

WOODCHURCH PARISH COUNCIL

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MINUTES 194

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**Minutes of the Ordinary Parish Council meeting held
on Thursday 24 March 2022 in the Memorial Hall Annexe at 7.00 pm**

PRESENT: Mr A Hukins,(Chair), Miss E Jones (arrived 7.20), Mrs L Quinn,
Mr P Glasgow and Mr C Molloy

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLOR:

COUNTY COUNCILLOR: Mr D Robey

MEMBERS OF THE PUBLIC: There were no Members of the Public present.

1. APOLOGIES FOR ABSENCE

Apologies were received from Ms L Bramley (Covid), Mr W Nash (prior engagement),
Mrs N Job and Mr R Job (Personal reasons) and
Borough Councillor, Mr D Ledger

2. APPROVAL OF APOLOGIES FOR ABSENCE

Councillors unanimously approved the above absences.

3. DECLARATIONS OF INTEREST

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

Mr Glasgow declared a Significant Interest in Planning Application no 21/1926/AS and
22/00286/AS.

Mr Hukins declared a Significant Interest in Planning Application no 22/00325/AS and
22/00354/AS and 22/00286/AS.

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 24 February 2022 were accepted and it was unanimously
agreed that Mr Hukins should sign them as a true record of the meeting.

Proposed Mr Glasgow Seconded Mrs Quinn

5. MATTERS ARISING

The Resolution to Close the meeting was again deferred. Ms Bramley is to contact KALC to discuss the issue that this related to and report back at a future meeting.

Councillors agreed to apply for 10 trees from ABC.

6. MEETING ADJOURNED FOR PUBLIC PARTICIPATION AND RECOVERED

The meeting was opened to the Members of the Public present from 7.11 – 7.31 during which time County Councillor Robey reported the following:

The County Council has agreed the budget, but finances are tight which is why some bus services are to be cut. The Government asked, via the National Bus Strategy for proposals as to how to get more people to travel by bus.

There have been some problems with special educational needs transport. KCC is addressing this.

With regards to the redundancies made by P & O at Dover. KCC and Dover District Council have written to Rishi Sunak and copied other ministers asking them to try to get P & O to reinstate the workers. KCC and Dover District Council are trying to assist with re-employment opportunities for those made redundant

The situation in Ukraine is fast moving. The KCC is responsible for safeguarding refugees. There are also other issues which still need to be resolved by Government.

County Deals Levelling Up remains a complicated and ongoing issue. The document is 375 pages long and it is still not clear exactly what is intended.

The Land Commission consultation is very important. KCC needs the response in order to help Councillors prepare a document which can be used when planning applications are determined.

KCC is hoping there will be an agreement to put Rolls Royce reactors into Dungeness. This will be a big boost for green energy.

Kent Highways is to be given powers to enforce traffic laws and it is hoped that this will help with the issues of lorries causing problems along Coldblow.

The Highway Improvement Plan is a work in progress.

The grant towards the Carnival will now come out of Councillor Robey's budget for 2022-2023.

7. PLANNING

Please see attached list.

It was noted that there is nothing to report regarding the Kirkwood or Bridge Close developments.

8. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS

Bank Reconciliation as at last Bank Statement – HSBC and Lloyds

<u>Account Balance</u>		<u>Balance at Bank</u>	
Opening Balance	45054.62	Treasurers Account	25963.62
		Plus Uncleared Receipts	000.00
			25963.62
		Less Uncleared Payments	1450.17
Plus Receipts	<u>33255.44</u>		24513.45
	78310.06	Plus HSBC Accounts	56.32
Less Payments	<u>25735.19</u>	Lloyds Savings	28005.10
	52574.87		52574.87

Accounts to be Paid

<u>PAYEE</u>	<u>CHQ NO</u>	<u>NET £</u>	<u>VAT £</u>	<u>GROSS £</u>	<u>DETAILS</u>
Salaries and Expenses	138	624.32		624.32	
Salaries and Expenses	139	434.68		434.68	
EDF	140	172.54	8.63	181.17	Pavilion Electricity
WCIE	141	545.00		545.00	Website Hosting
Castle Water	142	142.65	25.16	167.81	Pavilion Water

Councillors unanimously agreed to pay the above accounts.

As only one signatory was present at the meeting Mr Hukins took the cheque book to take to Mr Nash for countersigning.

Councillors noted the payment to Viking Signs paid via the Parish Council Debit Card for £661.16 + VAT £132.23. Total cost of signs for the village £793.39, along with a payment of £83.96 for the lock for the play area gate.

Proposed Mr Glasgow Seconded Mrs Quinn

Archiving of Old Documents - Amendment to Agenda for information

Nothing to report.

Adoption of Fixed Asset Register

Mr Nash and the Clerk are continuing to update the register in preparation for adoption.

Adoption of Budget for 2022-2023

Resolution: Councillors unanimously agreed to adopt the budget. See attached.

Proposed Mr Glasgow Seconded Miss Jones

Purchase of a Beacon

Three companies submitted quotes for the Wooden Post

Company A – Green Oak	£700.00 + VAT	Delivery Charge	£100 + VAT	
Company B – Green Oak	£400.00 + VAT	Delivery Charge	£25 + VAT	
	Douglas Fir	£250.00 + VAT	Delivery Charge	£25 + VAT
Company C – Green Oak	£973.07 + VAT	Delivery charge	£50 + VAT	

Two companies submitted quotes for the Basket

Company A – Black Iron, Painted	£950.00 + VAT	Delivery	£25 + VAT	
	Stainless Steel, Painted	£1725.00 + VAT	Delivery	£25 + VAT
Company B –	£1300.00 + VAT	Delivery	£25 + VAT	

Resolution: It was unanimously agreed to accept the quote from Company B for a Green Oak Wooden Post at a cost of £400 + £80 VAT.

Resolution: It was unanimously agree to accept the quote from Company A for the Beacon at a cost of £950.00 + £190 VAT.

The total cost of the Beacon is £1400 + £280 VAT.

The expected cost for cement is approximately £80.

As a 25% deposit has been requested by the company manufacturing the beacon, it was unanimously agreed that Mr Nash should be asked to pay this using the Parish Council debit card.

The Carnival Committee is to donate £500 towards the cost of the beacon.

Councillors will need to find someone to install the beacon once it is delivered.

Proposed Miss Jones Seconded Mrs Quinn

Hub/Toilet Funding

All contracts are to be migrated over to the Parish Council as they come up for renewal. The proposed budget has been reduced accordingly and the HUB grant is to be replaced with an item in the budget for the Parish Council Office operation, details to be agreed as part of next year's budget.

Grass Cutting Tender – Schedule of Cuts from KCC

Received and forwarded to Councillors. The grass to be cut every 2 weeks.

Setting up Direct Debit for EDF

The Clerk sent Mr Nash the details to enable him to set this up.

Castle Water/Pavilion Water Meter – Update from Councillor N Job

Mr Nash has the Direct Debit Mandate to complete and return.

Policy for Banners around Village

Councillors to send their thoughts to Mr Nash prior to the next meeting

Policies

Defer to next meeting.

Condition of Woodchurch Village Sign and Other Signs

The bye-law signs are being reprinted due to an issue with the quality.

The play area sign will be erected in the next week or so.

Quotes have been requested for the Millennium sign restoration.

Emergency Contacts

Defer to next meeting.

Village Map

This is being progressed.

Noticeboards

Nothing to report.

Closure of HSBC Accounts

Mr Hukins is still trying to progress this issue but has been having significant issues with HSBC. He has a call booked for 14 April which is the earliest date they could offer him to speak with the Dormant Accounts Department.

It was noted that we are now paying a £5 bank charge each month on all HSBC accounts.

Play Area

Mr Nash will be asked to progress the repair of the gate lock with the company who originally fitted the gate.

It was agreed to defer discussions on surfacing the pathway to the area until the next meeting.

Website Costs

The invoice from the HUB was paid and shown under accounts for payment. The 2021/22 costs are higher than the 22/23 as the main hosting cost is paid up front but is spread over 3 years.

10. HIGHWAY/PROW ISSUES**Report from Councillor Jones**

Miss Jones reported that it has been recommended that we don't overload KHS with requests for highway repairs or alterations, but focus on one issue at a time. Our Highway Improvement Plan is still with KHS and Miss Jones hopes to have an update next week.

Miss Jones is to meet with the Head Teacher of the school to clarify whether the staff can facilitate the use of cones at drop off and pick up times before she brings quotes for the cost of the cones to the council.

KCC will fund a lollipop man/lady, but it needs to be established as to whether this is feasible and the school needs to apply if it is.

Mr Molloy reported the following:

Following liaison with the Rare Breeds Centre and the diversion has been agreed and the Centre has taken the safety concerns on board.

KCC has been informed of the problems with the slippery bank on the footpath beyond the vineyard. There are no funds available at the moment but Mr Molloy will keep the pressure on.

Complaints have been received about dog fouling in Engine Alley. An article will be published in the newsletter along with emphasis on dog walking in the countryside.

Flooding outside Shop on Front Road

This has been logged and it still flagged as being dealt with.

Miss Jones to follow up and report other drainage issues.

11. **VILLAGE MATTERS**

Queens's Platinum Jubilee Celebration and Carnival Update – Request to use The Green
Councillors unanimously agreed to the committee using the Village Green for this event.

Renovation of Bus Shelters

Due to various issues this project has stalled, but KCC has agreed to carry funding over into the next financial year to allow the problem with the dropped kerb to be dealt with.

Electric Car Charging Points

Miss Jones reported that her original contact has left and she is now waiting for a reply to her email to her replacement.

Installation of Defibrillators

They have been ordered and delivery is expected in September at the latest.

Proposal for CCTV Cameras in Village

Defer to future meeting.

Parish Council Contribution to Newsletter

Mr Hukins will speak to Ms Bramley and suggest an item on dog fouling and one encouraging residents to report highway issues to KHS be included.

Mr Hukins will complete his Councillor profile.

12. **CORRESPONDENCE/EMAIL CORRESPONDENCE**

Clerk and Councils Direct

Air Ambulance

EDF

HSBC

Email Correspondence - all forwarded to Councillors.

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

13. ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Goal Posts

Salaries

14. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

There being no further business the meeting closed at 9.24 pm.

Signed..... Dated
Chair

WOODCHURCH PARISH COUNCIL

PLANNING APPLICATION RECORD

2022

March 2022

- 22/00188/AS Woodesden, 22-26 Front Road, Woodchurch, Ashford, TN26 3QE
Replace on the north elevation; an external door, two existing metal framed single glazed windows and one existing small timber framed single glazed window. All with timber framed double glazing of the same appearance and finish painted in white
Parish Council: Support
- 22/00226/AS Site Containers at, Woodchurch House, Brook Street, Woodchurch, Ashford, Kent, TN26 3SN
Erection of a two storey building comprising 10 housing with care units (class C2) and 10 parking parking spaces
Parish Council: Support
- 22/00286/AS Fairview, Bethersden Road, Woodchurch, Ashford, Kent, TN26 3QW
Change of use of land to residential garden and parking
Parish Council: Object under ENV 14. Will impact the view of the windmill from Bethersden Road Will not preserve the character and appearance of the Conservation area and setting.
- 22/00302/AS May Cottage, Coldblow, Woodchurch, Ashford, TN26 3PH
Removal of condition 8 (Agricultural Occupancy) on planning permission 89/01880/AS
Parish Council: Support
- 22/00325/AS Clappers Mead, Bethersden Road, Woodchurch, Ashford, Kent, TN26 3QL
Construction of glazed infill extension. Conversion of existing outbuilding to ancillary residential accommodation. Associated internal and external alterations and external landscaping works. Demolition of existing garage with attic and construction of replacement garage and home studio.
Parish Council: Support 3:1abstenton

Omitted from agenda in error – Councillors agreed to discuss as not considered contentious.

22/00354/AS Clappers Mead, Bethersden Road, Woodchurch, Ashford, Kent, TN26 3QL
Construction of glazed infill extension. Conversion of existing outbuilding to ancillary residential accommodation. Associated internal and external alterations and external landscaping works. Demolition of existing garage with attic and construction of replacement garage and home studio.
Parish Council: Support 3:1abstenton

220/00360/AS Agricultural building and land north of Coggers Cottage Boldshaves Oast House, Frogs Hole Lane, Woodchurch, Kent
Prior Notification of change of use of and associated operational development of 1no. Building and land within its curtilage from use as agricultural to a use falling within Class C3 (1no. dwellinghouse) – (Resubmission of Recent Prior Approval Application Ref: 19/00592/AS)
Parish Council: Support

Amended Plans have been received for:

21/01926/AS Mill Cottage, Bethersden Road, Woodchurch, Ashford, Kent, TN26 3QW
Proposed carport with room above; landscaped driveway (retrospective in relation to the driveway)
Parish Council: OBJECT on the following grounds:

The proposed construction is located within the northern edge of Woodchurch's conservation zone. We consequently believe that it contravenes Policy ENV14a of the 2030 Ashford Local Plan.

The proposed 5.5+ m high garage, gym, office and bathroom construction is shown to be on elevated ground. We acknowledge that the elevation has been reduced due to the foundation excavation into the embankment, but still believe it will be highly visible and visually detrimental. If developed it will potentially overshadow the adjacent Grade II listed cottages and be highly visible from the Bethersden road.

We note the response from KCC Highways dated 11 March requesting provision to be included within the proposed planning application, but we still have concerns with respect to safety.

The proposed structure will adversely impact and will not conserve or enhance the environs of the adjacent heritage assets (i.e., adjacent two listed cottages, Woodchurch Windmill and lands).

The proposed structure is more than just a "carport with room above".

Decision Notices received from ABC

- 21/00199/TP Minstrels, 58 Shirkoak Park, Woodchurch, Ashford, Kent, TN26 3RP
T1 Birch - To fell to ground level. Reason- the tree has outgrown its location and it is causing damage to the boundary fence. The roots are growing under the neighbours driveway and the tree is in close proximity to the neighbouring property. The main stem is also leaning towards the neighbouring property.
Borough Council: Consent granted 1 December 2021
- 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
Borough Council: Permit
- 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.
Borough Council: Grant Consent
- 21/01265/AS Great Robhurst Farm, Swain Road, Woodchuch, Ashford, Kent, TN26 3TB
Removal of Dilapidated Pole Barn and Replacement With 1No Single Storey Holiday Let Accommodation
Borough Council: Permit
- 21/02054/AS Rare Breeds Centre, Woodchurch, Ashford, TN26 3RJ
Erection of agricultural type building to form a cover to the picnic area
Borough Council: Permit