

Woodchurch Parish Council

I hereby give you notice that an **Ordinary Meeting of the Parish Council** will be held in the **Memorial Hall Annexe on Thursday 18th May 2023 at 7.00 pm**

All members of the Council are hereby summoned to attend for the purposes of considering and resolving upon the business to be transacted at the meeting as set out below.



Parish Clerk- Aniko Szocs
13th May 2023

1. Election of:

1.1. Chair, and signing of the Declaration of Office

1.2. Vice Chair, and signing of the Declaration of Office

2. Apologies for Absence

To receive and approve apologies for absence.

3. Declarations of Interest

To hear declarations of interest on this agenda, relating to:

3.1. Disclosable Pecuniary Interests

Under Localism Act 2011 relating to items on this agenda. The nature as well as the existence of any such interests must be declared.

3.2. Other Significant Interests

Under the Kent Code of Conduct for members relating to items on this agenda. The nature as well as the existence of any such interests must be declared.

3.3. Other Interests

Not required to be disclosed under 2.1 or 2.2, eg stated for transparency reasons alone such as membership of other bodies who may be affected by decisions on agenda items or where Councillors themselves or their family or close associates may be affected by such decisions.

4. Minutes of the Previous Meeting

To approve the minutes of the meetings held on Thursday, 27th April 2023 as a true record ([Honorary meeting](#) and [Ordinary meeting](#))

5. Declaration of Acceptance of Office

To sign the declaration of Acceptance of office, if required, to agree on a date by which any outstanding Declaration of Acceptance of Office are to be signed.

6. General Power of Competence

To confirm that Woodchurch Parish Council meets the criteria for eligibility and that the number of councillors elected equals or exceeds two thirds of the total number of councillors and that the Clerk holds a sector specific qualification.

7. Clerk Recruitment

To agree to use the existing [recruitment documents](#) to advertise for the role on various sites.

Public Participation: There will be 15 minutes of the meeting to hear public questions and comments.

8. Planning Applications for Consideration this Month

8.1. Planning application number [PA/2023/0659](#)

Great Robhurst Oast, Swain Road, Tenterden, TN26 3TB Proposed single-storey rear extension.

8.2. Planning application number [PA/2023/0759](#)

15, Henden Place, The Green, Woodchurch, TN26 3PF Proposed demolition of outbuilding, greenhouse and installation of new Swimming Pool and erection of Pool House and associated external works including new boundary walls, garden walls and works to existing garden walls.

8.3. Planning application number [PA/2023/0809](#)

15, Henden Place, The Green, Woodchurch, TN26 3PF

Listed Building Consent for proposed internal alterations including demolition of internal wall, timber beam being trimmed and raised, infill wall, addition of secondary

glazing to window. External works including the provision of 2no. new tile vents to existing roof.

8.4. Planning application number [PA/2023/0830](#)

Odden Farm, Appledore Road, Woodchurch, Ashford, TN26 3TQ Change of use of 2no agricultural buildings to business use and formation of parking and turning area.

8.5. Planning application number [PA/2023/0341](#)

Bourne House, Brook Street, Woodchurch, TN26 3SZ

Proposed building for use as home office with the space for guest accommodation
Amended Plan –

8.6. Planning application number [NOT/2023/0696](#)

Berridge Farm, Brook Street, Woodchurch, TN26 3SX

Prior notification for the change of use of an agricultural building and land within its curtilage to a dwellinghouse and associated operational development. Resubmission of the extant permission 21/00096/AS

9. Finance

9.1. Items for Payment

To agree [items for payment in May](#) and acknowledge [bank reconciliation](#). List of items to be checked and signed.

9.2. General Maintenance budget

To agree on a budget to be spent on general maintenance.

9.3. Insurance Renewal

To review and agree on [renewal](#)

9.4. Bank signatories

To agree to signatories on the Lloyds bank account

9.5. Landscape Services

To review and approve [quotation](#)

9.6. Plaque for the Queen's Green Canopy

To agree to purchase a plaque

10. Induction date

To agree on a date for induction

11. 10&5 Mile Running event

To approve the request to use the green for the event on Sunday 9th July.

12. Play Park Information Board

To agree to purchase of an information board to be displayed on the play park

13. Car park adjacent to HUB

To agree to repair the potholes

14. Correspondence

Review of correspondence received since the last meeting.

15. Items for Information or Agenda for Next Meeting

To receive items of information from members and/or for inclusion on next agenda.

16. Date and Venue of Next Meeting

The next scheduled Council Meeting will be held on **Thursday, 22nd June 2023 starting at 7.00pm at Memorial Hall Annexe**