurch, Ashford, TN26 3SL
Reserved Matters application detached single storey dwelling pursuant to outline
planning permission 18/01062/AS
Parish Council: Object
The proposed building is too large for the size of the plot and is not single storey
The access is opposite a junction and near a bus stop and the Doctors surgery.
Councillors would like to know whether Highways and the Environment Agency have
been consulted regarding access and proximity to the river/flood zone.
**Unable to upload comments as decision already made, despite being given an
extension.**
**Borough Council: Approve Matters Reserved by Condition 1,6 and 9 of Outline
Permission ref 18/01062/AS in accordance with the application and plans**

19/01514/AS Cob Tree Meadows, Brook Street, Woodchurch, Ashford, Kent, TN26 3SZ
Variation of condition 2 on planning permission 17/00132/AS (Variation of
condition 1 to remove personal reference to Ms S Bristow and Mr C Turner
and replace with gypsy/traveller family and removal of reference of temporary to
allow for permanent occupation on Planning Permission Reference 11/01048/AS (as
varied under 15/00769/AS)) to allow for permanent occupation
Parish Council: Strongly Object on the following grounds: -
Permitting this application will set a precedent
Removal of the names will allow the site to increase in size
Permitting this application will result in loss of control over the site by ABC.