

WOODCHURCH PARISH COUNCIL

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MINUTES 203

Minutes of the Ordinary meeting of the Parish Council held on Thursday 27 October 2022

The Chair opened the meeting and welcomed guests and parish councillors.

The meeting started at 7.00pm

In attendance:

Cllr Alastair Hukins (AH) (Chair), Cllr Wade Nash (WN) (Vice Chair) Cllr Nicola Job (NJ), Cllr Richard Job (RJ) Cllr Ciaran Molloy (CM), Cllr Eleanor Jones (EJ) and Cllr Paul Glasgow (PG)

Also in attendance Cllr David Ledger (ABC) (DL) Aniko Szocs (ASZ) Locum Clerk and 3 members of the public

1. APOLOGIES FOR ABSENCE and APPROVAL

Cllr Lucy Quinn and Cllr David Robey

2. DECLARATIONS OF INTEREST

Cllr Wade Nash (Item 13.1.) and Cllr Hukins (Item 12.2.)

Updating of Declaration of Interest for the Code of Conduct

None

3. Acceptance of Minutes:

The minutes of the meeting held on 6th of October have been accepted as a true record.

Proposer: Cllr Richard Job	Seconder: Cllr Paul Glasgow	Against:0
Abstain:0	In favour:7	Motion: Carried

4. Vacant Position of office Woodchurch Parish Council

The parish council agreed to co-opt Richard Luker as a member of the parish council. Mr Luker has lived in the village for 20 years and is the secretary of the local football club. Mr Luker is keen to get involved as a parish councillor to improve the village.

Proposer: Cllr Ciaran Molloy	Seconder: Cllr Paul Glasgow	Against:0
Abstain:0	In favour:7	Motion: Carried

The chair welcomed Cllr Luker who joined the meeting after signing the declaration of acceptance of office form.

5. Clerk and RFO role

Cllr Nicola Job reported that three candidates were selected for the next stage of the recruitment process. The candidates will be invited to attend an interview on 8th or 15th of November 2022.

Proposer: Cllr Nicola Job	Seconder: Cllr Ciaran Molloy	Against:0
Abstain:0	In favour:8	Motion: Carried

6. Banner Display Policy

The council resolved to adopt the policy and the request form. However, it was noted that clarification is needed on powers to monitor and/or remove banners/ advertising on other than parish council owned land.

Proposer: Cllr Wade Nash	Seconder: Cllr Richar Job	Against:0
Abstain:0	In favour:8	Motion: Carried

7. Play Park

Cllr Hukins gave a brief update on a meeting he recently had with an officer from Ashford Borough Council. One of the officer's recommendations was to conduct a survey aimed at the primary users to find out what they would like to see, and recommended to contact the schools, scouts, youth groups and the church. This should be the number one priority as the information gathered would help give clear directions how to proceed.

The parish council resolved to form a working group to oversee the refurbishment of the play park. Cllrs Paul Glasgow, Wade Nash, Richard Job, Ciaran Molloy, Eleanor Jones and Richard Luker volunteered to be on the group.

Proposer: Cllr Wade Nash	Seconder: Cllr Alastair Hukins	Against:0
Abstain:0	In favour:8	Motion: Carried

8. Gifting of Land

Cllr Molloy read out the report of the meeting held on Thursday, 13th October, organised by the Parish Council between the developer and the residents. Around 45 residents were in attendance. Many questions have been asked and concerns raised regarding the proposed development of the land at the end of Kirkwood Avenue. The parish council agreed to make a final decision at the next scheduled meeting whether to accept the gifting of the land. The report of the meeting can be found on the parish council's website.

The parish council also agreed to send a thank you letter to CS Developments for attending the meeting.

Proposer: Cllr Richard Job	Seconder: Cllr Nicola Job	Against:0
Abstain:0	In favour:8	Motion: Carried

9. Parking in the Village Car Park

The parish council considered to accept the proposed permission scheme for overnight parking in the village car park. The proposal is to address concerns about overnight parking in the car park. With a policy in place the council could refer people parking for longer periods and remind them no overnight parking. Although the parish council does not have any legal powers to remove parked cars, it is hoped the policy will help to minimise it. Members of the council raised concerns about monitoring the parking. Once the policy approved the signs should reflect the change, additionally CCTV can be installed to monitor the parking. It was also agreed that if the policy is approved nearby residents should be informed of the change, although it would not impact on their current access and parking rights. The council could not agree on the policy and agreed to defer this item until the next meeting.

Proposer: Cllr Alastair Hukins	Seconder: Cllr Eleanor Jones	Against:0
Abstain:0	In favour:8	Motion: Carried

10. Front Road Parking

During organised events at the village green, attendees tend to park on the Front Road and the pavement creating a safety hazard for pedestrians, elderly, young and mums with buggies. The council agreed to raise awareness and promote considerate parking amongst the users and the residents in general. This will be done using the newsletter, the parish council's website and social media. The societies and groups using the green will be contacted and asked to remind their members to park considerably.

11. IT Infrastructure

In order to bring the parish council's technological infrastructure in line with GDPR compliance, as well as using efficient ways to share documents amongst councillors and residents the council's IT infrastructure will need to be updated. Cllr Nash outlined what solutions might fit the parish council. The council agreed to create a working group to review the different options and make recommendations in ready for budgetary discussions. Cllrs Wade Nash, Nicola Job and Alastair Hukins volunteered to be on the working group. Anyone else interested in this can join later.

Proposer: Cllr Paul Glasgow	Seconder: Cllr Ciaran Molloy	Against:0
Abstain:0	In favour:8	Motion: Carried

The meeting adjourned for public participation 8.26 pm

A member of the public raised concerns about speeding issues on Susan's Hill. Currently the national speed limit applies to that stretch of road despite the many residential homes, without any pavements or safe access it is a high risk for residents living on that road and to those who use the road for dog walking and other leisure activities. Residents asked if the parish council could help to make this road safer and look to reduce the speed limit to 30 mph.

A member of the public commented on the play park and recommended to include gym equipment for the older demographics.

Cllr David Ledger reported that Ashford Borough Council is currently discussing the Stodmarsh issue that halted development in the area and how planning can go forward. As part of the Scrutiny Committee a task group will look into what went wrong during the implementation of the new planning portal. ABC will soon be looking at their budgetary requirements for the 2023-2024 financial year. Cllr Ledger mentioned the Capital Grant ABC provides. Applications for this grant are reviewed quarterly. Cllr Ledger also recommended setting up a Speed watch group to help monitor speeding in the village.

Meeting reconvened 20.50

12. Planning

Planning applications for consideration.

12.1. Planning Application Number PA/2022/2485

Hornbrook Oast, Appledore Road, Woodchurch, TN26 3TJ, Change of use of former stable block to holiday let. It is a small wooden structure, using the existing footprint to make the property a holiday let. There is no comment on the portal or a date indicating when a decision is being made. The parish council resolved to support this planning application.

Proposer: Cllr Ciaran Molloy	Seconder: Cllr Wade Nash	Against:0
Abstain:0	In favour:8	Motion: Carried

12.2. Planning application reference number PA/2022/2504

The Cider Press, Coldblow, Woodchurch, TN26 3PH, Proposed single storey rear extension ,porch and detached garage. The proposed extension is not visible from the road nor does impact on the Public Rights of Way.

The Parish Council agreed to support this planning application.

Proposer: Cllr Ciaran Molloy	Seconder: Cllr Eleanor Jones	Against:0
Abstain:1	In favour:7	Motion: Carried

12.3. Planning application reference number PA/2022/2533

Brook Farm, Brook Street, Woodchurch, TN26 3SR, Proposed erection of a one and a half storey link rear extension and poolside building. Demolition of existing single storey section rear elevation.

The proposal is developing the property on the current footprint. The proposal does not impact on the surrounding or PROW. This renovation will enhance the property. The parish council resolved to support the planning application.

Proposer: Cllr Ciaran Molloy	Seconder: Cllr Wade Nash	Against:0
Abstain:0	In favour:8	Motion: Carried

12.4. Planning application reference number PA/2022/2622

Brook Farm, Brook Street, Woodchurch, TN26 3SR Proposed erection of a one and a half storey link- attached rear extension and associated works. Demolition of existing single storey section to rear elevation. Erection of poolside building.

The Parish Council resolved to support this planning application.

Proposer: Cllr Ciaran Molloy	Seconder: Cllr Wade Nash	Against:0
Abstain:0	In favour:8	Motion: Carried

12.5. Planning application reference number PA/2022/2519

8 Plurenden Manor Farm Cottages, Plurenden Road, Woodchurch, Ashford, Kent, TN26 3JW Proposed ground floor extensions to the existing dwelling, including the addition of first floor, dormer windows and alterations to external material treatment.

The proposed plans have no impact on the immediate surrounding nor on PROWs. The Parish Council resolved to support the planning application.

Proposer: Cllr Ciaran Molloy	Seconder: Cllr Nicola Job	Against:0
Abstain:0	In favour:8	Motion: Carried

13. Finance

13.1. The parish council has agreed to approve the items on the list of payment with the addition of the HMRC employer contribution payment.

Payment Method	Items for Approval	Description	Total payable	VAT
Bacs	Salary	Sept & October	£ 1,338.33	
Bacs	ARW Kirk Agricultural Contractor	Loading, carting away and disposing of branches from The Green	£ 48.00	£ 8.00
Bacs	ARW Kirk Agricultural Contractor	Mowing, rowing up, round bailing carting away and disposing	£ 516.00	£ 86.00
Bacs	HMRC	Employer contribution October	£ 75.36	
Bacs	Street Solutions	Reimburse Cllr Nash for traffic cones	£ 75.87	£ 12.65
		Total	£ 2,053.56	£ 106.65
Payment for Information				
Bacs	Salary	Aug-Sep	£ 929.41	
Bacs	HMRC	Employer contribution	£ 25.80	
		Total	£ 955.21	£ 213.30
Payment received				
Cheque	South Easter Power Networks	Drayson House, The Green	£ 3.45	
Bacs	M&G Equities Investment Fund for Charities	Dividened distribution	£ 145.80	
		Total	£ 149.25	

Proposer: Cllr Richard Job	Seconder: Cllr Ciaran Molloy	Against:0
Abstain:1	In favour:7	Motion: Carried

13.2. To agree donation to Jean Mealham Pop-in Centre for hosting the public meeting on Thursday, 13th October 2022

The parish council resolved to donate £25.

Proposer: Cllr Elanor Jones	Seconder: Cllr Ciaran Molloy	Against:0
Abstain:0	In favour:8	Motion: Carried

13.3. To approve payment for a Car Park Closed sign and traffic cones for Village Green events

The council resolved to approve the payment.

Proposer: Cllr Richard Job	Seconder: Cllr Ciaran Molloy	Against:0
Abstain:0	In favour:8	Motion: Carried

14. Proposal to Federate – High Halden CEPC and Woodchurch CEPS

The parish council resolved to support the proposal without any comments.

Proposer: Cllr Alastair Hukins	Seconder: Cllr Eleanor Jones	Against:0
Abstain:0	In favour:8	Motion: Carried

15. Traffic counter locations

The parish council agreed on the proposed locations for traffic counters in the village. Cllr Eleanor Jones to confirm it to KCC.

Proposer: Cllr Richard Job	Seconder: Cllr Paul Glasgow	Against:0
Abstain:0	In favour:8	Motion: Carried

16. Correspondence/Email correspondence

- a) Correspondence received from residents regarding speeding issues on Susan's Hill and the lack of safe walking
- b) Ongoing correspondence regarding access via the village to land adjoining 37 The Green. The parish council agreed to compose a letter collating all the information the council has on the matter and email it to the resident.

17. Items to be included on the next agenda

- Highways Improvement Plan
- Budget
- Parking Permission Policy
- CS Development – Proposed gifting of land
- CCTV
- Planning applications update
- Website - to update Cllrs details
- Play Park

18. Date and venue of next meeting

The next scheduled council meeting will be held on **Thursday, 25th November 2022** starting at 7.00 pm in the Memorial Hall Annexe

There being no further business the Chair closed the meeting at 9.27pm

Signed _____ Dated _____

Chair