

WOODCHURCH PARISH COUNCIL

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MINUTES 175

Page 637

Minutes of the Ordinary Parish Council meeting held on Thursday 22 October 2020 at 7.00 pm Via Zoom

PRESENT: Mr A Baker, (Chair), Ms L Bramley, Dr C Silcock,
Mr R Job and Mr W Nash

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLOR: Mr D Ledger via Zoom

COUNTY COUNCILLOR: Mr M Angell via Zoom

MEMBERS OF THE PUBLIC: There were 3 Members of the Public present via Zoom

Mr West submitted his resignation to the Council prior to this meeting. The Notice of Vacancy has been advertised on the notice board and website.

1. **ELECTION OF CHAIRMAN**

Dr Silcock proposed Mr Baker for the position of Chairman. Seconded by Mr Nash.
Unanimous

Mr Baker to sign his Declaration of Acceptance of Office to be witnessed by The Clerk.

2. **APOLOGIES FOR ABSENCE**

An Apology for Absence was received from Mr Hukins (prior commitment).

3. **APPROVAL OF REASONS FOR ABSENCE**

Councillors unanimously agreed Mr Hukins reason for absence.

4. **DECLARATIONS OF INTEREST**

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.

5. ACCEPTANCE OF MINUTES

The Minutes of the meeting held on 24 September were accepted and it was unanimously agreed that Mr Baker should sign them as a true record of the meeting at the earliest opportunity as they are currently with the Clerk.

Proposed Dr Silcock

Seconded Ms Bramley

6. MEETING ADJOURNED FOR PUBLIC PARTICIPATION AND RECOVERED

Councillor Angel KCC reported that KCC had been pushed into a decline of £130 million due to the Pandemic. With a lot of hard work, they hope they have now managed to balance the budget for 2020/2021, but the situation will be worse next year with a £90 million deficit to balance. If unable to balance it the Council will be called into the Government.

Everyone has been working from home during the current crisis.

An area of concern for Woodchurch is that Mr Angell was uncertain as to whether he would be able to honour his promise to grant the Parish Council £5000 towards the cost of refurbishing the Play Area. He hopes to be able to let Councillors within the next few days.

It was approved at KCC that all new housing estates will have to have only a 20mph speed limit. This decision should be handed to the Borough and District Councils within the next week.

Mr Ledger ABC reported that he had been involved with the issues at Kirkwood Avenue and was interested to hear what members have to say.

One major issue is that ABC's Planning Committee has a backlog of 50 applications and can only get through 6 or 7 at a meeting. A report has been put to full council which in effect says that where applications for over 10 houses would have automatically gone to Planning Committee for a decision as such an application would have been considered a Major application, in future, any application for 50 or over is to be considered a major application and anything up to 49 will in theory be determined by Officers. Mr Ledger said that he tried to make the point that even 20 houses constitutes a big development for a village. There is a safety net in that Ward Members can call an application in and he suggests that the members of the Council bear this in mind and lobby the Ward Member to ask for an application to go to Committee if they feel it there will be a mismatch between their wishes and the officers decision. In such circumstances Mr Ledger said he would insist the application went to Committee

With regard to the Front Road application, Mr Ledger said he is waiting with interest to see what happens.

Two members of the public expressed concerns at the flyers posted to the community Regarding the proposed development on Front Road, as they felt that the questions were Worded in such a way as to lead residents to answer in a way that will prejudice future applications. Answers to questions such as "Have you got enough small houses in the village if ticked in the negative would enable the developer to go to ABC with a solution which would deviate from the 2020-2030 Local Plan.

A large development would cause problems when building materials were brought in and there are concerns regarding the fact that the entrance onto Front Road is on a blind bend. It was felt that it was important to spread the message around the village asking people not to answer the questionnaire.

A third Member of the Public reported that the developer for the Lower Road Development has moved the access to the development onto Lower Road which was good news. There had not been any indication in the application that there would be an access from Kirkwood Avenue and it was a shock to residents to see hedges ripped out and wide gates installed. He made a mistake in thinking that the public footpath was his but KCC informed him that he had no right to go over it without dropping the kerb.

The big question is who would develop land which is agricultural. The village will need support from the Parish Council when this happens. The resident echoed the previous comments as far as Front Road is concerned. It would be a disappointment to see 50 houses when a maximum of 10 is in the Local Plan.

The immediate concern again is the survey which is all online and residents fear there is no access to it for anyone who is not able to get online. He agreed that it was important to ask people not to fill the survey in as the results are unlikely to be representative.

The benefits for a development of 50 houses would be for the lane owner, the developer and ABC, but the benefits claimed by the developer to the Community are more spurious and take Account of things such as traffic calming. Surely, we don't want to see the essence of the village changed.

It was suggested that the Parish Council writes to the Borough Council regarding concerns that the survey is not available to all parishioners.

It was suggested that the Parish Councils put up a notice telling people to send their comments to the Parish Council and not to the developer. An article will also be put in the newsletter, although it is too late for this month. The Council should raise their concerns but make it clear that no plans have been received to date.

7. PLANNING

Please see attached list.

Discussion regarding any other planning issues within the Parish

No items put forward for discussion.

8. VILLAGE MATTERS

Children's Play Area

Work started and appears satisfactory. The contractor hopes to complete within next 2 weeks.

It was agreed that the Clerk should leave the cheque book with Mr Baker who will draw a cheque once he and one other councillor have agreed to sign the work off.

150 Club

Remove from Future agenda.

Village Clock

It was agreed to that the Parish Council should send the cheque drawn last month for the maintenance contract, but that we need to clarify who owns the clock and who is responsible for the general maintenance.

The Churchwarden is of the view that the clock was donated to the village and it is the Village Clock.

It was agreed to ask Mr Joss and Mr Wood to pursue the repairs to the clock.

The Clerk was asked to contact Mr Wood and ask him to give us a detailed quote to replace the motor and an indication of how long the existing repair work will last.

Alterations to the Village Hub

The potential upgrade to building to better suit the Parish Council and the refurbishment of the toilet have been discussed over the last months.

Mr Nash met with UK Power with regards to getting a revised quote for the electrics, as the power definitely needs upgrading, but it was agreed to defer the options for the refurbishment for 6 months, although Councillors were asked to bear it in mind during the budget setting process.

Woodchurch Windmill

Mr Baker will contact ABC and report back at the next meeting. Mr Ledger asked to be copied into any correspondence with ABC.

Village Car Park

Mr Nash to prepare the design for the sign.

The Clerk will draft a letter to the gentleman who put the barrier up along the edge of the grass behind the HUB, asking him to gift it to the Parish Council, who will then take responsibility for it.

Spraying The Green

It was agreed to proceed with spraying the Green at a cost of £728.20 + VAT. We need to build this into the budget and seek 3 quotes in future.

Shirkoak Bus Shelter

The Clerk will pass all the details over to Mr Baker who will take this forward.

Mr Nash will obtain quotes for the repair that can be sent to the driver of the vehicle that caused the damage, to be passed on to their insurers.

Remembrance Sunday Events

Any events in the village will be scaled down in line with the current guidelines regarding Covid 19.

Notice Board

Deferred to future meeting

Stench Pipe**Minutes 83 May 2013**

Southern Water confirming that they are responsible for the Stench Pipe received as follows:-

Our Ref: CSMS 3222115 Date: 09 May 2013

Thank you for your e-mail received on 26/04/2013, about the vent situated near Woodchurch Primary School. Our records indicate that this is the property of Southern Water. The vent was repaired on 19 December 2012.

9. MATTERS ARISING

Following the recent resignations from the Council, it was agreed to write to all councillors who have resigned recently to ask them how we may improve in order to avoid future mass resignations.

Mr Baker will take this forward, look at our complaints procedure and where appropriate engage with a neighbouring council to look into any complaints received.

10. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS**Bank Reconciliation as at last Bank Statement - HSBC**

Account Balance		Balance at Bank	
Opening Balance	49853.74	HSB Accounts	66.32
		Treasurers Account	41144.00
		Savings Account	28000.74
			69211.06
Plus Receipts	<u>30644.87</u>	Plus uncleared receipts	0.00
	80498.61		69211.06
Less Payments	<u>20891.67</u>	Less uncleared cheques	9604.12
	59606.94		59606.94

Accounts to be Paid

PAYEE	CHQ NO	NET £	VAT £	GROSS £	DETAILS
M Bissonnette	37				Replace Cheque 35
Mr A Baker	38	139.00	27.80	166.80	Strimmer Servicing
Parish Clerk	39	629.04		629.04	Salary and Expenses
Litter Picker	40	235.66		235.66	Salary
Mr J West	41	19.13	3.83	22.96	Bulbs
PKF Littlejohn	42	200.00	40.00	240.00	Audit Fee 2019/2020
ARW Kirk	43	100.00	20.00	120.00	Green Maintenance
Mr W Nash	44	111.98	22.40	134.38	Computer Memory Upgrade
Cancelled cheque	45				
M Bissonnette	46	10700.00		10700.00	Playground Refurb Balance

Councillors unanimously agreed to pay the above accounts

Proposed Dr Silcock Seconded Mr Nash

Adoption of Externally Audited Accounts

The externally audited accounts have been returned from PKF Littlejohn with the comment that the AGAR was not accurately completed before submission for review. The AGA had to be sent back for amendment.

The reason for the comment was that two benches had been omitted from the Fixed Asset Register in 2018/2019 and the form was amended accordingly.

Resolution: Councillors unanimously agreed to accept the Externally Audited Accounts.

Donation to HUB

To be considered when budget is set.

Budget for 2021-2022

Dr Silcock to arrange a date for Councillors to meet to complete the budget

Internet Banking

Mr Wade is dealing with this matter.

It was suggested that two new members be registered for cheque signing.

The Clerk to be provided with Auditors Access so that she has read only access to the accounts.

Review of Parish Council Policies

Defer to future meeting.

Insurance Arrangements for Contractors

It was agreed to ask Contractors to provide insurance details prior to starting work.

Fixed Asset Register

Nothing to report. The Clerk and Mr Baker and Mr Nash to meet on 29th to finalise this.

Website, Newsletter and Transparency

Mr Nash is continuing to update the website. Dewar Green will no longer host the site.

The December edition of the Newsletter is expected to be the new combined Parish Magazine and Newsletter.

Risk Assessment

Woodchurch in Bloom have put a bridge from old area of Green to new Wildflower Meadow.

The Clerk was asked to write to the committee and ask them to put in a retrospective application to the Parish Council regarding the bridge.

Update on KALC Meeting

Mr Baker to monitor until we have a full council.

Data Protection

Nothing to report.

Green Keeper – Job Description and Contract of Employment

Mr Baker and Mr Nash to take this forward as a matter of urgency.

Replacement Batteries and Pads for the Defibrillator

Mr Nash reported that he had replaced the batteries and pads.

Computer Upgrade

Mr Nash reported that he had replaced the memory, but there are still issues with the computer so he is going to reinstall the operating system.

Date for Zoom Meetings with applicants for Casual Vacancy

A meeting will be organised for the week beginning 23 November.

11. **CORRESPONDENCE/EMAIL CORRESPONDENCE**
Correspondence

Email Correspondence – all forwarded to all Councillors

Gladman

Parishioners re Planning Issues

Hallet & Co re Charities – next meeting

Churchwarden re double yellow lines – Refer PCC to Highways

Woodchurch in Bloom re planters – Mr Nash to investigate. Agreed to 4th planter and 4th raised barrel planter on green

Emails

Emails will be forwarded to Mr Baker who will distribute as he sees fit.

Email Addresses for Councillors

All councillors should have an email address specifically for Parish Council emails.

12. **HIGHWAY ISSUES**

No items for report put forward.

13. **ITEMS FOR INCLUSION ON NEXT AGENDA**

Gladman's Survey

Preparation of Parish Council's contribution to newsletter.

Election of Vice Chairman

Bench Opposite Doctors

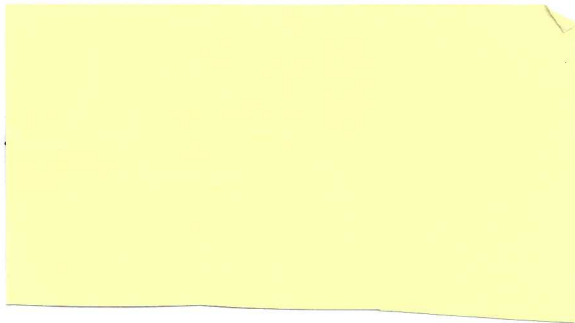
14. **FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS**

Send DPI to Ms Bramley

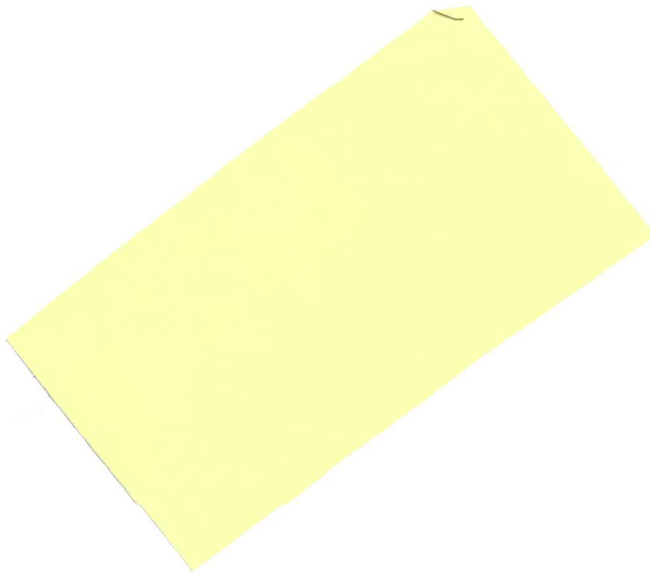
The Clerk to invite tenders for cutting The Green.

There being no further business the meeting closed at 9.01 pm.

Signed..



..... Dated 26/11/2020.....



WOODCHURCH PARISH COUNCIL

PLANNING APPLICATION RECORD

OCTOBER

OCTOBER 2020 *JB*

20/01219/AS Elder Cottage, 42 Lower Road, Woodchurch, Ashford, Kent, TN26 3SG
Lawful Development Certificate - Proposed - replace kitchen door with window/part brick infill; restoration of box sash windows to front elevation; replacement windows
Parish Council: Support

20/01384/AS Newlands, Redbrook Street, Woodchurch, Ashford, Kent, TN26 3QR
Proposed new four bedroom two storey dwelling house.
Parish Council: Support

Decision notices received from ABC

20/00095/AMND/AS Kenfield, Redbrook Street, Woodchurch, Ashford, TN26 3QU
Non material minor amendment on planning permission 20/00095/AS
(Demolition of existing conservatory, proposed first floor side extension, single storey rear extension and infill extension. Front porch. Demolition of existing garage and removal of storage container and erection of replacement garage. Proposed detached part annexe / games room. Removal of redundant agricultural outbuildings with landscaping alterations) to change proposed annexe external wall finish from part brick part horizontal weatherboard to horizontal weatherboard throughout
Borough Council: Amended Plans Approved

20/00840/AS 43 Front Road, Woodchurch, Ashford, TN26 3SA
Demolition of de-commissioned chimney stack/flue
Borough Council: Permit

20/00841/AS 43 Front Road, Woodchurch, Ashford, TN26 3SA Demolition of de-
Listed commissioned chimney stack/flue; repair/make good exposed area with
Building matching brickwork and Kent Peg Tiles; repair 'interrupted' fascia/guttering.
Consent **Borough Council: Grant Consent**

20/1001/AS Willow Cott Farm, Brook Street, Woodchurch, Ashford, Kent, TN26 3SY
Prior approval for change of use of building and land from B1(c) light industry to residential C3 -Renewal of 18/01129/AS
Borough Council: Prior Approval Not Required