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WOODCHURCH PARISH COUNCIL

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MINUTES 172

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Minutes of the Ordinary Parish Council meeting held in the
Scout and Guide Community Centre Woodchurch, on Thursday 27 August 2020 at 7.00 pm

The Chairman informed the meeting that Mr Wood resigned from the Council following the last meeting. ABC was informed and the notice advertising the vacancy posted.

Mr Jones handed the Chairman a letter of resignation from the Council, to take effect at the end of the meeting. The Clerk will inform ABC and the necessary notices will be posted.

PRESENT:

Mr J West, (Chair), Mrs G Davies, Mr A Baker, Mr A Hukins, Mr N Jones, and Mr W Nash

PARISH CLERK:

Mrs J Batt

BOROUGH COUNCILLOR:

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were no Members of the Public present.

1. APOLOGIES FOR ABSENCE

An Apology for Absence was received from Dr Silcock (prior engagement).

2. APPROVAL OF REASONS FOR ABSENCE

Councillors unanimously agreed Dr Silcock's Reason for Absence.

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

Declarations of Pecuniary Interest

There were no previously undeclared Declarations of Pecuniary Interest.

Declarations of Significant Interest

There were no Declarations of Significant Interest.

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.

To note the granting of any requests for Dispensations and the Decision No such requests received.

4. <u>ACCEPTANCE OF MINUTES</u>

The Minutes of the meeting held on 23 July 2020 were accepted and it was unanimously agreed that Mr West should sign them as a true record of the meeting.

Proposed Mr Hukins

Seconded Mrs Davies

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5. <u>MEETING ADJOURNED FOR PUBLIC PARTICIPATION AND RECOVENED</u> There were no Members of the Public in attendance.

6. PLANNING

Please see attached list.

<u>Discussion regarding any other planning issues within the Parish</u> No items put forward for discussion.

7. MATTERS ARISING

The Clerk reported that PKF Littlejohn had asked for the 2 benches valued at £575 to be included in the accounts for 2018/2019. The figure in the relevant box and column on the Annual Return for 2018/2019 and 2019/2020 was altered and initialled by Mr West. The Clerk will scan the amended copies and email to PKF Littlejohn.

8. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS

Cheque No 18, payable to Mr West for £725 for the purchase of a Hayter Mower, a funnel, fuel and a filter was drawn on 31 July as agreed at the last meeting.

Bank Reconciliation as at last Bank Statement - HSBC

Account Balance		Balance at Bank	
Opening Balance	49853.74	HSBC	101.32
		Lloyds Bank Treasurers	43161.85
		Savings Account	15000.21
			58263.38
Plus Receipts	<u>15078.47</u>	Plus uncleared receipts	0.00
	64932.21		58263.38
Less Payments	9553.31	Less uncleared cheques	2884.48
	55378.90		55378.90

Mr Jones explained the current arrangements for internet banking.

It was agreed to transfer £13000.00 from the Treasurers account to the Savings Account. Mr Jones will do this on behalf of the Council as soon as he gets home, as he has been dealing with Internet Banking. The Clerk will post the forms informing the bank that Mr Faiers, Mr Wood and Mr Jones should be removed as signatories tomorrow and Mr Nash will take over responsibility for operating internet banking on behalf of the Council.

This is to ensure that the Treasurers account does not exceed £50000 when the precept comes in.

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Accounts to be Paid

PAYEE	CHQ NO	NET £	VAT £	GROSS £	DETAILS
Parish Clerk	19	618.32	0.58	618.90	Salary and Expenses
Litter Picker	20	235.66		235.66	Salary
AMJ IT LTD	21	112.80	22.56	135.36	O365 Business Premium
Cantuaria Stonemasons	22	500.00		500.00	Cleaning War Memorial
EDF	23	91.16	4.56	95.72	Pavilion Electricity
CTS Ltd	24	920.53	184.11	1104.64	Gang Mowing

Councillors unanimously agreed to pay the above accounts

Proposed Mr Jones

Seconded Mr Hukins

Earmarked Reserves

Councillors agreed to transfer the balance of £7555 from the Wildflower Meadow to cover the cost of the Play Area and £1.98 from General Reserves to War Memorial to cover the cost of the repointing.

The Earmarked Reserves are now as follows;

	£
Election/Standards Board	3609.24
Wildflower Meadow	NIL
Contingencies	2300.00
War Memorial	350.00
Play Area	7555.00
Trees	1310.00
General Reserves	15568.89
	30693.13

Village Handyman

Resolution: Councillors agreed 5:1 (Mr Nash) to take Grounds Maintenance, previously contracted out to Mr Grabham in house and to draw up a separate Contract of Employment.

The Clerk will ask KALC for advice regarding the Contract of Employment and Job Description.

Mr West will arrange for the Strimmers to be serviced.

Mr West will ensure that ARW Kirk has a licence to dispose of grass cuttings.

Quotation for Work to War Memorial

Resolution: Councillors unanimously agreed to proceed with the work to the War Memorial at the quoted price of £350.00.

Proposed Mr Baker

Seconded Mr Hukins

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Quotation for Work to Play Area

Two quotes were received for the work required to the Play Area:

Company A £10,000.00 – NO VAT

Company B £20,364.00 + VAT

Resolution: Councillors unanimously agreed that Mr Baker should meet with Company A and provided he is satisfied with the outcome of the meeting they agreed to proceed with instructing Company A to undertake the refurbishment. Mr Baker will inform Councillors of the result of his meeting with Company A and they will then instruct the Clerk as to how to proceed.

Policy for Co-option of Councillors

Resolution: Councillors provisionally agreed the content of the Policy with amendments.

Proposed Mr Nash Seconded Mr Hukins

With regard to the current vacancies, Councillors agreed to invite the interested applicants to a meeting on 10 September at the Scout and Guide Community Centre. The meeting will start at 6.00 pm and each candidate will be invited to attend for 20 minutes.

9. FORUM FOR EXTCHANGE OF INFORMATION BETWEEN COUNCILLORS

Although this was not included on the agenda, Councillors brought the following to the attention of the meeting.

The flagpole is leaning

The Employee Interviewing Policy to be included on the next agenda

The Village Clock will be included on the next agenda

The issues regarding the Motorbikes at the Bonny Cravat are being dealt with by ABC

Mr Nash will attend a Zoom Meeting with KALC

Mr Nash will change the locks on the Pavilion

The electrics have been updated in the Pavilion

There being no further business the meeting closed at 8.51 pm.

WOODCHURCH PARISH COUNCIL

PLANNING APPLICATION RECORD

2020

AUGUST 2020

20/00841/AS 43 Front Road, Woodchurch, Ashford, TN26 3SA

LBC Demolition of de-commissioned chimney stack/flue; repair/make good exposed area with matching brickwork and

Peg Tiles; repair 'interrupted' fascia/guttering.

Parish Council: Support - unable to upload comments to website.

20/00937/AS South Of England Rare Breeds Centre, Highlands Farm, Warehorne Road,

Woodchurch, Ashford, Kent, TN26 3RJ

Change of Use of agricultural land to car park (Resubmission of 19/00109/AS)

Parish Council: Support

Willow Cott Farm, Brook Street, Woodchurch, Ashford, Kent, TN26 3SY 20/1001/AS

Prior approval for change of use of building and land from B1(c) light industry to

residential C3 - Renewal of 18/01129/AS

Parish Council: Support

20/01004/AS Diamond House Farm, Brook Street, Woodchurch, Ashford, Kent, TN26 3SY

Conversion of the remainder of the ground floor of a barn to a music studio, and part

of an outbuilding to a home office

Parish Council: Support with the proviso that the music studio is sound proofed

20/01005/AS Diamond House Farm, Brook Street, Woodchurch, Ashford, Kent, TN26 3SY LBC

Works of conversion of the remainder of the ground floor of a barn to a music studio, and part of an outbuilding to a home office to include changes and addition to

fenestration/doors, insulation, repairs to external materials

Parish Council: Support with the proviso that the music studio is sound proofed

Decision Notices received from ABC

19/01378/AS Brook Farm, Brook Street, Woodchurch, Ashford, Kent, TN26 3SR

New access, including gate and fence, new garage, secure store along with games

room over (resubmission of application 10/01363/AS)

Borough Council: Permit

20/00390/AS Land north of 22, Lower Road, Woodchurch, Kent

Variation of conditions 12 & 13 on planning permission 18/01671/AS (Erection of three detached two-storey dwellings together with all necessary infrastructure) to alter

ecological details and approved plans

Borough Council: Permit

20/00774/AS Hendon Barn, Shadoxhurst Road, Woodchurch, Kent
Construction of wood-chip drying building/ facility with associated access and related
hard-standing area.
Borough Council: Permit

20/00844/AS The Chapel, Back Lane, Woodchurch, Ashford, Kent, TN26 3QG Application for variation of condition 5 following grant of planning permission 14/00661/AS to change the windows to the east side elevation from obscure glass to clear glass.

Borough Council: Permit