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WOODCHURCH PARISH COUNCIL

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MINUTES 181

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**Minutes of the Ordinary Parish Council meeting held
on Thursday 25 March 2021 at 7.00 pm Via Zoom**

PRESENT: Mr A Baker, (Chair), Mrs N Job, Miss E Jones,
Dr C Silcock, Mr A Hukins, Mr R Job, Mr C Molloy and Mr W Nash

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLOR: Mr D Ledger

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 5 Members of the Public present at various times during the meeting

1. **APOLOGIES FOR ABSENCE**

An apology for absence was received from Miss L Bramley.

2. **APPROVAL OF APOLOGIES FOR ABSENCE**

Councillors unanimously agreed Miss Bramley's Apology for Absence.

3. **ELECTION OF VICE CHAIRMAN**

Councillors agreed to defer to this item to the next meeting.

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.

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5. ACCEPTANCE OF MINUTES

Mr Molloy rejoined the February meeting during the discussion about the Car Park under Village Matters.

The Minutes of the meeting held on 25 February 2021 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 Mr Hukins Seconded Mr Molloy

6. MEETING ADJOURNED FOR PUBLIC PARTICIPATION AND RECOVERED

The meeting was opened to the members of the Public present from 7.05 – 7.08 for question and comment.

Councillors agreed to write to County Councillor Angell and thank him for his help and support over the years.

A member of the Public asked the Parish Council to give serious consideration to the offer of land, by the developer of the land north of 14 and 15, Kirkwood Avenue, Woodchurch. A proper access to this land will be required to enable machinery to be used to ensure the orchard is well cared for.

7. PLANNING

Please see attached list.

Discussion regarding any other planning issues within the Parish

Councillors discussed Mr Suggitt’s reply to concerns raised by Councillors at the last meeting, with responses under the various headings as follows:

Application – The application is for a smaller development of 7 bungalows, and in the pre-application from Planning and Development, the broad principle of the proposal would be acceptable.

Highways - Mr Suggitt had a pre-application with Kent County Council Highways, and reported that he can meet all the requirements required, for vehicle access through Kirkwood Avenue.

Foul Drainage - The foul drainage will be connected into the new system for the 3 Plots on Lower Rd, which connect into Lower Rd.

Offer of land to the Parish Council – Reaffirmed

Design of Bungalows - The bungalows will look different due to usage of different types of materials, hand crafted bricks and tiles, with natural slates on the roof.

Street Scene - The properties are bungalows, and are 2 and 3 bedroomed, like Kirkwood Avenue. The plots sizes are in balance with the bungalows in Kirkwood Avenue. **This is disputed by Councillors**

Implied threat - Mr Suggitt wrote that he was being honest, and he wants to be as helpful as he can. He would rather build Plot 1, and use Kirkwood Avenue for access, as he is delaying a sale and income. He said he gave the homeowners of Kirkwood Avenue the opportunity to contact him, within the letter he sent out. He had one response, and the resident had no objection to the proposed development.

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The developer's consultation regarding Bridge Close has gone out and the results will be published next month.

Mr Molloy reported that he had attended Ashford Borough Council's Planning Meeting via Zoom which he found interesting and he also attended an online seminar regarding rural housing and how to finance it. He will forward the link to Councillors.

8. VILLAGE MATTERS

Village Car Park

Resolution: Following a lengthy discussion, it was agreed 5:3 to consult our solicitor in order to clarify the rights of access/use of land on or over the area of land, specified as Village Green, to include the car park to determine whether or not residents have a right of use/access or permissive use/access over the land, which is owned by the Village Green Trust.

Councillors agreed a Sum of Expenditure of £480 to cover both this and the advice sought regarding the Unilateral Notices. See Item 10. Mr Nash to liaise with the solicitor.

Proposed Mr Nash

Seconded Dr Silcock

Woodchurch Windmill

Mr Bailey has been in contact with ABC and will be submitting the report within the next week. The Council has received a reasonable number of responses to the consultation from residents.

Mr Baker asked it to be made clear that at the initial meeting there was no sense that this was a crude disposal. ABC is looking for a positive way forward to ensure the windmill is returned to a good state of repair.

Request by Resident to Plant 2 Trees in Village

Following a request by a resident to plant 2 trees in the Village, Councillors agreed to ask the lady to consult with the Tree Warden on this matter regarding the location and type of tree to be planted and to come back to a future meeting for approval.

The Clerk will inform the resident of the Council's decision.

Front Road Bench

This has now been fully repaired. Mr Jarvis will be asked to paint it. Remove from agendas.

Children's Play Area

Mr Bissonnette carried out some repairs to the surface, caused by the cold weather and the glue not sticking properly, free of charge.

Resolution: It was unanimously agreed that Mr Nash should purchase a pack of 10 fence panels to be kept in the garage and used as necessary. The Agreed upper limit of expenditure was £30.

Mrs Job will create a google spread sheet to be completed by Mr Job following his weekly inspection. It will also be available for other councillors to use should they find something that needs attention.

Village Map and Walks Board Location

Mr Molloy will speak with Mr Kempe and ask for further clarification regarding the content of this board.

Brattle Bus Shelter

The Art Society was approached with a request that they co-ordinate a design for the Tenterden facing wall of the shelter and they agreed in principle, but are unable to take this forward at the moment as they are not meeting due to the Covid 19 Pandemic.

It was broadly agreed that his facility needs to be improved to make it fit for purpose. Councillors were asked to bring some proposals to the next meeting.

9. MATTERS ARISING

There were no Matters Arising not covered on the agenda.

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

Account Balance		Balance at Bank	
Opening Balance	49853.74	Treasurers Account	19785.81
		lus Uncleared Cheques	000.00
			19785.81
		Less Uncleared Payments	4373.00
Plus Receipts	<u>36671.85</u>		15412.81
	86525.59	Plus HSBC Accounts	66.32
Less Payments	<u>43044.38</u>	Lloyds Savings	<u>28002.08</u>
	43481.21		43481.21

Accounts to be Paid

PAYEE	CHQ NO	NET £	VAT £	GROSS £	DETAILS
Salary	72	624.48		624.48	Parish Clerk
Cancelled Cheque	73				
HMRC	74	178.20		178.20	Income Tax
AMJ UK	75	184.80	36.96	221.76	Computer Backup
KALC	76	50.00	10.00	60.00	Councillor Training
ALCC	77	35.00		35.00	Subscription
Salary	78	235.74		235.74	Litter Picker

Councillors unanimously agreed to pay the above accounts

Proposed Dr Silcock

Seconded Mr Hukins



The accounts regarding the Woodchurch Wagon have been received and the remaining balance of £1608.20 has been returned to the Parish Council.

Woodchurch Wagon Expenses

DVSA S17 Licence	11.00	Mins 159
Blue Light Training	3000.00	Mins 162
Ashford Borough Council Recharge	1140.27	Mins 168
Ashford Borough Council Recharge	<u>865.00</u>	Mins 178
	5016.27	

Woodchurch Wagon Repayment to Woodchurch Parish Council

23.12.2019	500.00	Lloyds
24.12.2019	500.00	Lloyds
30.01.2020	140.27	Lloyds
30.11.2020	865.00	Lloyds
25.03.2021	<u>1608.20</u>	Lloyds
	3613.47	

Total cost to Parish Council due to project having to be abandoned due to the Covid 19 Pandemic £1402.80.

With regard to the Football Club, The Clerk asked how much Councillors wished to charge for Pavilion Hire this year as they have not played a full season. It was agreed to charge £250.

An agreement between the Parish Council and the Football Club is still to be drawn up.

Proposed Mr Job Seconded Mr Hukins

Adoption of Updated Financial Regulations

Councillors unanimously approved the Updated Financial Regulation, the Financial Monitoring Policy and the Electronic Banking Policy

Proposed Dr Silcock Seconded Mrs Job

Mr Baker thanked all those involved in the preparation of the documents.

Fixed Asset Register

Mr Nash will finalise and send to the Clerk in time for the Audit.

Risk Assessment

Mr Baker has updated this and made the following comments:
 Bridge on The Green to Wildflower Meadow and measures required
 Dog Litter Bins need new lids
 Waste Bins need repainting – Mr Jarvis
 Village Pump needs refurbishing to slow deterioration – Mr Jarvis
 Flag Pole requires professional inspection and cleaning – Clerk to investigate
 Benches to be monitored by handyman on a monthly basis. – Mr Jarvis
 Anti slip strips and planks to be bolted together.



Insurance

The Clerk has forwarded the receipted invoice for the bus shelter to Came & Co for settlement. They have confirmed that they are trying to reclaim the excess.

Update on KALC Meeting

Mr Baker continues to circulate information to Councillors. He reported that he is delighted that a councillor is to attend a training session.

Mr Ledger reported that the consultation on the MPPF and Design Code ends in 2 days. A group of parishes met to go through the consultation and put some documents together, which they did very well. It was worth putting the time and effort into this.

Parish Council Contribution to Newsletter

Brattle Bus Shelter refurbishment - asking for suggestions from residents
Re-emphasise the request that residents engage with planning portal on proposed developments

Youth Matters

Mr Job reported that he had met a few youths who were pleasant to talk to.

Mr Baker asked Councillors to actively consider way to engage with the youth in a meaningful way.

Village Green Extension – Unilateral Notices

Mr Nash explained that a member of the Bourne Family has placed a Unilateral Notice on the extension to the Village Green, owned by the Parish Council, which means that in the event the Parish Council wishes to sell the land, she will be entitled to a proportion of the value it is sold for. Although it is very unlikely that the Parish Council would ever sell the land, it was agreed to ask our solicitor to challenge this by submitting an equivalent form as the notice would bind the hands of the Parish Council in perpetuity.

It will be up to the lady concerned to confirm why she is entitled to leave her unilateral notice on the land.

At this point we will only be committing to about one and a half hours of the solicitors time. If our form is challenged, then Councillors have the option of contesting or deciding not to proceed but to abide by the notice.

Resolution: Councillors unanimously agreed to ask the Solicitor to challenge the Unilateral Notices placed on the area of land known as the Extension to the Village Green.

Agreed Sum of Expenditure £480 to cover both this and the advice sought regarding Rights of Access. See Item 8. Mr Nash to liaise with the solicitor

Arrangement for APM and APCM

The APM will be held via Zoom at 7pm on 22 April to be followed by ordinary PCM
The APCM will be held via Zoom at 7pm on 4 May to deal with items relating to the APCM.
An ordinary meeting will be held on 27 May to deal with other business.

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11. CORRESPONDENCE/EMAIL CORRESPONDENCE

Correspondence

Residents re Development in Village

Email Correspondence – forwarded to Chairman for distribution

Resident re Tree in Lower Road

Resident re Speed Limit along Bethersden Road

The Big Thin Red Line re Public Liability Insurance – Clerk investigating

Received from PCSO Katherine Richards:

I do apologise, I have tried logging in to the zoom call, it let me in at the start and I saw everyone. Then it threw me out this has happened twice and just keeps throwing me out, I'm so sorry. I have tried again, and it won't let me in. I will chase this up with our side for the next meeting. I just wanted to bring up that I've visited the school at the beginning and end of school this month and spoken to parents in regard to parking, which I will continue to do when I can. I have also spoken to some of the youngsters in the park of an evening, in regards to litter etc... and will continue to keep an eye. It's been lovely catching up with people in the community when I'm out and about. Apologies again for this evening. If there is anything that comes out of today's meeting that I need to know please let me know.

12. HIGHWAY ISSUES/PROW ISSUES

Concerns at Mill Cottage – being considered by the Enforcement Team

Mr Molloy raised serious concerns about flooding along Lower Road

PROW – continuing to monitor stiles and surfaces on paths

Mr Molloy talking to Mr Kempe about the 6 walks being around the village.

Mr Molloy is looking into the ownership of a path where a local resident fell and broke her wrist and into a similar situation at the Windmill where a path was re-routed without permission.

It was agreed that Mr Molloy should formulate a letter to be sent to landowners asking them to make their stiles safe or replace them.

Proposed Mr Nash

Seconded Dr Silcock

13. ITEMS FOR INCLUSION ON NEXT AGENDA

Wellbeing article in newsletter

Miss Jones to write next “Know your Councillor” article

The Big Thin Red Line

14. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

Mr Baker thanked Mr Ledger for his help and support..

There being no further business the meeting closed at 9.13 pm.

Signe



..... Dated

22/04/2021

WOODCHURCH PARISH COUNCIL

PLANNING APPLICATION RECORD

MARCH 2021

- 21/00343/AS Newlands, Redbrook Street, Woodchurch, Ashford, Kent, TN26 3QR
Proposed new four-bedroom two storey dwelling house.
Parish Council: Support 5: Object 2: Abstain 1
- 21/00474/AS Land north of 14 and 15, Kirkwood Avenue, Woodchurch
Erection of 4 x 2 bedroom and 3 x 3 bedroom bungalows and the provision of new public amenity space, together with associated access, parking and landscaping
Parish Council: Deferred to next meeting
Mr Molloy to attend meeting with Borough Councillor Ledger and ABC
Mr Molloy discussed concerns regarding this application with councillors
He will circulate a list of questions and concerns to be put to ABC to Councillors for their comments prior to the meeting on 1 April
- 21/00478/AS Honeysuckle Cottage, Bethersden Road, Woodchurch, Ashford, Kent, TN26 3PU
Proposed replacement dwelling with detached garage.
Parish Council: Support

Decision Notices received from ABC

- 21/00096/AS Berridge Farm, Brook Street, Woodchurch, Ashford, Kent, TN26 3SX
Prior approval of proposed change of use of an agricultural building to one dwellinghouse and associated physical works.
Borough Council: Prior Approval Given
- 21/00131/AS Henden Place, 15 The Green, Woodchurch, Ashford, Kent, TN26 3PF
Repair/replacement of one metre of deteriorated oak timber
Borough Council: Grant Consent
- 21/00138/AS Birch House, 93A Lower Road, Woodchurch, Ashford, Kent, TN26 3SG
Erection of a single storey rear extension
Borough Council: Permit