

WOODCHURCH PARISH COUNCIL

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MINUTES 80

Minutes of the meeting held in the Memorial Hall Annexe, Woodchurch on Friday 22 February 2013 at 7.00 pm

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

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLOR: Mr P Davison

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 2 Members of the Public present for part of the meeting.

1. APOLOGIES FOR ABSENCE

An Apology for Absence was received from Mr J West (prior engagement),
Borough Councillor Hicks and County Councillor Angell.

2. DECLARATIONS OF INTEREST

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

Mrs Haynes and Mr Spice both declared a Significant Interest in Application No 13/00059/AS
as they are members of the Memorial Hall Committee.

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 were accepted and it was unanimously agreed that
Mr Steer should sign them as a true record of the meeting.

Proposed Miss Dewar Seconded Mr Woods

4. MEETING ADJOURNED FOR PUBLIC PARTICIPATION AND RECONVENED

The meeting was opened to Members of the Public present from 7.04 – 7.24 pm for
questions and comments.

5. PLANNING

Please see attached list.

6. VILLAGE MATTERS**Village Hall**

The application for the Tennis Club building has been submitted to ABC.

The Committee hold monthly Coffee mornings to help raise funds and a Whist Drive has been arranged for 7 March 2013.

Village Green

It was suggested that 2 bollards be installed, one on either side of the water meter to stop vehicles parking over the meter, making it impossible for it to be read. Mr West will be asked to speak to Mr Munday.

Community Safety Issues

We are still waiting for a reply from Ann Barnes.

Mrs Davies reported on the meeting with Ann Barnes.

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	£51162.05
Plus Receipts	39133.31	Less u/c cheques	5203.51
Contra DJ Cash	1597.84		45958.54
	81580.16	Plus Community a/c	50.00
Less Payments	33973.78		46008.54
Contra DJ Cash	1597.84		
	46008.54		

Charity Account Balances

Sir Edward Hales Charity -	£6591.93
Sir Edward Hales Charity -	£403.01
Woodchurch Windmill -	£1145.13
Woodchurch Windmill -	£3975.99

Earmarked Funds

	Balance
Election/Standards Committee	5000.00
Contingencies	7040.74
Maintenance on War Memorial	1151.02
Diamond Jubilee	944.00
	14135.76

Accounts to be Paid

PAYEE	NET £	VAT £	GROSS £	DETAILS
Mrs J Batt	484.68 28.88		513.56	Salary Expenses
Mr D Fogden	216.10		216.10	Salary
QMF	1200.00	240.00	1440.00	Litter Bin Liners
J & M Resurfacing	350.00	70.00	420.00	Filling Potholes in M Hall car park
D Grabham	160.00		160.00	Green Maintenance
TOTAL	2439.66	310.00	2749.66	

Resolution: Councillors unanimously agreed to pay the above accounts.

Proposed Mrs Haynes Seconded Mr Spice

During a discussion on potential parish council expenditure, not included in the budget, Councillor Woods brought the attention of those present to the impact on the parishes caused by factors beyond their control such as the reform of the of Council Tax Benefit system and the fact that Parish Council precepts may be capped in future years. As a result, it was agreed that a formal budget review will be undertaken by the full council at the June, September, December and March meetings.

Risk Assessment

Mr Faiers will complete before the next meeting.

Plan of action for repairs to Play Equipment

Reference document: Digley Associates Annual Inspection Report July 2012

Junior Multiplay (slide etc) metal parts to be rubbed back and re-painted where rusted or throughout. Swap bolts over if required. Check all bolts etc on the equipment.

Repairs to Play Area Surface

All play surface edges to be checked for shrinkage and filled. All cracked and worn surface areas to be patched and/or repaired.

The Clerk was asked to obtain a quote for the above work from Wicksteed Playscapes. The work needs to be completed by 27 March if possible. Councillors West, Dewar and Faiers will review the quote when it arrives and inform other councillors of the details via email/phone, as we do not meet until 22 March.

Litter Bin Liners

These are ready for collection. Mr Faiers said he will collect them.

Tree Survey

Dr Robinson does not have the necessary qualifications to enable him to carry out a survey on behalf of the Council. Mrs Davies^{as} make enquiries locally and report back.


Clerk's Salary

Councillors unanimously agreed to increase the Clerk's Salary to point 26 on the scale £11.549 per hour backdated to April 2012.

Website

There have been 683 visits to the website, 457 unique. The Parish Council Minutes had the highest number of visitors, followed by the Parish Council Site, Bus Timetable, Doctors, Clubs and Societies.

Bank Mandate

Nothing to report.

Report for Parish Magazine

Mrs Penn informed councillors that the report is running one month behind. This reason for this is that the cut off date for the magazine is on the 15th of the month and we always meet after that date.

Play Area/Community Exercise Equipment

The goal posts are on a very wet area of the Village Green. Mr Faiers said they will be better placed when they are moved.

Newsletter

Seventy three people have signed up to the E newsletter. We have 237 followers on Twitter. The next edition of the newsletter is due to be produced shortly.

Update of Refurbishment of Public Toilets

Mr Woods reported that:-

Planning permission has been granted.

We have received a grant of £6000 from ABC towards the remodelling.

The transfer documentation has been received from ABC.

One local business has shown an interest in taking on the anchor tenancy, although invitations to apply for this will have to be advertised.

The tenders for the refurbishment are due back by noon on Thursday 28 February and the Clerk and Mr Woods will meet to open them. Mr Faiers also asked to be included and Mr West will be informed. A meeting of the full council will then be arranged to discuss the content and award the contract.

We urgently need to find a cleaner, as we take over responsibility from 31 March 2013.

Insurance

Nothing to report.

9. CORRESPONDENCE/EMAIL CORRESPONDENCE

Kent Community Foundation

KCC Kent Minerals and Waste Local Plan: Proposed Mineral Safeguarding Areas

Wicksteed Playscapes

The Kent Men of Trees

ABC re Transfer of Toilets to Parish Council

10. **HIGHWAY ISSUES**

The Clerk was asked to report the following to Kent Highway Services:-

2 x potholes outside of Chestnut House

Pothole below Beacon Farm

Potholes towards the top of Susans Hill

2 x potholes outside of 36 Front Road

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

It was agreed to ask Mr West to speak to Woodchurch House and ask whether their outside lights could be shielded in some way or the design changed.

Mrs Haynes and Mr Spice are going to attend the Civic Service on behalf of councillors.

There being no further business the meeting closed at 8.35 pm.

Signed ..



..... Dated

22/3/13

WOODCHURCH PARISH COUNCIL

PLANNING APPLICATION RECORD

2013

FEBRUARY 2013

13/00002/AS 2 Stonebridge Cottages, Front Road, Woodchurch, Ashford, Kent TN26 3SL
Single storey rear extension
Parish Council: Support

13/00059/AS Woodchurch Memorial Hall, The Green, Woodchurch, Kent
Erection of building to serve tennis club
Parish Council: Support

13/00090/AS Rare Breeds Centre, Woodchurch, Ashford, Kent TN26 3RJ
To erect a feed silo outside the existing feed store on the Rare Breeds Centre
Parish Council: Support

Decision Notices received from ABC

11/01430/AS Land between 82-120 Front Road, Woodchurch
Erection of 12 no dwellings together with access, garages, parking, landscaping
and ancillary works
Borough Council: Refuse

12/01319/AS Rare Breeds Centre, Woodchurch, Ashford, Kent TN26 3RJ
Change of use from agricultural pigsties to a workshop and stores area; roof to be
Raised to allow for the change of use with a new insulated panel roofing cover;
windows and doors to be inserted
Borough Council: Permit

12/01381/AS Maidenwood Farm, Haycross Lane, Woodchurch, Ashford, Kent TN26 3TF
Extension of time (of planning permission 11/00679/AS) for the continued
siting of two mobile homes for a temporary period of 24 months and their
occupation between the months of April and September 2013 and 2014 to support
the rearing of poults
Borough Council: Permit

12/01384/AS 78 Lower Road, Woodchurch, Ashford, Kent TN26 3SG
Two storey side extension and first floor side extension
Borough Council: Permit

12/01431/AS 24 Kirkwood Avenue, Woodchurch, Ashford, Kent TN26 3SE
Proposed extension to dwelling and detached garage

Borough Council: Permit

12/01460/AS Woodchurch Public Conveniences, Front Road, Woodchurch
Change of use of part of public conveniences to a community information and
resource centre and external alterations to building

Borough Council: Permit

WOODCHURCH PARISH COUNCIL
SUMMARY OF RECEIPTS AND PAYMENTS FOR YEAR ENDED 31 MARCH 2013

RECEIPTS	BUDGET 2012/2013	ACTUAL 2012/2013
Precept	20,000.00	20,000.00
Concurrent Functions Grant	2,530.00	2,530.00
Interest		18.79
VAT Recovered	449.23	449.23
Road Sweeping Grant 11/12		1,873.58
War Memorial		2,946.20
Arts Council Grant for Diamond Jubilee		594.00
Diamond Jubilee Contra Entry		1,597.84
Diamond Jubilee		10,721.51
	22,979.23	40,731.15

WOODCHURCH PARISH COUNCIL
SUMMARY OF RECEIPTS AND PAYMENTS FOR YEAR ENDED 31 MARCH 2013

PAYMENTS	BUDGET 2012/2013	ACTUAL 2012/2013
Clerks Salary	6,350.00	5,331.48
Clerks Expenses	120.00	89.75
Litter Picker's Salary	2,600.00	2,377.70
Litter Picker's Tax		102.20
General Admin	450.00	317.23
Audit Fees	400.00	345.00
Website	150.00	92.00
Interest	20.00	1.80
KALC Subscription	550.00	545.59
SLCC Subscription	40.00	27.00
Insurance	750.00	675.82
Hire of Hall and Heating Tokens	250.00	195.00
Hire of Hall 2013 and Heating Tokens		197.00
Equipment for Street Cleansing	400.00	56.75
Purchase of Litter Cart		575.00
Green Maintenance	3,000.00	2,554.60
Grass Cutting - War Memorial	200.00	255.00
Play Area Inspection	50.00	
Play Area Replacement Equipment	2,000.00	
Replacement of Safety Surface	2,000.00	
Repairs to Swings		306.00
Repairs to Paths	200.00	
Village Clock Maintenance	200.00	181.00
Repairs/Replacement of Notice board	500.00	
Wreath for Remembrance Day	20.00	17.00
Refurbishment of Bus Shelter	500.00	
Purchase/Installation of New Bench		550.00
Maintenance of Benches	100.00	830.00
Posts on Green	150.00	240.00
Painting Bins	150.00	360.00
Bin Liners and Replacement Bin	2,000.00	1,235.00
Maintenance of Trees	500.00	

Purchase of 2 New Flags	95.00	
Bulbs		9.98
Chairman's Expenses	150.00	20.11
Renovation of War Memorial		1,795.10
Purchase of Flags for War Memorial		49.92
Purchase of Goal Posts		1,977.60
Repairs to Potholes in Car Park		350.00
Contingencies	2,500.00	
Diamond Jubilee		10,313.18
Diamond Jubilee - Contra		1,523.45
Village Toilets - Planning Application Fee		192.50
VAT on Expenses		1,881.86
	26,395.00	35,571.62