

# WOODCHURCH PARISH COUNCIL

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## MINUTES 94

### Minutes of the meeting held in the Memorial Hall Annexe, Woodchurch on Friday 25 April 2014 at 7.00 pm

**PRESENT:** Mr R Woods (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 and Mr P Davison

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There were 7 Members of the Public present.

Mr West was unable to attend the meeting, so Mr Spice proposed Mr Woods to take the chair,  
seconded by Mrs Davies. **Unanimous**

**1. APOLOGIES FOR ABSENCE**

An Apology for Absence was received from Mr J West (prior commitment), Mr A Hukins (prior commitment,) County Councillor Angell and PCSO Gary Carr.

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

**Proposed Mr Spice      Seconded Mrs Haynes**

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

The meeting was opened to the Members of the Public present from 7.06 – 7.31 for questions and comment.



**5. UPDATE ON EXHIBITION HELD 17 APRIL 2014**

Miss Dewar is analysing the comments submitted on the site submissions and will bring a proposed response to Ashford Borough Council to the May meeting.

**6. PLANNING**

Please see attached list.

Following a question raised at the last meeting we contacted ABC and received the following reply.

Planning permission is not required to site a caravan in the garden of the property and live in it whilst renovation the property is being carried out. There are no time limits but the house must not be lived in at the same time and the person living in the caravan must be the person carrying out the work, or be involved in carrying out the work (for example they can be doing some of the work and employ people to help them do it).

With regards to the 2<sup>nd</sup> mobile, we have an on-going report ref: CO/12/00024 which is being dealt with my Abi Close. I have copied her in on this email, so she may be able to update you on the matter.

**7. VILLAGE MATTERS**

**Bus Shelter outside of Doctors Surgery**

The bus shelter is now complete. There was an error on the 2<sup>nd</sup> quotation. The first was correct giving the cost of a shelter with full ends as £2699 and half ends £2499, but the second and the one which we accepted in the January minutes read full ends £2499, half ends £2699. The Clerk checked with the auditor and is this is obviously human error he agreed that we should pay the invoice in full without querying the amount. We must make sure that we accept any future quotation in writing before the work is started.

**8. MATTERS ARISING**

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

**9. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS**

**Earmarked Funds**

	<b>Balance 31.01.14</b>	<b>+/- April</b>	<b>Balance 28.04.14</b>
Election/Standards Committee	5000.00		5000.00
Contingencies	9040.74		9040.74
Maintenance on War Memorial	788.02		788.02
Play Area	1199.39	+1050.00	2249.39
Village Trees	600.00	+500.00	1100.00
	<b>16628.15</b>	<b>1550.00</b>	<b>18178.15</b>

**Bank Reconciliation**

Account Balance		Balance at Bank	
Opening Balance	46938.92	Money Manager Account	47520.30
Plus Receipts	49515.87	Less uncleared cheques	991.08
	96454.79		46529.22
Less Payments	49875.57	Plus Community Account	50.00
	46579.22		46579.22

**Accounts to be Paid**

PAYEE	CHQ NO	NET £	VAT £	GROSS £	DETAILS
Mrs J Batt	826	505.48			Salary
		53.73	1.66	560.87	Expenses
Michael Lloyds	827	395.00		395.00	Concrete Base for Bus Shelter
KALC	828	552.72	110.54	663.26	Subscription
Bibby Fin Services	829	2824.00	564.80	3388.80	Bus Shelter
Wicksteed Leisure	830	49.50	9.90	59.40	Swing Seat

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

**Proposed:** Mr Spice

**Seconded** Mrs Haynes

**Website**

There were 468 visits during the month; of which 73% were new visitors.

**Report for Parish Magazine**

Mrs Penn will complete the report. This item to be removed from future agendas.

**Insurance**

Nothing to report.

**Notice Boards**

**Resolution:** Councillors unanimously agreed to purchase the noticeboard from Acorn Noticeboards at a cost of £880, to be paid for with £500 budgeted in 2012/2013, £200 in 2013/2014 and £200 2014/2015.

**Proposed** Miss Dewar **Seconded** Mr Woods

**Proposal for a Community and Youth Award**

Deferred until the next meeting.

**Items for discussion following APM**

It was agreed that we need to encourage more people to attend future Annual Parish Meetings.

**10. CORRESPONDENCE/EMAIL CORRESPONDENCE**

KALC Minutes of meeting held 26.03.14

ABC Agenda for Parish Forum to be held 23.04.14



**EMAIL CORRESPONDENCE**

The following was received from PCSO Gary Carr

Hello everyone, this is the April report for Woodchurch Parish Council.

Since the last parish council in March there has been two reported incidents where insecure properties which were entered and items stolen. Both incidents were in very remote areas of the parish but I would ask residents again to make sure they lock up their homes and outbuildings when they go out. A statue was removed from a garden off Front Road and a barn was entered and a key removed from a quad bike which was parked up but not taken.

I have given out crime prevention advice to locals attending both the church coffee morning and scout hut afternoon club in the village and now the primary school is back after their summer break I shall be attending the area and would ask parents to park sensibly.

**11. HIGHWAY ISSUES**

The Clerk was asked to report the following:-

The pothole outside of 126 Front Road. 104357

The verge at the bottom of Place Lane. 104358

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

There being no further business the meeting closed at 8.03pm.

Signed .



..... Dated 23/5/14, .....

# WOODCHURCH PARISH COUNCIL

## PLANNING APPLICATION RECORD

### 2014

#### APRIL 2014

- 14/00359/AS 29 Front Road, Woodchurch, Ashford, TN26 3QB  
Replacement of existing casement windows with custom-made double-glazed windows in a traditional flush casement window style using Accoya hardwood  
**There were no neighbourhood consultees for this application**
- 14/00385/AS Janes Cottage, 14-16 Front Road, Woodchurch, Ashford, TN26 3QE  
Erection of a greenhouse in front garden  
**Parish Council: Support**
- 14/00407/AS Replacement of central garage window and brick up two side elevation crittall garage windows. Reduce size of the central crittall window on first floor & replace with wood windows and brick up remaining two side elevation crittall windows replacing existing rear elevation crittall window with wood window  
**Parish Council: Support**

#### Decision Notices received from ABC

- 14/00210/AS 97 Lower Road, Woodchurch, Ashford, Kent TN26 3SG  
Single storey rear extension to create larger kitchen and utility room  
**Borough Council: Permit**