

# WOODCHURCH PARISH COUNCIL

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## MINUTES 76

### Minutes of the meeting held in the Memorial Hall Annexe, Woodchurch on Friday 26 October 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 Mr P Spice, Mr C Steer (arrived during the Public Interval) and Mr R Woods  
Mr C Banyard, Community Warden for part of meeting

**PARISH CLERK:** Mrs J Batt

**BOROUGH COUNCILLOR:** Mrs A Hicks

**COUNTY COUNCILLOR:** Mr M Angell

**MEMBERS OF THE PUBLIC:** There were 2 Members of the Public present.

**1. APOLOGIES FOR ABSENCE**

An Apology for Absence was received from Borough Councillor Davison.

**2. DECLARATIONS OF INTEREST**

**Declarations of Pecuniary Interest**

There were no Declarations of Pecuniary Interest.

**Declarations of Significant Interest**

Miss Dewar declared a Significant Interest the website domain name registration and hosting as she is a director of Dewar Green Ltd, who maintain the website on behalf of the Parish Council.

**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 tree on The Green which is to have the crown raised is a Horse Chestnut not an Ash. The Minutes of the last meeting held were accepted and it was unanimously agreed that Mr West should sign them as a true record of the meeting.

Proposed Mr Spice

Seconded Mrs Davies

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

The meeting was opened to Members of the Public present from 7.03 – 7.35 for questions and comment.

**5. PLANNING**

Please see attached list.

The Diocese is appealing against the Public Right of way being maintained through the archway in Rectory Close.

**6. VILLAGE MATTERS**

The school children will be planting the crocus bulbs shortly.

One of the posts on The Green has been knocked over. Mr West has asked Mr Munday to repair it.

**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	£47838.49
Plus Receipts	38532.58	Plus u/c receipts	<u>11265.00</u>
Contra DJ Cash	<u>1597.84</u>		59103.49
	80979.43	Less u/c cheques	<u>6003.34</u>
Less Payments	26231.44		53100.15
Contra DJ Cash	<u>1597.84</u>	Plus Community a/c	<u>50.00</u>
	<b><u>53150.15</u></b>		<b><u>53150.15</u></b>

**Charity Account Balances**

Sir Edward Hales Charity - £6591.93

Sir Edward Hales Charity - £503.01

Woodchurch Windmill - £1145.13

Woodchurch Windmill - £3716.16

**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>

**Received this month:-**

ABC Precept and Concurrent Functions Grant

**Accounts to be Paid**

<b>PAYEE</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS £</b>	<b>DETAILS</b>
Mrs J Batt	484.68			Salary
	28.30		512.98	Expenses
Mr D Fogden	216.10		216.10	Salary
Park Leisure	306.00	61.20	367.20	Repairs to Swings
Mr J West	9.98	2.00	11.98	Bulbs
<b>TOTAL</b>	<b>1045.06</b>	<b>63.20</b>	<b>1108.26</b>	

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

**Proposed Mr Woods      Seconded Mrs Haynes**

**Internal Auditors Half Yearly Report**

The Clerk reported that Mr Funnell carried out his half yearly audit in October and was satisfied that all is in order.

**Risk Assessment****Plan of action for repairs to Play Equipment**

Miss Dewar will send a list to the Clerk. The majority of the repairs will be actioned in May next year.

**Repairs to Play Area Surface**

As above.

**Litter Bin Liners**

**Resolution:** Councillors agreed to purchase 15 liners for the square bins and 3 for the round at a cost of cost of £66.66 each.

Proposed Mrs Haynes

Seconded Mr Woods

**Replacement Litter Bin at Brattle**

The Clerk will contact Paul Jackson and ask whether ABC has any spare litter bins they would be prepared to let us have to replace this bin.

**Stench Pipe**

Southern Water has asked Clancy Docwra to attend the site and make further investigations into the matter. They will complete any necessary repairs as quickly as possible.

**Pot holes in Memorial Hall car park**

The Clerk will contact a local contractor and ask him to look at the car park and quote to fill the potholes.

**Website**

Miss Dewar reported the following visitor stats:-

Visitors to the site 935

Pages visited 2160

Minutes 78

Meetings 42

53 people have subscribed to the e newsletter

**Bank Mandate**

This has now been completed by all councillors present. The Clerk will complete the rest of the form and councillors will take it into the bank after the next meeting.

**Report on the Review of Parish Council Documents and action to be taken**

The items for update as identified by Mr Woods will be included on the next agenda.

**Final Code of Conduct**

**Resolution: Councillors unanimously agreed to adopt the Final Code of Conduct received from ABC.**

**Code of Conduct Training**

The Clerk will investigate.

**Report for Parish Magazine**

A list of items to be included in the report was drawn up by Mrs Penn and approved by Councillors.

**Play Area/Community Exercise Equipment**

The skier is being replaced free of charge as there was a design fault with the original.

**Newsletter**

Councillors approved the content of the next edition.

**Goal Posts**

**Resolution: Councillors unanimously agreed to purchase the goal posts at a cost of £1128.62**

**Proposed Mr Faiers**

**Seconded Mrs Haynes**



**9. DECISION ON THE FUTURE OF PUBLIC TOILETS**

**Resolution:** Councillors unanimously agreed to take on responsibility for the Public Toilets from 1 April 2013, with initial financial support from Ashford Borough Council of £11700.

Mr Woods presented the draft business plan and answered questions. Any comments should be sent to him by the end of October. We have received many 'in kind' offers from members of the public already.

**Resolution:** The Parish Council authorise the Committee to progress this project and report back to every Parish Council meeting.

Proposed Mr Steer      Seconded Mr Spice

**10. CORRESPONDENCE/EMAIL CORRESPONDENCE**

ABC Agenda for Parish Forum  
South east Water  
ABC re Ashford Local Plan  
Weed Management Inc  
Came & Co  
KALC Agenda for 17.11.12  
Ditton Electrical Contractors  
Miss Rubie

The Clerk will respond to Miss Rubie

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

**11. ITEMS TO BE REPORTED TO KHS**

Councillors did not put any items forward.

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

There was no information for exchange between councillors.

**13. RESOLUTION TO CLOSE THE MEETING TO MEMBERS OF THE PUBLIC**

**Resolution:** Pursuant to section 1 (2) of the public bodies (admission to Meetings Act) 1960, it is resolved that, because of the confidential and personal nature of the business to be transacted, the public and press leave the meeting during consideration of personal and confidential matters.

Proposed Miss Dewar      Seconded Mrs Davies

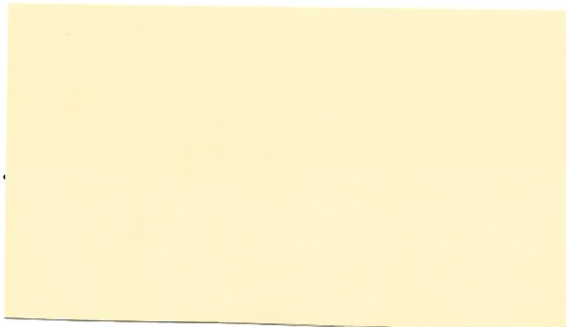
**The public left the meeting at 9.45 pm.**

A member of the Public asked councillors for their opinion on a proposed planning application.

The members of the Parish Council can only comment in principle until they receive the full planning application. Following discussion it was unanimously agreed that Councillors Penn and Steer should meet with Ashford Borough Council to discuss this proposed application and report back to the next Parish Council meeting.

There being no further business the meeting closed at 10.15 pm.

Signed ...



..... Dated 23/11/12 .....

# WOODCHURCH PARISH COUNCIL

## PLANNING APPLICATION RECORD

### 2012

#### FOR MEETING TO BE HELD 26 OCTOBER 2012

- 12/01040/AS 3 Cherry Orchard, Woodchurch, Ashford, Kent TN26 3QX  
Proposed garage conversion to habitable room with a single storey rear extension.  
Proposed render to south elevation wall  
**Parish Council: Support**
- 12/01042/AS Oastwood Stud Maywood Farm, Boldshaves Lane, Woodchurch,  
Ashford, Kent, TN26 3QZ  
Erect a PVCu conservatory to the rear of the property  
**Parish Council: OBJECT 8:1 on the grounds that it is not in keeping with the character of the property.**
- 12/01047/AS Oakmead Farm, Susans Hill, Woodchurch, Ashford, Kent TN26 3RF  
12/01048/AS 1. Conversion of half of Oakmead Barn to annexe and erection of oak framed  
garage adjacent to Oakmead Farm house  
2. Listed Building for conversion of half of Oakmead Barn to annexe  
**Parish Council: Support**
- 12/01106/AS 17 Front Road, Woodchurch, Ashford, Kent TN26 3QB  
Erection of a two storey rear extension to replace existing single storey structure  
**Parish Council: Support**
- 12/01119/AS 24 Kirkwood Avenue, Woodchurch, Ashford, Kent TN26 3SE  
Application for Lawful Development Certificate – Existing Use – Garage conversion  
**Parish Council: Support**
- 12/01160/AS 13 Plum Tree Gardens, Woodchurch, Ashford, Kent TN26 3SJ  
Change of use of community facility to bungalow  
**Parish Council: Support**
- Although not on the agenda, Councillors agreed to discuss this application, as they did not believe it to be contentious**
- 12/01194/AS Great Robhurst Oast, Swain Road, Woodchurch, Ashford, Kent TN26 3TB  
The provision of 2 no. additional conservation rooflights  
**Parish Council: support**

## **Decision Notices from ABC**

- 12/00288/AS South of England Rare Breeds Centre, Highlands Farm, Woodchurch, Ashford, Kent TN26 3RJ  
Change of use from agriculture to productive horticulture, erection of polytunnel, timber shade shelters and installation of paths and hard standing  
**Borough Council: Permit**
- 12/00830/AS 61 Lower Road, Woodchurch, Ashford, Kent TN26 3SG  
Single storey rear extension and second storey rear extension  
**Borough Council: Permit**
- 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  
**Borough Council: Grant Consent**
- 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  
**Borough Council: Grant Consent**
- 12/00967/AS Beacon Farm, Coldblow, Woodchurch, Ashford, TN26 3PL  
LBC Replacement of window and door to rear extension  
**Borough Council: Grant Permission**
- 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  
**Borough Council: Permit**
- 12/00690/AS Firewood Direct, Avoca, Bethersden Road, Woodchurch, Kent  
Use of part of paddock to store timber awaiting processing into firewood  
**Borough Council: Permit**
- 12/00717/AS 34-36 Front Road, Woodchurch, Ashford, TN26 3QE  
Vary or modify a condition Variation of Condition 2 on planning permission 02/01236/AS - to allow the use of the building as holiday letting accommodation  
**Borough Council: Permit**
- 12/00311/AS Maywood Stud, Boldshaves Lane, Woodchurch, Ashford, Kent TN26 3QZ  
Application for lawful development certificate – existing use – use of site for residential mobile home and curtilage  
**Borough Council: Existing use/development is lawful**