

# WOODCHURCH PARISH COUNCIL

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## MINUTES 91

### Minutes of the meeting held in the Memorial Hall Annexe, Woodchurch on Friday 31 January 2014 at 7.00 pm

**PRESENT:** Mr J West (chair), Miss R Dewar, Mrs J Haynes,  
Mrs D Penn, Mr A Faiers, Mr A Hukins, Mr P Spice and Mr R Woods  
Mr S Cole Policy Manager ABC  
PCSO Gary Carr

**PARISH CLERK:** Mrs J Batt

**BOROUGH COUNCILLOR:** Mrs A Hicks

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There were 3 Members of the Public present for part of the meeting.

**1. APOLOGIES FOR ABSENCE**

An Apology for Absence was received from Mrs G Davies (family commitment),  
Mr P Davison and Mr C Banyard, Community Warden

**2. 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.

**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 West should sign them as a true record of the meeting.

Proposed Mrs Penn      Seconded Mr Faiers

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

The meeting was opened to Members of the Public present from 7.11 – 7.27 pm for  
questions and comments.



5. **DISCUSSION WITH MR COLE, POLICY MANAGER, ABC**

Mr Cole discussed his role within ABC, the Borough Council's Local Plan and the Tenterden and District DPD. He said the council were looking to combine the 2 into one document.

A discussion took place regarding the 6 sites recently put forward, following a call from ABC, for possible development in Woodchurch and it was agreed to hold a public exhibition in the near future, encompassing a consultation exercise to ensure that all residents of Woodchurch have the opportunity to view the proposed sites and make comment. Members of the Planning Department will be in attendance to answer any questions.

6. **PLANNING**

Please see attached list.

**Letter from ABC regarding Planning Application Consultations**

Deferred until next meeting due to time constraints.

7. **VILLAGE MATTERS**

The sports pavilion has been damaged by the recent gales. The cost of the repairs is being covered by insurance.

**Village Cleaning**

Mr Fogden handed the Clerk a letter of resignation, to take effect from 24 March. We will advertise for a replacement.

**Stony Lane**

It was agreed to remove this item from future agendas.

**Bus Shelter outside of Doctors Surgery**

Mr Hukins reported that KCC has agreed to the Parish Council erecting a bus shelter.

A quote for £2499 has been received for the shelter and a second quote of £125 for the perch pole. Councillors agreed to approach local builders and ask for quotes for the concrete base.

**Resolution: Councillors unanimously agreed to proceed with the erection of a bus shelter outside the Doctors Surgery at a cost of £2499.00. It was also agreed to accept the quote of £125.00 for a perch pole. The order will be placed as soon as we have arranged for the concrete base to be installed.**

**Proposed Mr Faiers**

**Seconded Miss Dewar**

**Proposed Village Fun Day**

Deferred to next meeting.

**Email re Green Gym**

Mr West reported that he had already spoken to the gentleman making the enquiry.

**8. MATTERS ARISING**

The Clerk reported that she had spoken with KHS and the reason that the roads were not gritted in December was that they are secondary routes and as such are only gritted when a prolonged spell of very cold weather is forecast. They will not be gritted for the odd one or two nights.

**9. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS****Charity Account Balances**

Sir Edward Hales Charity - £8286.02

Sir Edward Hales Charity - £303.01

Woodchurch Windmill - £1045.13

Woodchurch Windmill - £4280.68

**Earmarked Funds**

	<b>Balance 22.11.13</b>	<b>+/- Jan</b>	<b>Balance 31.01.14</b>
Election/Standards Committee	5000.00		5000.00
Contingencies	9040.74		9040.74
Maintenance on War Memorial	978.02	190.00	788.02
Diamond Jubilee	NIL		NIL
Play Area	1199.39		1199.39
Village Trees	600.00		600.00
	<b>16818.15</b>	<b>190.00</b>	<b>16628.15</b>

**Bank Reconciliation**

<b>Account Balance</b>	<b>Balance at Bank</b>
Opening Balance 46938.92	Money Manager Account 49847.70
Plus Receipts 47514.52	Less uncleared cheques 985.68
94453.44	48862.02
Less Payments 45541.42	Plus Community Account 50.00
<b>48912.02</b>	<b>48912.02</b>

Two cheques were drawn during the month with the verbal agreement of Councillors Haynes, Spice and West as follows:-

Royal British Legion £17.00 for the Wreath for Remembrance Sunday 2013

The Post Office £55.80 for income tax due for Mrs Batt and Mr Fogden

**TOTAL £72.80**



**Accounts to be Paid**

PAYEE	NET £	VAT £	GROSS £	DETAILS
Mrs J Batt	499.86 28.14 27.50	0.07	555.57	Salary Expenses SLCC
Mr D Fogden	209.50		209.50	Salary
Woodchurch Memorial Hall	15.00		15.00	Heating Tokens
Mr P Spice	30.00	6.00	36.00	Storage Boxes etc
Mr P Shaw	190.00		190.00	Grass cutting at War Memorial
WCIE	404.18		404.18	Refund of electric and rates
<b>TOTAL</b>	<b>1404.18</b>	<b>6.07</b>	<b>1410.25</b>	

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

**Proposed: Mr Spice**

**Seconded Mrs Haynes**

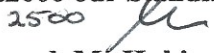
**Budget and Setting of Precept for 2014/2015**

Councillors confirmed the Precept at £20,000 and agreed to apply for the Concurrent Functions Grant of £1910.00 and the Council Tax Support Grant of £1420.00, making the total applied for from ABC £23330.00.

Mr Woods will circulate the budget to councillors once he has completed it.

**Grass Cutting on The Green**

**Resolution: Councillors unanimously agreed to contract Landscape Services to cut the grass on The Green at a cost of £52.13 per cut. As the total cost for the year will be less than £2000 our Standing Orders state that we only need to obtain one quote.**

2500  
  
**Proposed Mr Hukins**

**Seconded Mrs Haynes**

**Website**

Figures for the last month are as follows:-

990 visits

815 visitors

2509 pages viewed

69% new visits

The most popular pages were the Home Page, Doctor, Bus timetable, Memorial Hall, Parish Council

**Report for Parish Magazine**

Mrs Penn will complete the report.

**Insurance**

Nothing to report.

**War Memorial Cleaning**

Mr West reported that he had asked Major Drummond Brady to inform the council prior to authorising any work to the war memorial, as all expenditure should be agreed in advance.

**Notice Boards**

Both notice boards need to be replaced. We will investigate funding.

**Archiving of Parish Documents**

Councillors agreed to purchase a second filing cabinet to enable the documents to be stored in the hall. It was agreed to contact the Museum and see if they want any of the documents from the 1930's. Mrs Penn will look on the website to see if she can find a filing cabinet.

**Salaries**

Deferred until the next meeting.

**10. CORRESPONDENCE/EMAIL CORRESPONDENCE**

Clerk and Councils Direct

KALC Notice of Meeting 15.01.14

ABC Agenda for the Parish Forum 22.01.14

Woodchurch Driving Group RDA

KCC Public Consultation on the Pre Submission Document Draft of the Kent Minerals and Waste Local Plan

Letter of resignation from Mr D Fogden  
Smith of Derby

The Clerk will ask the auditor whether we can take out a 6 year contract giving us 3% discount on the cost of clock repairs until 2020.

**EMAIL CORRESPONDENCE**

ABC re Precepts and Concurrent Functions Grant

Report from PCSO Gary Carr

Since the last parish council meeting of 2013, there has been a theft of wooden gates from a property off Front Road and a heating oil theft off Susan Hill. In Brattle, criminal damage was reported to a residence where petrol was poured through a letter box.

After the last parish council meeting myself and KCC warden Chris Banyard have attended Woodchurch Primary School during the morning drop off and afternoon pick up times. I have spoken to parents and residents about the parking and have discussed the problem with the headmistress. I will be continuing to attend the location to monitor the situation and provide reassurance.

I have visited the local public houses in the area after several pubs were burgled in the Shepway area and gave crime prevention advice.

Report from Chris Banyard, Community Warden

Things in the village crime wise are quite low but PCSO Carr will update you on those issues. We had a NHW meeting this month in the village hall that was very well attended and looks to be a successful project.

I have several surgeries for the residents to attend if they wish to assist with any issues they may have, one is at the Community hall, Wednesdays 1400-1600 and the other is the Info centre, first Tuesday of each month 1300-1400 this is a joint surgery with Age UK.

Parking is still a problem around the school, Rectory Close and Susans Hill, myself and PCSO Carr have done regular patrols during the school run to advise parents with regards to parking but unfortunately due to inconsiderate parking as opposed to illegal parking it is a hard and frustrating problem but we will continue to monitor and assist.

POT HOLES - I urge people to report them to Highways on 03000418181, the more calls the better the chance of their being repaired!

Lastly, please all be aware of bogus traders/builders who are taking advantage of the bad weather to cold call to carry out repairs, they tend to target elderly and vulnerable persons so please keep an eye on neighbours who you think maybe visited, any sightings or suspicions please call the Police on 101 or myself on 07917283809.

11. **HIGHWAY ISSUES**

Potholes along Front Road from The Green to Townland Stores  
Pothole outside of Russets Farm  
Pothole along from Shirkoak

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

Digital Speeding Monitors to be added to the next agenda.

There being no further business the meeting closed at 9.30 pm.

Signed



Dated 28/2/14



# WOODCHURCH PARISH COUNCIL

## PLANNING APPLICATION RECORD

### 2014

#### JANUARY 2014

- 13/01398/AS 95 Lower Road, Woodchurch, Ashford, Kent TN26 3SG  
Alterations to No 95 Lower road and replacement of existing annexe with attached new dwelling (Chalet Bungalow). Renewal of prior approval (06/01231/AS)  
**Parish Council: Support**
- 14/00003/AS Plurenden Manor Farm, Plurenden Road, High Halden, Ashford, Kent TN26 3JW  
Erection of a cubicle building to house dairy cows  
**Parish Council: Support**
- 14/00058/AS Court Lodge Oast, Front Road, Woodchurch, Ashford, TN26 3SD  
Proposed installation of an external doorway  
**Parish Council: Support**

#### The following decision notices have been received from ABC

- 13/01296/AS Mobile Home, Maywood Stud, Boldshaves Lane, Woodchurch, Kent  
Proposed detached dwelling  
**Borough Council: Refuse**