

# WOODCHURCH PARISH COUNCIL

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**Minutes of the Ordinary Parish Council meeting held  
on Thursday 23 September 2021 in the Memorial Hall Annexe at 7.00 pm**

**PRESENT:** Ms L Bramley,(Chair), Mrs N Job, Miss E Jones, Mr P Glasgow  
Mr A Hukins and Mr C Molloy

**PARISH CLERK:** Mrs J Batt

**BOROUGH COUNCILLOR:**

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There were 6 Members of the Public present.

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Mr R Job (illness), Mr W Nash (previous engagement), Borough Councillor Mr D Ledger and County Councillor Mr D Robey

**2. APPROVAL OF APOLOGIES FOR ABSENCE**

Councillors unanimously approved Mr Job and Mr Nash's Apologies for Absence.

**3. DECLARATIONS OF INTEREST**

**Declarations of Pecuniary Interest**

Ms Bramley declared a Pecuniary Interest in planning application no 21/00624/AS – Land South East of Bridge Close, Appledore Road, Woodchurch, Kent as she lives in Bridge Close

**Declarations of Significant Interest**

Mr Molloy declared a Significant Interest in Planning Application no 21/01599/AS, 22 Lower Road, as he knows the applicant.

**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. ACCEPTANCE OF MINUTES**

The Minutes of the meeting held on 19 August 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 Miss Jones**

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

The meeting was opened from 7.09 to 7.30 for questions and comment. Addressed under other agenda items

**6. PLANNING**

Please see attached list.

**Public Meeting**

It was agreed that a working party would be established re large planning applications and that the requirement for a Public Meeting with regard to the Gladman Proposals will be discussed again, following receipt of more information should an outline planning application (with all matters reserved except for access into the site), be allowed to go forward by ABC.

**Working Group to deal with Planning Applications**

See above.

**7. VILLAGE MATTERS****Woodchurch Windmill**

Defer until Mr Nash is at the meeting.

**Village Maps and Walks Board Location**

Councillors unanimously agreed to support the installation of the board. The location of the board to be discussed at a later date.

The cost of the board to be taken from reserves.

Two quotes have been received for the board:

Quote 1 Composite Aluminium Board £465 installed with optional topper board £585

Quote 2 Wooden Board £705.40.

**Resolution: Councillors agreed to accept Quote 1 without the topper board  
4:1 against :1 abstention at a cost of £465.10.**

Councillors were submitted with updated designs for Village Map and Walks artwork.

**Quote from Contractor for Timber Handrail**

We have not received any quotes for this project.

Councillors will speak to carpenters in the village to see if they would be prepared to quote.

**Windmill Path Tidy – Update by Councillor Jones re Landowners**

Councillors agreed to support Woodchurch in Bloom regarding this project, which will take place on 2 and 3 October.

The ownership of the path is in question and Mr Molloy is to go to KCC and look at the definitive map. Drainage also remains an issue.



The project will be promoted using a flyer to be delivered to houses in the area and warning signs will be put at either end of the path for the duration of the work.

#### **Renovation of Bus Shelters**

Our application for a replacement bus shelter in Brattle is still pending. Decision making by KCC has been delayed on this project and they anticipate we will have an update on the outcome by early October.

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

**Resolution:** Councillors unanimously agreed to contribute £1000 to the project.

#### **Request re Front Road Bus Stop**

Officers from KCC have inspected the bus stop outside the Doctors surgery on Lower Road. They consider this bus stop to be inaccessible to those with mobility issues. The paving slabs were not added by KCC and do not form part of the original bus stop. This item will form part of our Highway Improvement Plan which will be discussed with David Robey of KCC.

#### **Request for Bench on Village Green**

Following another email from the family of a gentleman regarding the installation of a bench in his memory, Councillors agreed that at this moment in time our policy is not to add any more benches to the Village Green. It was suggested that the family contact with the PCC as there may be an opportunity for them to donate a bench to the churchyard.

#### **Queens' Platinum Jubilee Celebration**

Councillors agreed to set up a working group to oversee these celebrations. Mr Molloy and Mr Hukins will organise the group.

#### **Village Green Flag Advisor**

**Resolution:** Councillors unanimously agreed to ask Mr Emery to take on the role of Village Green Flag Advisor. Mr Molloy offered to work with him.

#### **Green Space Consultant**

**Resolution:** Councillors unanimously agreed to ask Mr Buckley to take on the role of Green Space Consultant.

### **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 – HSBC and Lloyds**

<b>Account Balance</b>		<b>Balance at Bank</b>	
Opening Balance	45054.62	Treasurers Account	24126.33
		Plus Uncleared Receipts	000.00
			<b>24126.33</b>
		Less Uncleared Payments	2806.58
Plus Receipts	<u>16368.52</u>		<b>21319.75</b>
	<b>61423.14</b>	Plus HSBC Accounts	66.32
Less Payments	<u>12033.84</u>	Lloyds Savings	<u>28003.23</u>
	<b>49389.30</b>		<b>49389.30</b>

**Accounts to be Paid**

<b>PAYEE</b>	<b>CHQ NO</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS £</b>	<b>DETAILS</b>
Salaries and Expenses	107	637.72		637.72	
Cancelled Cheque	108				
Salaries and Expenses	109	554.53		554.53	
Woodchurch Scout and Guide Hall	110	20.00		20.00	Rent
ARW Kirk	111	410.00	82.00	492.00	Grass Cutting
EDF	112	106.98	5.35	112.33	Pavilion

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

**Proposed Ms Bramley      Seconded Miss Jones**

**Adoption of Externally Audited Accounts**

**Resolution: Councillors unanimously agreed to adopt the Externally Audited Accounts as received back from PKF Littlejohn. The relevant paperwork and notices have been published on the notice board.**

**Proposed Mr Glasgow      Seconded Miss Jones**

**Adoption of Fixed Asset Register**

Defer to future meeting.

**Proposals for S106 Projects**

It was agreed to request suggestions via the newsletter.

**Parish Council Contribution to Newsletter**

Quotes for Handrail  
Jubilee Celebrations  
Section 106 Projects  
Windmill Path Clearing  
Know your Councillor  
5-10 Mile Run  
Highway Issues

**Proposed Closure of HSBC Account**

**Resolution: Councillors unanimously agreed to close the HSBC Account.**

Mr Hukins will contact the bank to arrange this.

**Proposed Ms Bramley      Seconded Mr Molloy**

**Donations to Charity**

Defer to future meeting.



**5-a Side Football Goals**

The goals will be removed and stored in the mower shed. Funding for a replacement will be discussed at a future meeting.

**PCC Faculty Application**

The Parish Council does not have any land to offer for a cemetery and Councillors agreed with the proposal put forward by the PCC.

The Clerk will ask whether the PCC will look at geophysical mapping.

**Purchase of Fire Extinguishers for Pavilion**

Ms Bramley will discuss further with Mr Nash. It was unanimously agreed that they should order the fire extinguishers prior to the next meeting, if they consider it necessary to ensure that the Pavilion complies with fire regulations.

**Request for Financial Assistance towards Lunch for Senior Citizens**

The lady will be asked to request funding from The Windmill Trust.

**Archiving Documents**

Deferred until next meeting. Councillors are satisfied that the documents are secure in the Clerk's home office.

**10. CORRESPONDENCE/EMAIL CORRESPONDENCE**

Clerk and Councils Direct

**Email Correspondence**

**The following was received from Borough Councillor, Mr David Ledger:**

Things have been a bit quiet through the summer with some ABC meetings cancelled. Overview and Scrutiny only cancelled one meeting and are back to monthly. I have been involved with their Task Group investigating Section 106, we recently invited three parishes to attend a virtual meeting on their views. There is an October meeting to finalise the report which will go to November O&S. I have recently been invited to join the Climate Change Committee which will be an interesting challenge.

Hopefully see everyone at the October meeting.

**County Councillor, Mr David Robey submitted the following report:**

KCC is looking at budgets from now to mid -2025 and things look likely to be tight, in terms of the services required and the money to fund them

The A2070 was discussed at length at the Ashford JTB on Tuesday, 7<sup>th</sup> September. A speed survey has been carried out on the whole length of the road from Ashford to Brenzett, with no speeding issue found. The focus going forward will be on the stretch of the road from the Clover Leaf Roundabout to the Bridgefield Roundabout, where we are hoping to try and make the whole section 50 mph and also look at what can be done to reduce motorcycle noise levels. The government is asking local government to come up with suggestions for what they would like to do in what areas, if more powers were delegated to them. This is called a County Deal

and KCC is working on proposals, in consultation with the District and Borough Councils in Kent and Medway Unitary. A key focus is likely to be on infrastructure, in its various forms.

KCC is looking at how to improve the situation with litter and fly -tipping across Kent. This is a complex issue, but is likely to result in litter -picking and the money to do this, being delegated to Parish Councils and similar bodies, on the subsidiarity principle. There are serious skills shortages across Kent, in a wide range of areas, including the full - range of jobs, which, alongside shortages of many materials, is holding back economic recovery and is therefore a key focus for KCC and the government.

**Received from PCSO Katherine Richards**

Please accept my apologies for not attending this evenings meeting due to my shifts. If there is anything that comes up from this evening meeting, please let me know.

**Update**

The other Tuesday I meet up with KCC Warden Kathy Carter in the village at the community hub and it was lovely to catch up and speak to some of the villiagers.

We are looking at continuing this in the village on the 2<sup>nd</sup> Tuesday of the month .

Dates : Tuesday 12<sup>th</sup> October – 13:00 – 15:00  
Tuesday 9<sup>th</sup> November – 13:00 – 15:00  
Tuesday 7<sup>th</sup> December – 13:00 – 15:00

This I will also advertise in my next monthly newsletter.

This is a an opportunity for councillors, ,other members of the village to pop in and meet me and Kathy or if there is any help or advise they need.

I am doing this in some of my other parishes as well, as I'm not always able to attend meetings due to my shifts and other commitment.

Please continue to share my newsletter.

**11. HIGHWAY/PROW ISSUES**

**Requests for Speed Limit along Bethersden Road**

An altered speed limit is not possible. There is insufficient crash data along this road to prompt KCC into changing the limits. However, one part of Bethersden Road (when approaching the bend near Susans Hill/the School) is on the Highway Improvement Plan which is pending and to be investigated further with KCC. Councillors believe that the safety and visibility of this area can be improved, particularly as the school is located here.

**Speeding Cars on Brook Street**

As above there is insufficient crash data on this road to warrant a change in the speed limit. A particular hotspot has been highlighted on our Highway Improvement Plan spreadsheet and some remedial action has been taken by KCC which Councillors believe improves safety (at the bottom of Susans Hill - see spreadsheet). However, this hotspot remains under discussion with KCC.



**Highways Spreadsheet**

Miss Jones asked Councillors to highlight any issues that they come across to enable the spreadsheet to be populated further.

**Public Rights of Way**

The access issue at Brattle has been resolved and ABC is to realign fencing.

Some of the paths around the village have been improved under the Covid Grant scheme.

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

Defibrillator at Six Bells Park

5-a-side Goals

Purchase of a Union Jack

Fire Extinguisher Update

Woodchurch Windmill

Christmas Lights

Memorial Plaques

Consider moving Highways/PROW further up the agenda

Councillors to prepare their 'Know your Councillor' contribution for the newsletter

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

Councillors did not bring any items to the attention of the meeting.

**14. RESOLUTION TO CLOSE MEETING**

**Resolution:** Pursuant to section 1 (2) of the public bodies (Admission to Meetings Act 1960), it is resolved that members of the public be excluded from the next agenda item as it concerns matters of a legal nature

**Proposed Mrs Job      Seconded Miss Jones**

The Clerk reported that the wording on the Notice of Vacancy had been incorrect. This has now been rectified.

She also reported that she had found some clerical errors in the documents she was archiving that had not been picked up by herself or Councillors at the time of printing. It was agreed that a note explaining the error should be made on the documents for the benefit of future clerks/councillors.

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

Signed.....



Chair

Dated .....

28-05-21

# WOODCHURCH PARISH COUNCIL

## PLANNING APPLICATION RECORD

### SEPTEMBER 2021

- 21/0624/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).  
**Chaired by Mr Hukins**  
**The description should read 31 dwellings not 33.**  
**Parish Council: Maintain holding objection subject to satisfactory answers to questions raised.**  
**Councillors will reply to letter from dha on behalf of Millwood Designer Homes dated 17 September.**
- 21/01490/AS Balcony Farm, Haycross Lane, Woodchurch, Ashford, Kent, TN26 3TF  
Prior notification for proposed change of use of existing agricultural barns and land within their curtilage to form three smaller and two larger residential dwellings with associated operational development  
**Parish Council: OBJECT on the following grounds:**  
**Concerns regarding access/egress onto the narrow lane**  
**Concern about the effect on the Public Right of Way**  
**Inadequate drainage**  
**Width of Road**  
**Creation of homes en bloc outside of village**  
**Concern about the poor visibility when turning into Brook Street**  
**Concern about the effect on Woodchurch's Dark Sky**
- 21/01545/AS Barn Owl Lodge and Sparrowhawk Studio, Brook Street, Woodchurch, Ashford, Kent, TN26 3SX  
Erection of 2 garages for residential use and change of use of land to residential  
**Parish Council: No Comment due to lack of clarity in the planning application**
- 21/01599/AS 22 Lower Road, Woodchurch, Ashford, Kent, TN26 3SQ  
Erection of a garage for car charging  
**Parish Council: Within the objection raised it notes that the neighbours sewage goes under the garage and councillors would like clarification as to whether this is the case before making a decision**
- 21/01615/AS 66 Front Road, Woodchurch, Ashford, TN26 3SA  
Two storey extension; Two dormer windows; Erection of a new outbuilding; Elevational alterations to the existing dwellinghouse; Extension to the chimney flue  
**Parish Council: Support**



**Decision Notices received from ABC**

- 21/00223/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: Grant Consent**
- 21/01213/AS Hillside Farm, Georges Hill, Woodchurch, Ashford, Kent, TN26 3RQ  
Proposed replacement of attached residential single storey building to rear of dwelling  
with new single storey rear extension  
**Borough Council: Permit**