


# WOODCHURCH PARISH COUNCIL

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MINUTES 187

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**Minutes of the Ordinary Parish Council meeting held  
on Thursday 19 August 2021 in the Memorial Hall Annexe at 7.00 pm**

**PRESENT:** Ms L Bramley,(Chair), Mr A Hukins, Mr C Molloy and Mr W Nash  
Mr P Glasgow (following co-option)

**PARISH CLERK:** Mrs J Batt

**BOROUGH COUNCILLOR:** Mr D Ledger arrived 7.14 pm

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There were 13 Members of the Public present.

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Mrs N Job and Mr R Job (both had a previous engagement), Miss E Jones (family commitment), County Councillor Robey.

**2. APPROVAL OF APOLOGIES FOR ABSENCE**

Councillors unanimously approved Mr and Mrs Job's Apologies for Absence, along with those of Miss Jones.

**3. DECLARATIONS OF INTEREST**

**Declarations of Pecuniary Interest**

Ms Bramley declared an interest in planning application no 21/01284/AS - Land between, 82-120 Front Road, Woodchurch, as she has a family connection.

**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. CO-OPTION OF PARISH COUNCILLOR**

Mr Paul Glasgow introduced himself to the meeting and stated why he wished to stand for the Parish Council.

Mr Molloy proposed Mr Glasgow for the vacant position of Parish Councillor, seconded by Mr Nash Unanimous

Mr Glasgow completed his Declaration of Acceptance of Office and took a Disclosable Pecuniary Interest form to complete and return to ABC within 28 days with a copy for the Council.

Mr Glasgow was then asked whether he had any interest to declare on items on the agenda and he declared that he had none.

**5. ACCEPTANCE OF MINUTES**

The Minutes of the meeting held on 22 July 2021 were accepted and it was unanimously agreed that Ms Bramley should sign them as a true record of the meeting.

**Proposed Mr Hukins      Seconded Mr Nash**

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

The meeting was opened from 7.21 to 8.05 during which time the members of the public present put forward information and critical comments regarding planning application no 21/01284/AS - Land between, 82-120 Front Road, Woodchurch.

A member of the public thanked Councillors for the work they undertake on behalf of the village.

Councillor Ledger added to the comments already made and stated that he would support the Parish Council and the village in their comments to ABC regarding this application.

**7. PLANNING**

Please see attached list.

Councillors agreed the content of a letter to be sent to Butters Davis Grey regarding the proposed development at Kirkwood Avenue. Although the application has been refused, it was felt that a reply should be sent in case the application goes to appeal. Ms Bramley did not comment.

New information has been received on the Bridge Close application. The site has been realigned and the number of houses reduced to 31. The Clerk will ask for an extension to allow this to be discussed at the next meeting.

**8. VILLAGE MATTERS**

**Woodchurch Windmill**

The Committee have received the report but have not had chance to study it.

**Village Maps and Walks Board Location**

**Resolution:** Councillors agreed to the request in principle, but need to finalise the site, investigate the form that the board will take and obtain additional quotes.

Members of Woodchurch in Bloom will be invited to the next meeting.

**Quote from Contractor to Cut Wildflower Meadow**

There was an error on the original quote.

The revised quote is for £ £410 + VAT. A written copy of the quote will be requested.

**Resolution:** Councillors unanimously agreed to accept the quote for this work.

Proposed Mr Nash      Seconded Mr Molloy

**Request from Woodchurch in Bloom to move Banner**

**Resolution:** Councillors agreed to the request from WinBloom to move their banner to the entrance to the Wildflower Meadow. The Clerk will email WinBloom to inform them.

Proposed Mr Molloy      Seconded Mr Hukins

**Windmill Path Tidy – Parish Council Support Requested**

**Resolution:** Following discussion, Councillors agreed to support WinBloom in contacting landowners if needed, fund the clearance of waste up to £50, and mention the project in the newsletter.

Proposed Mr Nash      Seconded Mr Glasgow

**Renovation of Bus Shelters**

Defer until Miss Jones is in attendance.

**Electric Car Charging Points - Decision as to whether to contribute to cost**

Defer until Miss Jones is in attendance.

**Request for Handrail on Steps down to Village Green**

The Clerk will obtain quotes for a timber handrail.

**Request re Front Road Bus Stop**

Miss Jones reported, via email, during the month that she had logged the request via the KCC Portal and had asked an officer to visit the bus stop and consider any improvements that might be possible such as a dropped kerb and making it safe.

**Request to use Green for Woodchurch 10 and 5 Mile Running Event 24<sup>th</sup> October**

**Resolution:** Councillors unanimously agreed to this request. The organisers will be asked to forward a copy of their insurance and Risk Assessment to the council

Proposed Mr Molloy      Seconded Mr Glasgow



**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 and Lloyds**

Account Balance		Balance at Bank	
Opening Balance	45054.62	Treasurers Account	25709.71
		Plus Uncleared Receipts	000.00
			<b>25709.71</b>
		Less Uncleared Payments	3030.38
Plus Receipts	16368.52		<b>22679.33</b>
	<b>61423.14</b>	Plus HSBC Accounts	66.32
Less Payments	10674.26	Lloyds Savings	28003.23
	<b>50748.88</b>		<b>50748.88</b>

**Accounts to be Paid**

PAYEE	CHQ NO	NET £	VAT £	GROSS £	DETAILS
Salaries	101	622.56		622.56	
Salaries	102	502.67		502.67	
Mr D Jarvis	103	43.20	6.00	49.20	Petrol and Paint
PKF Littlejohn	104	200.00	40.00	240.00	External Audit
Windsock Company Ltd	105	1235.00	247.00	1482.00	Flagpole Renovation
Mr W Nash	106	18.78	3.76	22.54	Glass for Pavilion

**Councillors unanimously agreed to pay the above accounts**

**Proposed Ms Bramley**

**Seconded Mr Hukins**

**Adoption of Fixed Asset Register**

To be adopted in September.

**Proposals for S106 Projects**

Councillors to bring proposals to next meeting.

**Children's Play Area – Plan for Fence Maintenance and Contact Detail in PC Newsletter**

Materials for repair are available in the Pavilion. Keys to the Pavilion are in the HUB safe.

**Bye Laws**

**Resolution: Councillors unanimously agreed to adopt the amended Bye Laws.**

The members of the Parish Council thank Councillor Nash for the hard work he put in to revising the Bye Laws. A lot of work was involved, and it is much appreciated!

**Proposed Ms Bramley**

**Seconded Mr Molloy**

VB

Councillors also unanimously agreed the following costs for signage relating to the updating of the Bye Laws:

**Bye Laws Signs – HUB, Pavilion, Lower Road**

3 x 450 x 600 mm signs @£44 each = £132

**Car Park Entrance, Lamp Post, Play Area Signs**

3 x A3 @£47 each = £141

**Public Toilet Arrow Sign – for lamp post**

1 @£15 = £15

**Posts for Lower Green Bye Laws Sign**

2 @£33 = £66

**Post Fitting Clamps**

4 @£4 = £16

**Miscellaneous Costs**

£30

**Total Cost £400     Mr Nash to order the signs on behalf of the Parish Council**

**Proposed Mr Molloy**

**Seconded Mr Glasgow**

**Parish Council Contribution to Newsletter**

Windmill Path Tidy

Village Green Warden

Country Code

Response to Front Road application

Flag Technician

New Councillor

Parish Council Vacancy

Car Park Signs

Bye Laws

**11. CORRESPONDENCE/EMAIL CORRESPONDENCE**

Victim Support

Elan City

Resident re Bridge Close

**Email Correspondence**

Residents re Village Green Cutting

Residents re Electric Car Charging Points - Shirkoak

Resident re Planning Applications

Residents re Blocked Right of Way – Mr Molloy investigating

Residents re New Road Sign - Next Agenda

Resident re Advertising Football Club – Agreed an A5 notice can be posted on Lower Rd/  
Front Rd notice board

PCC re Faculty Application – Next Agenda

Residents re Speeding Cars on Brook Street – Next Agenda

Stagecoach re Bus Shelter

Bus stop re Kirkwood – To be dealt with via HUB

Resident re Village Car Park

B

Resident re Village Green steps – Resident to be thanked for his email but the Clerk will explain that this is a Health and Safety Access issue. He will also be informed that the confusion regarding the erection of a phone mast has been dealt with

**Received from County Councillor, David Robey**

The government has just released its new Broadband Strategy, with £5 bn up for grabs to improve broadband connectivity in the UK and KCC is currently considering how to get the best out of this for Kent.

The way that KCC is involved with healthcare provision is changing, with the government's new NHS Integrated Care System approach and this is likely to allow much more direct influence by KCC on how healthcare generally is delivered in Kent, to the benefit of residents. I have sent out details of the Reconnect LCPG Grant Scheme, which is designed to support children and young people coming out of the COVID restrictions. Grants of between £1000 and £5000 are available. There are likely to be two further bidding rounds, in Autumn 2021 and Spring 2022. You should contact [reconnect.kentcyp@kent.gov.uk](mailto:reconnect.kentcyp@kent.gov.uk) for more information and to submit an application.

The government has published a new National Bus Strategy and KCC is putting together a submission, as part of a bid for bus services in Kent. The intent of the NBS is to improve bus services in various ways, which is something that we can all agree with, but the devil is in the detail and a number of aspects of the proposals remain unclear. There will also be less time for consultation than normal, owing to the timescales which are being set by government. I am rapidly committing my Member Grant, so if you would like something, please let me know without delay.

**Review of Distribution of Emails**

Defer to future meeting.

**12. HIGHWAY/PROW ISSUES**

No items to be reported.

**13. ITEMS TO BE INCLUDED ON THE NEXT AGENDA**

Adoption of Externally Audited Accounts  
Meeting to be closed to discuss legal issue  
Donation to Charity  
Queen's Platinum Jubilee Celebration  
5-a side Football Goals

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

There being no further business the meeting closed at 10.03 pm.

Signed

Chair

Dated

23/09/21



# WOODCHURCH PARISH COUNCIL

## PLANNING APPLICATION RECORD

### AUGUST 2021

- 21/01220/AS Upper Field House, The Green, Woodchurch, Ashford, Kent, TN26 3PB  
Re-design of approved & partially constructed detached double garage with attic above (revision to that approved under 16/01604/AS)  
**Parish Council: Support**
- 21/01284/AS Land between, 82-120 Front Road, Woodchurch  
Outline planning application with all matters reserved except for access into the site - For the erection of up to 40 dwellings (including affordable housing), structural planting and landscaping, informal public open space and children's play area, surface water flood mitigation, vehicular access point and associated ancillary works  
Ms Bramley left the room and the discussion on this application was chaired by Mr Hukins  
**Parish Council: STRONGLY OBJECT**  
**A letter formulated by Councillors was read out to the meeting and Councillors unanimously agreed to forward it to ABC.**
- 21/01424/AS Harlakenden Farm, Plurenden Road, Woodchurch, Ashford, Kent, TN26 3PS  
The re-use and conversion of redundant agricultural buildings into 4no. dwellings, with associated parking, garden land and landscape and biodiversity enhancements.  
**Parish Council: Support**
- 21/01462/AS Oakhurst Farm, Brook Street, Woodchurch, Ashford, Kent, TN26 3SX  
Single storey replacement side extension; new porch; new chimney; raising of garden wall and relocation of garden gate  
**Parish Council: Support**
- 21/01463/AS Oakhurst Farm, Brook Street, Woodchurch, Ashford, Kent, TN26 3SX  
Removal of existing lean-to and erection of replacement single storey side extension with internal alterations, provision of an external chimney stack, new porch to boot room, reinstatement of window and lightwell to cellar, and tanking and repairs to cellar room. Reinstatement of tile hanging to west elevation; timber weatherboarding to boot room on east elevation. Removal of well head structure in the garden.  
**Parish Council: Support**

**Decision Notices received from ABC**

21/00031/AS Six Bells Inn, Bethersden Road, Woodchurch, Ashford, Kent, TN26 3QQ  
Single storey rear extension to provide dining area to existing public house  
**Borough Council: Permit**

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  
**Borough Council: Refuse**

21/00659/AS Grove Farm, Redbrook Street, Woodchurch, Ashford, Kent, TN26 3QS  
Retention of replacement stables and associated storage building and relocation of manege in association with continued equestrian use including provision of serviced livery.  
**Borough Council: Permit**

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.  
**Borough Council: Refuse**

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.  
**Borough Council: Refuse**