

# WOODCHURCH PARISH COUNCIL

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## MINUTES 75

### **Minutes of the meeting held in the Memorial Hall Annexe, Woodchurch on Friday 28 September 2012 at 7.00 pm**

**PRESENT:** Mr J West (chair), Mrs G Davies, Miss R Dewar, Mrs J Haynes,  
Mrs D Penn, Mr A Faiers and Mr P Spice,

**PARISH CLERK:** Mrs J Batt

**BOROUGH COUNCILLOR:** Mrs A Hicks

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There were 4 Members of the Public present.

**1. APOLOGIES FOR ABSENCE**

An Apology for Absence was received from Mr R Woods and Borough Councillor Davison.

**2. DECLARATIONS OF INTEREST**

**Declarations of Pecuniary Interest**

There were no Declarations of Pecuniary Interest.

**Declarations of Significant Interest**

Mrs G Davies declared an interest in Planning Application No 12/00967, as she is related to the owner of the property.

Mr A Faiers declared an interest in Planning Application No KCC/AS/0306/2012, as a member of his family lives in the vicinity.

**i) 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.**

**3. ACCEPTANCE OF MINUTES**

The Minutes of the last meeting held on 27 July, the extraordinary meeting held on 3 August and the extraordinary meeting held on 7 September were each accepted and it was unanimously agreed that Mr West should sign them as a true record of the meeting.

Proposed Miss Dewar

Seconded Mrs Penn

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

The meeting was opened to Members of the Public present from 7.03 – 7.05 for questions and comment.

**5. PLANNING**

Please see attached list.

**6. VILLAGE MATTERS**

Mr Spice reported that the Village Hall Committee has given us permission to move the filing cabinets from the Museum to the Hall.

Concern was raised that the Church wall is leaning. Mr West will speak to the Rector.

It was agreed to include the Memorial Hall car park on the October agenda as the potholes are increasing in size.

The Clerk was asked to write to the PROW Officer regarding the fact that the footpath between Brook Street and the village is overgrown and the stile is wobbly.

The new bench has been installed in Front Road.

Mr West will contact the Headmistress of the school and ask whether the children would like to plant some crocus bulbs around the village if the Parish Council purchases them.

Mr Spice reported that the Stench Pipe actually belongs to Southern Water. The Clerk was asked to contact them and report the fact that it is split at the top.

The bus stops have been moved, but there are no timetables in place as yet.

Following a request from a resident, councillors agreed to raise the crown of the Ash Tree on The Green.

**7. MATTERS ARISING**

There were no Matters Arising that were not covered on the agenda.

**8. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS****Account Balance:-**

Opening Balance	£40849.01	Money Managers a/c	£48456.60
Plus Receipts	27261.39	Less u/c cheques	78.00
Contra DJ Cash	1597.84		48378.60
	69708.24	Plus Community a/c	50.00
Less Payments	19681.80		<u>48428.60</u>
Contra DJ Cash	1597.84		
	<u>48428.60</u>		

**Charity Account Balances**

Sir Edward Hales Charity - £7091.93

Sir Edward Hales Charity - £3.01

Woodchurch Windmill - £1145.13

Woodchurch Windmill - £3716.16

Councillors authorised a transfer of £500 between Sir Edward Hales' bank accounts.  
Councillor West and Councillor Haynes signed the letter of authorisation.

**Earmarked Funds**

	<b>Balance</b>
Election/Standards Committee	5000.00
Contingencies	
Budget 2011/2012	7040.74
Maintenance on War Memorial	1151.02
<b>TOTAL</b>	<b>13191.76</b>

**Accounts Paid during Summer Recess - See July Minutes**

<b>PAYEE</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS £</b>	<b>DETAILS</b>
D Grabham	390.00		390.00	Green Maintenance
Paid July, omitted from Mins				
Mr D Fogden	216.30		216.30	Salary
D Grabham	330.00		330.00	Green Maintenance
18 Hours	1527.00		1527.00	Diamond Jubilee
Inspire	150.00		150.00	Diamond Jubilee
Britannic Garden Furniture	430.00	86.00	516.00	Bench
<b>TOTAL</b>	<b>3043.30</b>	<b>86.00</b>	<b>3129.30</b>	

**Accounts to be Paid**

<b>PAYEE</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS £</b>	<b>DETAILS</b>
Mrs J Batt	969.36			Salary
	74.40		1043.76	Expenses
Mr D Fogden	216.10		216.10	Salary
Audit Commission	285.00	57.00	342.00	Audit Fee 2011/2012
Mr D Munday	590.00		590.00	Repair and Paint Benches and Bins
Woodchurch M Hall	15.00		15.00	Rent for Hall
PS Property Services	170.00		170.00	Maintenance of Village Green
J Munday	120.00		120.00	Installation of Bench
Smith of Derby	181.00	36.20	217.20	Clock Maintenance
<b>TOTAL</b>	<b>2620.86</b>	<b>93.20</b>	<b>2714.06</b>	

**Resolution:** Councillors unanimously agreed to pay the above accounts.

**Proposed Miss Dewar    Seconded Mr Faiers**



**Adoption of Externally Audited Accounts**

The Clerk reported that the accounts had been returned from the Audit Commission with no matters arising. A copy of the annual return was posted on the notice board in line with the regulations.

**Resolution: Councillors unanimously agreed to adopt the Externally Audited Accounts**

**Proposed: Mr Spice    Seconded: Mrs Haynes**

**Risk Assessment**

Mr Faiers reported that we require 15 liners for the square bins and 3 for the round. The seat at brattle did have a bin beside it but this has now been taken away, so needs a complete bin and liner. He said he would obtain a price to supply us new galvanised liners.

**Website**

Nothing to report.

**Bank Mandate**

This was completed by all councillors present. Mr Steer and Mr Woods to complete.

**Review of Parish Council Documents**

Deferred until next month.

**Councillor to take responsibility for Child Protection within the Parish**

Resolution: It was unanimously agreed that all councillors should take responsibility.

**Councillor to take responsibility for Equal Rights within the Parish**

Resolution: It was unanimously agreed that all councillors should take responsibility.

**Report for Parish Magazine**

Mr West submitted a report on the Diamond Jubilee Celebrations, in which he explained that we have a small amount of money left and asked for suggestions as to what it could be used for.

Mrs Penn agreed to take responsibility for submitting reports to the Parish Magazine in future.

**Play Area – Replacement of Shackles and Bushes**

The Clerk will contact Park Leisure regarding these and she will also ask them to raise the height of the swing seats to give 350mm clearance, as per the Digley Report.

Miss Dewar and Mr Faiers will undertake an inspection of the Play Area, following the report from Digley Associates and draw up a plan of action for the repairs needed.

**Newsletter**

Miss Dewar and Mr Woods are to liaise regarding the next newsletter.

**Public Toilets**

As Mr Woods was not at the meeting the Clerk read out a report from the meeting attended by Mr Woods, Mr Spice and herself with ABC.

The issue will be discussed in detail at the next meeting and a decision taken as to whether The Council wish to take over ownership and responsibility for the toilets from ABC.

Mr Spice proposed a vote of thanks to Mr Woods for his work on this. Unanimous

**Goal Posts**

The Clerk was asked to order a new set of 5-a-side goals with 2 sets of fixings so that the Goals can be moved around The Green. Mr West will advise her as to which goals to order.

**9. CORRESPONDENCE/EMAIL CORRESPONDENCE**

APEK

ABC Plan-It Ashford: Planning our Future together

ABC Urban Sites and Infrastructure Development Plan Document – Main Modifications

KALC Minutes of meeting held 18.07.12

HSBC

Mr T Bourne - Kent Holiday Cottages

KCC re Temporary Closure of Household Waste Recycling Centre

Clerk and Councils Direct

HSBC

ABC re Chilmington Green

ABC re Diamond Jubilee Awards

Mrs Dolan

KALC Agenda for 3.10.10

Audit Commission

Email from Mrs Mansfield re footpath

Email from Rev Homewood

The Clerk was asked to reply to the letter from Mr Bourne, inviting him to the next Parish Council meeting.

Mrs Mansfield's email regarding the right of way through the archway in the church wall, through Rectory Close and beyond was brought to the attention of councillors.

The Clerk was asked to reply to Rev Homewood suggesting he contacts ABC

Councillors will continue to respond to any emails they consider to be of importance individually.

**10. ITEMS TO BE REPORTED TO KHS**

Councillors did not put any items forward.

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

Mr West and Mrs Davies will meet with Ms O'Sullivan to discuss suitable sites for Local Needs Housing on 8 October. They will report back at the next meeting.

There being no further business the meeting closed at 9.25 pm.

Signed ...



..... Dated 26/10/12 .....

# WOODCHURCH PARISH COUNCIL

## PLANNING APPLICATION RECORD

2012

### FOR MEETING TO BE HELD 28 SEPTEMBER 2012

- KCC/AS/0306/2012 Glebe Farm, Duck Lane, Shadoxhurst, Kent TN26 1LT  
Development of a facility for the processing and storage of End of Life Vehicles (ELV), with construction of a concrete slab base 93sqm processing building, weighbridge, portable cabin and welfare facilities, and use of a mobile crane and crusher.  
**Parish Council: OBJECT on the following grounds:-**  
**The the site is at the end of a narrow country lane.**  
**The proposed business will generate an increase in the number of lorries travelling through Woodchurch**  
**Councillors are concerned that the run off from the industrial effluent will enter the water course.**
- 12/00830/AS 61 Lower Road, Woodchurch, Ashford, Kent Tn26 3SG  
Single storey rear extension and second storey rear extension  
**Parish Council: Support**
- 12/00873/AS 132 Front Road, Woodchurch, Ashford, Kent TN26 3SH  
Construction of an open fronted garage suitable for two vehicles  
**Borough Council: Permit – Decision taken before PC had time to comment.**
- 12/00911/AS Brickwall Bungalow, Susans Hill, Woodchurch, Ashford, Kent, TN26 3RG  
**Parish Council: OBJECTS on the grounds of over development of the site.**  
**Councillors share the concerns raised by Kent Highways**
- 12/00963/AS Court Lodge Farm, Front Road, Woodchurch, Ashford Kent TN26 3SD  
Enlargement of existing East elevation extension. Enlargement of Kitchen and alteration of ground floor plan  
**Parish Council: Support**
- 12/00964/AS Court Lodge Farm, Front Road, Woodchurch, Ashford Kent TN26 3SD  
LBC Extension of porch to East elevation to form utility; demolition of chimney and insertion of new window to North elevation; removal of existing and erection of new internal partitions and replacement of door with windows to East elevation  
**Parish Council: Support**



- 12/00967/AS Beacon Farm, Coldblow, Woodchurch, Ashford, TN26 3PL  
LBC Replacement of window and door to rear extension  
**Parish Council: Support – 6:1 Councillor Davies abstained**
- 12/00950/AS 18 Cherry Orchard, Woodchurch, Ashford, TN26 3QX  
Application for Lawful Development Certificate - Existing Use –  
Change of use to holiday lets  
**Parish Council: Support**
- 12/00974/AS Townland Farm, 80 Front Road, Woodchurch, Ashford, Kent TN26 3SA#  
Change of land use from Agricultural to Domestic Garden  
**Parish Council: Support**
- 12/00989/AS Townland Farm, 80 Front Road, Woodchurch, Ashford, TN26 3SA  
Aqua fitness equipment and wildlife pond installation (plus associated landscaping);  
erection of pergola and sauna; existing well turned to water feature  
**Parish Council: Support**
- 12/00992/AS Little Tiffenden, Redbrook Street, High Halden, Ashford, Kent TN26 3QU  
Replacement dwelling  
**Parish Council: Support**
- 12/01004/AS Finchurst, Counter Farm, Brook Street, Woodchurch, Ashford, Kent TN26 3SP  
Removal of condition 5 (agricultural occupancy condition) of WE/8/72/83A  
**Parish Council: Support**
- 12/001008/AS Townland Farm, 80 Front Road, Woodchurch, Ashford, Kent TN26 3SA  
Change of use from agricultural to domestic garden (plus associated landscaping)  
**Parish Council: Support**

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

- 12/00592/AS Townland Farm, 80 Front Road, Woodchurch, Ashford, Kent TN26 3SA  
Stripping and re-tiling of roof, including repairs to roof timbers, replacement of  
vents with in-line tile vents and replacement cast guttering.  
**Borough Council: Grant Consent**
- 12/00787/AS Woodchurch Methodist Church, Back Lane, Woodchurch,  
Ashford, Kent, TN26 3PE  
Conversion of former Methodist Church into residential unit and creation of new  
access and parking area  
**Borough Council: Permit**
- 12/00851/AS Honeysuckle Cottage, Bethersden Road, Woodchurch, Ashford, Kent, TN26 3PU  
Proposed single storey side extension to bungalow  
**Borough Council: Permit**



12/00116/TP 108 Shirkoak Park, Woodchurch, Ashford, Kent, TN26 3RR  
To fell one x hornbeam (T1); to coppice four x hornbeam (T2,T14,T18 & T21); to prune back to give 2m clearance from adj caravan and remove dead wood greater than 50mm diameter two x oak (T3 & T8); to coppice five x field maples (T4, T5, T6, T10 & T11); to fell two x hawthorn (T7 & T12); to remove dead wood greater than 50mm diameter seven x oak (T9,T13,T15,T16,T19,T20 & T22); to coppice one x oak (T17); to re-coppice stem overhanging adj caravan and remove dead wood greater than 50mm diameter from remaining stem, one x oak (T23); to coppice one holm oak (T24); to remove dead wood greater than 50mm diameter and prune lowest live branch growing over adj caravan back to main stem, one x oak (T25); and to crown reduce to leave an average branch length of 5m one x oak (T26).

**Borough Council: Refuse**

12/00128/TC Drayson House, 2 The Green, Woodchurch, Ashford, Kent, TN26 3PB  
To crown thin and reduce height to approx 70%, one x chestnut (T1); to crown thin and reduce height to approx 75%, one x oak (T2); and to crown thin and reduce height to approx 75%, eight x chestnuts (T3 - T10)

**Borough Council: Permit**

**An Appeal has been lodge in respect of the following:-**

11/01153/AS Land at Stone Bridge Lands opposite 135-141, Front Road, Woodchurch  
Erection of four detached dwellings with access and parking and provision of footpath along front road