WOODCHURCH PARISH COUNCIL

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MINUTES 81

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

PRESENT:

Mr J West (chair), Miss R Dewar, Mrs J Haynes, Mrs D Penn,

Mr P Spice and Mr R Woods

Mr C Banyard, Community Warden

PCSO Gary Carr

PARISH CLERK:

Mrs J Batt

BOROUGH COUNCILLOR:

Mr P Davison

COUNTY COUNCILLOR:

Mr M Angell

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

1. APOLOGIES FOR ABSENCE

An Apology for Absence was received from Mrs Davies (prior engagement), Mr Faiers (prior engagement) and Borough Councillor Hicks.

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

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

There were no Declarations of Significant Interest

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.

ACCEPTANCE OF MINUTES

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 Mrs Haynes

Seconded Mrs Penn

4. MEETING ADJOURNED FOR PUBLIC PARTICIPATION AND RECONVENED

The meeting was opened to Members of the Public present from 7.10 - 7.45 pm for questions and comments.

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5. PLANNING

Please see attached list.

Councillor Davison reported that the occupiers of Cob Tree Meadow have won their appeal. ABC's Planning Department are concerned at this decision and are investigating the matter.

6. VILLAGE MATTERS

i. Request for dropped kerb at Doctor's Surgery

The Clerk was asked to contact KHS regarding this.

ii. Request by Woodchurch School for use of The Green for Summer Fete
Councillors unanimously agreed to the school's request to use The Green on 29 June.

Mr West reported that he had visited Woodchurch House and was going to go back on Monday to discuss their response to our concerns about the flooding caused by the Willow tree and the complaints received from local residents regarding the lights on the side of the building causing light pollution in the area.

Bus Stops

The Clerk was asked to contact KCC and tell them that we have had complaints that the frames for the bus timetables are too high.

Community Safety

Chris Banyard and our newly appointed PCSO, Gary Carr were in attendance for the public interval and reported the following:-

A conman posing as a plain clothes policeman gained access to the homes of 3 elderly residents in Dover and robbed them of their savings. PCSO Carr advised residents to check the ID of cold callers, especially when more than one. Details of how to assess whether cold callers are legitimate or not will be put on the website. Residents were all advised to keep their doors locked.

Mr Banyard will be holding property marking sessions in the next few weeks.

We are still experiencing fuel thefts in the area.

Both PCSO Carr and Mr Banyard will hold surgeries in the next few weeks and may arrange a joint surgery. Mr Banyard said he would try and arrange some activities during the surgeries to encourage attendance.

PCSO Carr plans to attend as many Parish Council meetings as possible.

7. MATTERS ARISING

Mrs Barnes has confirmed that Kent Police are selling the Police House.

The water meter is half on the grass and half on the tarmac on the car park so we will not put bollards around it. It was suggested that it was marked in yellow as a no parking area.

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8. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS

Account Balance:-Opening Balance £40849.01 Money Managers a/c £48793.20 Plus Receipts 39133.31 Less u/c cheques 2994.66 Contra DJ Cash 1597.84 45798.54 81580.16 Plus Community a/c 50.00 Less Payments 34133.78 45848.54 Contra DJ Cash 1597.84

Charity Account Balances

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

45848.54

Councillors reviewed the working figures and budget and agreed that, as we have a healthy balance we should carry £2500 over into the next financial year, specifically for the play area and £800 for work to the village trees

Earmarked Funds

	Balance
Election/Standards Committee	5000.00
Contingencies	7040.74
Maintenance on War Memorial	1151.02
Diamond Jubilee	944.00
Play Area	2500.00
Village Trees	800.00
	17435.76

Accounts to be Paid

PAYEE	NET £	VAT £	GROSS £	DETAILS
Mrs J Batt	632.00			Salary
	45.23		677.23	Expenses
Mr D Fogden	216.10		216.10	Salary
The Post Office	82.90		82.90	<u> </u>
TOTAL	976.23		976.23	Income Tax and National Insurance

Resolution: Councillors unanimously agreed to pay the above accounts.

Proposed Mrs Haynes Seconded Mr Spice

Councillors agreed to draw a cheque for £1409.10 in favour of ABC for business rates for the toilet block, to be posted on 28 March 2013, so that it arrives with ABC by 1 April, but show in the accounts for the year 2013/2014, to which it belongs.

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Risk Assessment

Mr Faiers emailed the Clerk to say that he had completed the risk assessment and apart from the play area the play area all is in order. Wicksteed Playscapes has quoted for the repairs to the play area. See below.

Plan of action for repairs to Play Equipment

Resolution; Councillors unanimously agreed to accept Wicksteeds quotation to repair and paint the play equipment at a cost of £867.00.

Proposed Mr Spice

Seconded Mrs Penn

Repairs to Play Area Surface

Resolution; Councillors unanimously agreed to accept Wicksteeds quotation to repair the play area surface at a cost of £1311.00.

Proposed Mr Spice

Seconded Mrs Penn

Litter Bin Liners

Mr Faiers has fitted the new liners to the bins.

Tree Survey

Mr West will talk to Mr Shaw and ask how much his company would charge to undertake a survey of the trees that are the responsibility of the Parish Council.

Website

There were 672 visits to the website with 468 unique visitors. The most popular pages were the bus timetable, doctor's surgery, parish council, minutes and news. Notable is the number of visits (39) to the page for the Woodchurch Community Information and Resource Centre.

Bank Mandate

This was completed and will be sent back to HSBC.

Report for Parish Magazine

Nothing to report.

Play Area/Community Exercise Equipment

Nothing to report.

Newsletter

There are now 76 subscribers to the e-newsletter.

A copy will be posted on the notice board and Mr Dudman has kindly agreed to put one up in the Post Office.

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Update of Refurbishment of Public Toilets

It has been agreed that the toilets will have to be closed for the duration of the refurbishment, which is due to start on 2 April. The site is to be fenced off for health and safety purposes.

Resolution: Councillors unanimously agreed to hire a portaloo from 4 Jays whilst the work is in progress at a cost to the Parish Council of £319.20 to include 1 x clean per week, plus £52 for delivery and removal. A cheque will be written during the month if necessary.

Proposed Mr West Seconded Mrs Penn

Insurance

The toilet block will be insured for £86,000 under our policy with Aviva from 1 April 2013.

9. CORRESPONDENCE/EMAIL CORRESPONDENCE

The Planning Inspectorate

Walker

KCC Landscape Services

ACE Services

Clerk and Councils Direct

Fenland Leisure

Came & Co

Plantscape

Landscape Services

Clare Willmore re handover of Public Conveniences

Woodchurch Primary School

ABC Plan-It-Ashford - Councillors do not wish to meet with Mrs Pettit

Tessa O'Sullivan

Councillors agreed that they would support the proposal to build local needs houses in the parish.

10. **HIGHWAY ISSUES**

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

The road is breaking up around the drain cover outside of 31-37a Front Road

The pothole outside of the garage opposite Townland Stores

The pothole outside of the school, Bethersden Road.

FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

The Memorial Hall AGM is due to be held on 15 April 2013 at 7.30 pm.

Mr West will invite the Chairman of the School Governors to the APM.

There being no further business the meeting closed at 9.00 pm.

Signed

...... Dated .26/4/15

WOODCHURCH PARISH COUNCIL

PLANNING APPLICATION RECORD

2013

MARCH 2013

13/00213/AS 28 Front Road, Woodchurch, Ashford, Kent TN26 3QE

Removal of two tilting brick columns and load-bearing concrete lintel located in

cellar and replace with single span steel RSJ

Parish Council: Support

13/00241/AS Townland Farm, 80 Front Road, Woodchurch, Ashford, Kent TN26 3SA

Erection of oak frame storage barn Parish Council: Support 4:2 against

The following were not on the agenda but councillors agreed to discuss them as they were not considered contentious:-

12/01418/AS 101 Lower Road, Woodchurch, Ashford, Kent TN26 3SG

Erection of a two storey rear extension to replace existing alterations and addition of Amended

Plans a pitched roof to existing two storey projection

Parish Council: Support

13/00263/AS 1 Cherry Orchard, Woodchurch, Ashford, Kent TN26 3QX

Provision of external cladding (tile hanging) to the upper elevations

Parish Council: Support

The following application is for a property in High Halden. We did not receive the plans:-

13/00052/AS Plurenden Manor Farm, Plurenden Road, High Halden, Ashford, Kent, TN26 3JW Change of use of land for paintballing. Siting of a storage container, portable toilet and games hides.

An appeal has been received in respect of the following:-

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

The following appeal has been upheld

11/01048/AS Cob Tree Meadows, Brook Street, Woodchurch, Ashford, Kent, TN26 3SZ Change of use of land for the stationing of 1 No. static caravan and 1 No. touring caravan, the erection of a day room and shed for one gypsy family (retrospective).

Decision Notices received from ABC

- 12/01298/AS Pond Farm, Bethersden Road, Woodchurch, Ashford, Kent TN26 3QW Erection of agricultural building for the rearing of laying hens **Borough Council: Permit**
- 13/00009/AS 3 & 4 Harlakenden Farm, Plurenden Road, Woodchurch, Ashford, Kent, TN26 3PT Proposed two dwellings as alternative to approved dwellings under permissions 08/01866/AS (plot 3) & 03/02139/AS (plot 4)

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

 Borough Council: Permit
- 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: Permit

The following appeal has been upheld

11/01048/AS Cob Tree Meadows, Brook Street, Woodchurch, Ashford, Kent, TN26 3SZ Change of use of land for the stationing of 1 No. static caravan and 1 No. touring caravan, the erection of a day room and shed for one gypsy family (retrospective).

RECEIPTS	Budget	Est OutTurn	Draft Bud	lget
	2012/13		2012/4	4
Precept	£20,000		2013/14 £20,000	7
Concurrent Functions grant	£2,530		£2,300	
CI Tax Support grant	22,000	£0	£1,840	
Road Sweeper Grant	£0	£1,875	£1,875	
Interest	£0	£10	£1,075	
ABC Grant - toilets	£0	£11,700	£0	
Net Surplus - Jubilee event	£0	£944	£0	
Surplus - War Memorial project	£0	£1,150	£0	
net VAT	£450	£450	£755	
Total Receipts	£22,980		£26.780	2
		Est	Draft Budg	net
PAYMENTS	Budget	OutTurn		,
	2012/13	2012/13	2013/14	
Capital Costs				
Public toilet re-modelling	£0	£1,935	£14,050	
Staffing costs				
Clerks Salary	£6,350	£6,150	£6,350	
Clerks Expenses	£120	£120	£150	
Litter Picker's Salary	£2,600	£2,600	£2,700	
Litter Picker's Tax		£120	£150	
Administrative costs	£9,070	£8,990	£9,350	
General Admin	£450	£450	0450	
Audit Fees	£400	£345	£450	
Interest	£20	£5	£375	
KALC Subscription	£550	£545	£5	
SLCC Subscription	£40	£40	£550	
Insurance	£750	£675	£50 £750	
Hire of Hall and Heating Tokens	£250	£280		
Website costs	£150	£100	£300	
Chairman's Expenses	£150	£100	£150	
Wreath for Remembrance Day	£20	£17	£100	
Ceremonial Flags	£95	£50	£20 £100	
WCIRC grant	£0	03	£3,000	V
	£2,875	£2,607	£5,850	^
Grounds & property Maintenance	22,010	22,007	15,050	
Green Maintenance	£3,000	23,000	£3,200	
War Memorial - grass cutting	£200	£200	£220	
Clock maintenance	£200	£180	£200	
Play Area Inspection	£50	£50	£60	
Gym/Play Area Equipment Repairs	£2,000	£310	£500	
Gym/Play Area Safety Surface repairs	£2,000	03	£500	
Maintenance of Benches	£100	2830	£350	
Materials -Street Cleaning	£0	£200	£220	
Notice Board repairs	£500	£0	£200	
Refurbishment of Bus Shelters	£500	£300	£330	
Path repairs	£200	£0	£350	
Green post repairs	£150	£180	£250	
Tree maintenance	£500	£500	£500	
Litter bin repairs	£2,150	£1,560	£200	
	£11,550	£7,310	£7,080	
Total - Annual Running Costs add Growth items (non-recurring)	£23,495	£18,907	£22,280	
Toilet maintenance costs (3 mths only)	£0	£0	£2,000	X
Purchase of Goal Posts	£0	£1,900	93	
Litter picker's equipment	£400	£575	93	
Purchase new benches	£0	£550	£0	
Contingencies	£2,500	£0	£2,500	
Total costs	£26,395	£23,867	£40,830	
Reserve Parish Council running Costs *<1.5		£14,792	£55,641	

Budget summary		
Total costs identified in the budget	£40,830	
Less Capital costs funded from reserves	£14,050	
Total revenue costs	£26,780	
Funded by		
Concurrent Functions Grant	£2,300	
Council Tax Support Grant	£1,840	
Road sweeper's salary grant	£1,875	
Other financing income	£765	
Precept	£20,000	
	£26,780	
Reserve Summary		
Reserve @1/4/2012	£40,849	
ADD est reserve - 2012/13	£14,792	
Total est reserve @ 1/4/2013	£55,641	
Allocated to Ring-fenced reserves		
Toilet re-modelling (capital)	£14,050	
War Memorial	£1,150	
Election costs	£5,000	
Standards Board costs (advised by KALC)	23,000	
Fluid Reserve	,000	
WPC running costs	£32,440	(*1.46 annual running costs)

Reserve
Parish Council running Costs *<1.5
Ringfenced reserve - Election costs
Ringfenced reserve - Toilet re-modelling
War Memorial reserve Stds Bd