



WOODCHURCH PARISH COUNCIL

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MINUTES 185

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**Minutes of the Ordinary Parish Council meeting held
on Thursday 17 June 2021 in the Memorial Hall Annexe at 7.00 pm**

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

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLOR: Mr D Ledger via Zoom

COUNTY COUNCILLOR: Mr D Robey until 7.32 pm

MEMBERS OF THE PUBLIC: There were 2 Members of the Public present via Zoom

1. APOLOGIES FOR ABSENCE

Apologies were received from Mr R Job (Personal Reasons).

2. APPROVAL OF APOLOGIES FOR ABSENCE

Councillors unanimously agreed Mr Job's reason for absence.

3. DECLARATIONS OF INTEREST

Declarations of Pecuniary Interest

Ms Bramley declared an interest in application no 21/00624/AS as she lives in Bridge Close.

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.

Update on Correspondence from Resident re Concerns over Declarations of Interest

On Agenda in error.

4. ACCEPTANCE OF MINUTES

The Minutes of the meeting held on 27 May 2021 were accepted and it was unanimously agreed that Ms Bramley should sign them as a true record of the meeting.

Proposed Ms Bramley Seconded Miss Jones

**5. MEETING ADJOURNED FOR PUBLIC PARTICIPATION AND RECOVERED**

The meeting was opened from 7.10 – 7.32 during which time Mr Byrne discussed matters relating to The Big Thin Red Line with Councillors.

Mr Ledger reported that it is business as usual at Ashford Borough Council, although it is difficult to ensure that meetings are as democratic as Councillors would like due to restricted numbers in the Council Chamber. So far one hybrid meeting has been tried.

He reported that he had received some communication regarding Kirkwood Avenue and that the application is still being progressed. He said he will continue to monitor the Bridge Close application. The same Planning Officer is dealing with both Kirkwood and Bridge Close.

Mr Robey submitted the following report:

- Six weeks into the job - a very steep learning curve. KCC employs circa 7000 people, with a net budget of £1 Bn, but a gross budget of circa twice that, so it is a very big beast.
- There have been a lot of induction sessions, with more to come, which have all been very useful. However, as an elected member, at any level of government, which we all are, we all know that once elected, we are responsible for everything from day one and I have had a large number of residents contact me about their concerns which I am in the process of dealing with.
- The meetings so far have all been via Microsoft Teams, but KCC is moving back to face - to - face meetings gradually, in line with government guidance. However, it is likely that some non- statutory meetings will continue using MS Teams.
- I have been appointed Deputy Cabinet Member for Economic Development, and I am in the process of finding out what this will involve.
- I have had a number of discussions with Kent Highways and I sent out some guidance on Parish Highway Improvement Plans (HIPS). If Woodchurch does not have one, then it would be a good idea to put one together, as it enables the Parish to chip away at many small highways requirements over time.
- I also sent out details of KCC Member Grants, which total £16000 for this year. If you let me know what you would like, then I will put it into the system, as I am anxious to spend the money, although I have to spread it around between all seven parishes.
- If you don't already have one, Woodchurch PC should also consider having a shopping list of things that you would like, just in case some monies become available. This might be S106 money, which is an ABC matter, but it could also be that some money from the government, for a specific purpose, is put on the table, which could be via either ABC or KCC. Quite often this happens at short notice, with short deadlines, so having the list to hand obviously helps avoiding missing out.
- I will try and attend all the PC Meetings, but for a short slot. If you need me to come and talk about a particular issue, then I will and if you need some KCC Officer advice, then I will try and arrange this as well, given sufficient notice.
- I can always be contacted by phone or email, if necessary, at any time.

Mr Robey urged Councillors to complete a Highway Improvement Plan.

Problems with the Bethersden Road speed limit request and the Coldblow Byway were discussed.

6. PLANNING

Please see attached list.

Request from Tenterden Town Council for Woodchurch Parish Council to comment on Planning Application No 21/00790/AS

Resolution: Councillors unanimously agreed that they did not feel it appropriate to comment on this application.

Discussion regarding any other planning issues within the Parish

No issues put forward for discussion.

7. VILLAGE MATTERS

Village Car Park

Defer to next meeting.

Woodchurch Windmill

Nothing to report.

Village Maps and Walks Board Location

Four more boards have been suggested. Two adjacent to the car park and two by the meadow @ £610 each. The Project owner to be identified and Councillors will decide whether to support at the July meeting. Formal quotes will be requested.

Renovation of Bus Shelter

Miss Jones reported that she had investigated the grant application process. A letter must to be sent to houses in the vicinity of the bus shelter and to ABC advising of the proposal. Three quotes will be requested along with written support from the bus company.

It was agreed that Ms Bramley and Miss Jones should progress this issue.

Defibrillator Maintenance

Councillors agreed not to take out a professional maintenance contract. The unit is inspected on a weekly basis by Councillor Richard Job or Councillor Nicola Job.

Renovation of Flag Pole

Resolution: Councillors unanimously agreed to instruct the company to repair the Flagpole pole. Although the cost is over £1000 it was agreed to proceed without obtaining a second quote as we will save £150 on the inspection fee if we proceed by 28 June. The Clerk will ask the company to confirm that members of the public will not be able to access the internal halyard.

Proposed Mr Molloy

Seconded Mr Nash

The Clerk will also order a replacement flag.

Request for Memorial Bench on Village Green

Resolution: Councillors unanimously agreed to thank the family and inform them that we do not need any more benches on The Green but would be grateful for one in another location of the village if they were in agreement. If not, it was suggested that they purchase a tree to be planted on The Green.

Electric Car Charging Points

Miss Jones attended a remote meeting on this during the month and sent Councillors a report and video link to the meeting.

Following discussion, it was agreed that Miss Jones should register the council's interest in having 2 charging pods installed on the car park which will be installed and maintained by KCC for 5 years.

8. MATTERS ARISING

There were no Matters Arising not covered on the agenda.

9. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS**Bank Reconciliation as at last Bank Statement**

From May/early June 2020 this should have read

Bank Reconciliation as at last Bank Statement – HSBC and Lloyds

| Account Balance | | Balance at Bank | |
|------------------------|-----------------|-------------------------|-----------------|
| Opening Balance | 45054.62 | Treasurers Account | 28378.48 |
| | | Plus Uncleared Receipts | 000.00 |
| | | | 28378.48 |
| | | Less Uncleared Payments | 1670.94 |
| Plus Receipts | <u>16368.06</u> | | 26707.54 |
| | 61422.68 | Plus HSBC Accounts | 66.32 |
| Less Payments | <u>6646.05</u> | Lloyds Savings | <u>28002.77</u> |
| | 54776.63 | | 54776.63 |

Accounts to be Paid

| PAYEE | CHQ NO | NET £ | VAT £ | GROSS £ | DETAILS |
|--------------|---------------|--------------|--------------|----------------|----------------|
| Salaries | 92 | 623.36 | | 623.36 | |
| Salaries | 93 | 617.95 | | 617.95 | |
| Mr D Jarvis | 94 | 14.30 | | 14.30 | Petrol |
| Satswana | 95 | 150.00 | 30.00 | 180.00 | DPO Services |

Councillors unanimously agreed to pay the above accounts

Proposed Dr Silcock

Seconded Mr Hukins

The Clerk was asked to contact Landscape Services re grass cutting.

Mr Nash will put a direct debit in place for the Pavilion electricity and request a Smart Meter.

The Parish Council contributed £3000 to the Hub in September 2020 and this is currently being used to pay for the toilet cleaning. Arrangements to be reviewed in September.

Request for Donation from The Big Thin Red Line

Following an email from The Big Thin Red Line, Councillors agreed to the group using The Green provided all restrictions in place at the time regarding Covid 19 are met. They also agreed to a marquee being erected for the day and for the group to use the Cricket Pavilion, although the arrangements for the toilets will have to be discussed further. The group will donate towards the cost of any electricity used.

Resolution: Councillors agreed 5:2 to donate £200 included in the budget for donations to other organisations and £100 from reserves to the group to help cover the costs of the event.

Proposed Ms Bramley

Seconded Dr Silcock

IT WAS AGREED TO CLOSE THE MEETING AT THIS POINT DUE TO TIME CONSTRAINTS AND THE FOLLOWING ITEMS WERE ALL DEFERRED TO THE JULY MEETING.

Adoption of Fixed Asset Register

Risk Assessment

Review of the Council's Co-option Policy

Insurance

Update on KALC Meeting

Parish Council Contribution to Newsletter

Youth Matters

Village Green Extension – Unilateral Notices

Proposals for S106 Projects

Children's Play Area – Repairs to Surfacing

Quotations for Replacement Play Area Safety Surface

Provision of Larger Noticeboard

Correspondence/Email Correspondence

Distribution of Emails

Highway Issues/PROW – Mr Molloy reported that PROW are putting a list of work together

Request for Speed Limit along Bethersden Road

Items for Inclusion on next Agenda – By Laws and Location of Bin by Toilet

Forum for Exchange of Information between Councillors

There being no further business the meeting closed at 9.32 pm.

Signed.....

Chair

Dated

22/07/21



WOODCHURCH PARISH COUNCIL

PLANNING APPLICATION RECORD

JUNE 2021

21/00624/AS Land south east of Bridge Close, Appledore Road, Woodchurch, Kent
Development of 33 dwellings, new access, parking and associated landscaping including 40% affordable housing and self build plot(s).

Parish Council: Object.

This application was discussed in some length, when each of the following elements were looked at:

- Potential for overdevelopment of site S62
- Implementation of affordable housing scheme
- Affordable/social dwelling integration layout
- SuDs: Emergency operation of the planned Attenuation Pond
- Foul water drainage Southern Water Capacity Check
- Geotechnical & Geochemical intrusive investigation
- Road adoption plan
- Draft developers S106 plan
- Woodchurch PC to request a S106 agreement
- KCC education department comments (S106?)
- Fencing plan to ensure safety
- Dark Sky's SPD plan
- Carbon neutral action plan
- Road naming programme


It was agreed that a draft holding objection letter would be produced by Mr Molloy, and following councillors review, a final copy emailed to ABC Planning on Monday 21st June.

21/00965/AS 29 Front Road, Woodchurch, Ashford, TN26 3QB
Erection of two storey rear extension

Parish Council: OBJECT on the grounds that the extension will potentially overhang land not owned by no 29. The construction will impact associated hedgerow and associated wildlife. The foundations will extend into the hedgerow and into adjacent land. Councillors believe that the extension will be overbearing and not in keeping with other properties within this conservation area.

21/01007/AS 14 Kirkwood Avenue, Woodchurch, Ashford, TN26 3SE
Single storey rear extension; conversion of garage

Parish Council: Support



21/01024/AS Clappers Mead, Bethersden Road, Woodchurch, Ashford, Kent, TN26 3QL
Demolition of existing extension and construction of replacement single storey extension incorporating existing outbuilding with associated internal alterations and external landscaping works. Internal layout alterations to existing house. Demolition of existing garage with attic and construction of replacement garage and home studio with home office within roof void.

Parish Council: Support

21/01025/AS Clappers Mead, Bethersden Road, Woodchurch, Ashford, Kent, TN26 3QL
Demolition of existing extension and construction of replacement single storey extension incorporating existing outbuilding with associated internal alterations and external landscaping works. Internal layout alterations to existing house. Demolition of existing garage with attic and construction of replacement garage and home studio with home office within roof void.

Parish Council: Support

Decision Notices received from ABC

21/00628/AS Hornbrook Cottage, Appledore Road, Woodchurch, Kent, TN26 3TJ
To erect a 2-bay oak framed garage

Borough Council: Permit

21/00660/AS Ruxley, Susans Hill, Woodchurch, Ashford, Kent, TN26 3RE
Demolition of existing attached garage. Replacement single storey side extension and single storey rear extension.

Borough Council: Permit

21/00703/AS Jarvis Farm, Redbrook Street, Woodchurch, Ashford, TN26 3QT
Single storey side extension

Borough Council: Permit

21/00754/AS Stonebridge Barn, Brook Street, Woodchurch, Ashford, Kent TN26 3SN
Installation of additional Velux rooflight. Construction of double garage with glazed canopy and associated landscaping.

Borough Council: Permit