

WOODCHURCH PARISH COUNCIL

MINUTES 222

Minutes of the Ordinary Meeting of the Parish Council held on Thursday 22nd February 2024

The meeting started at 7.00 pm.

In attendance:

Cllrs Lucy Quinn (Chair), Wade Nash, Julian West, Neil McKay and Gina McKay.

Also in attendance were Ian Philo Clerk and Ashford Borough Councillor Aline Hicks.

1. Apologies for Absence

Councillors Catherine Sales and Rob Woods sent their apologies, and the absences were approved.

County Councillor David Robey and Borough Councillor David Ledger had sent their apologies.

2. Declarations of Interest

2.1. Disclosable Pecuniary Interests

None.

2.2. Other Significant Interests

None

2.3. Other Interests

Councillors Lucy Quinn and Wade Nash declared their interest in item 5 as trustees of the Woodchurch Village Green Charity

3. Acceptance of Minutes:

The minutes of the ordinary meeting held on the 25th January 2023 were agreed as a true record.

Proposed by Councillor Wade Nash, seconded by Councillor Neil McKay. Motion carried 5-0.

Meeting adjourned for public participation 7.08 pm.

Ashford Borough Councillor Aline Hicks, attended a meeting along with David Ledger following the call for sites, of which 283 have been identified. It is proving difficult to send out accurate maps to the public, but Ashford Borough Council are hopeful to have results sent out by the end of March.

Following a problem with sewers in Plumtree Gardens, after escalating the problem to the area manager, it was agreed to carry out a CCTV inspection to ascertain if the highway gullies are connected into the sewer system, and there is a new contact at Southern Water, John Mealey.

District Councillor David Robey sent a short report, highlighting that there is a further meeting in March with Boldshaves Oast, Councillors Aline Hicks, David Ledger and

David Robey will be in attendance. Various actions are being considered to ensure its financial sustainability in the long term.

KCC agreed the budget for 2024-2025, but noted that a lot of cuts were necessary to a variety of services.

Meeting reconvened at 7:10 pm.

4. Planning applications

4.1. PA/2024/0124

Stonebridgelands, Front Road, Woodchurch, TN26 3SL.

Listed Building Consent for proposed loft conversion including raising of roof, dormer windows, removal of walls and insertion of staircase.

There were no comments to be made.

The council 5-0 voted to support this application. Proposed by Councillor Wade Nash and seconded by Councillor Neil McKay.

4.2. PA/2024/0112

Fairview, Bethersden Road, Woodchurch, TN26 3QW. Listed Building Consent for rebuilding of garage roof; rebuilding of garage mezzanine. Replacement of garage and outbuilding concrete floors with limecrete, repair or replace existing window. Rebuilding of the external walls of the flat roof outbuilding. Renewal of the tiled roof coverings, replacement of flat roof coverings and new insulation between joists. Rebuilding of rear chimney stack from tiled shoulders up.

There were no comments to be made.

The council voted 5-0 to support the application. Proposed by Councillor Lucy Quinn and seconded by Councillor Neil McKay.

4.3. PA/2024/0187

Fairview, Bethersden Road, Woodchurch, TN26 3QW. Two storey rear extension, changes to fenestration.

There was a comment on possibly spoiling the view on coming up the hill into the village, however the view had already been spoiled following the earlier construction of a garage and therefore on balance there was no objection.

The council voted 5-0 to support this application. Proposed by Councillor Lucy Quinn and seconded by Councillor Wade Nash.

4.4. PA/2024/0205

Fairview, Bethersden Road, Woodchurch, TN26 3QW. Listed Building Consent for two storey rear extension, conversion of roof space, conservation roof light, removal of dormer. Extend mezzanine and add stair ladder addition of window.

Removal and insertion of internal walls, new internal door opening, replacing brick pier with timber post. Change external garage doors to sliding and personnel doors.

There were no comments to be made.

The council voted 5-0 to support this application. Proposed by Councillor Julian West and seconded by Councillor Neil McKay.

4.5. PA/2024/0129
Application Withdrawn.

4.6. PA/2024/0059
Stonebridgelands, Front Road, Woodchurch, Ashford, Kent TN26 3SL. Raising roof by 1 meter for loft conversion with 2 new dormers.

There were no comments to be made.

The council voted 5-0 to support this application. Proposed by Councillor Wade Nash and seconded by Councillor Neil McKay.

5. Village Green Service Level Agreement.

Following the agreement by the Village Green Charity trustees, the council agreed to seek legal advice from a leading Charitable Trust Lawyers and have a Service Level Agreement/Management Agreement drawn up between the Woodchurch Village Green Charity and Woodchurch Parish Council in order for the parish council to continue to manage items on the village green. The quote for this is £850.00 plus VAT.

The council voted 3-0 in favour of the proposal.
Proposed by Councillor Neil McKay and seconded by Councillor Julian West.

6. Noticeboard.

Unfortunately, following January's agreement on a recycled plastic noticeboard, the manufacturer was unable to guarantee that the materials used are not procured using child labour.

The council resolved to purchase an alternative. A Varicase Post Mounted noticeboard from The Noticeboard Company. £1869 plus VAT and £10 delivery.

The council voted 5-0 in favour of the proposal.
Proposed by Councillor Gina McKay and seconded by Councillor Julian West.

7. Litter Bins.

The council resolved to agree to the purchase of up to ten (depending on budget availability) Roadware Derwent 120 litre plastic litter bins. The bins will replace existing cast iron bins, commencing with the ones around the village first. The clerk to look into a way of promoting the parish council on the bins. Councillor Julian West requested a bin to be placed on the road up to the scout hut with the permission of Kent Highways.

The bins selected are £184.95 plus fixing kit and VAT.

The council voted 5-0 in favour of the proposal.

Proposed by Councillor Lucy Quinn and seconded by Councillor Julian West.

8. Finances.

The clerk presented the third quarter budget report, which demonstrated spending still lagging proposed budget targets, however the final quarter will see some spending on a new noticeboard and litter bins.

Bank Reconciliation.

Bank Reconciliation	January 2023
Opening Balance	£13258.49
Salaries	2447.37
HMRC	220.60
Running Costs	971.80
Pavilion Utilities	66.00
Total	66.00

Income (Play area grant)	0.00
Expenditure	3704.77
Cashbook Closing Balance	£9553.72

Bank Statement Balance	£13258.49
Income	0.00
Expenditure	3704.77
Bank Closing Balance	£9553.72

Difference	0.00
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Reserve Account

Opening Balance	70406.49
Interest	72.72
Balance	£70479.21

Items for Payment.

Items for Payment.	January 2024	VAT
EDF	66.00	
Salaries and HMRC	1143.32	
AMJ IT (Set up Sharepoint)	576.00	96.00
Greenworks (Toilet deep clean)	613.54	102.26
I Philo (SLCC Membership)	158.00	
Stationery Express (Dog litter posters)	56.65	9.44
KALC Eventbrite (Councillor training)	60.00	10.00
I Philo (3 x SLCC Charitable trust training)	216.00	36.00
I.Philo (Clerks Petrol)	32.40	
Total	£2921.91	£253.70

The council voted 5-0 in favour to accept and agree the third quarter report, accept and agree the January bank reconciliation and the February items for payment. Proposed by Councillor Lucy Quinn and seconded by Councillor Wade Nash.

9. Correspondence and Information

Correspondence.

Received complaint from a resident in Rectory Close concerning the parking at school drop off and collection time. The cars have been blocking right of exit from driveways and would hinder emergency vehicles accessing the properties.

The resident did express that yellow lines were not installed around the school as it would just push the problem further along the village.

The clerk will contact the school head to see if the school could request parents park more considerately.

There was also a complaint that the school's new security lighting is not shining in the correct direction. The Clerk advised the resident to contact the school first to get the angles altered. If this did not resolve the problem, then to advise the Clerk again.

Following the parish council article in the February Newsletter, the football club contacted the Clerk, offering support to garnering grants for the refurbishment of the sports pavilion.

Further correspondence from a resident along Brook Street, regarding the speed of vehicles there. The clerk has reasserted that the residents draw up a petition, to submit to Kent Highways. The clerk has offered to meet with resident(s) to outline the style of the petition that those along Redbrook Street compiled.

Site visit by UKPN to take place on 23rd February to inspect the power cable to The Hub, with a view to replacing the existing cable with a 25mm one. Should UKPN carry out the work at their cost, the Parish Council would have the responsibility to upgrade "The Tail" cables to 25mm.

There was a request from one of the residents on The Green, to have tree branches that were making contact with the overhead cable attended to. There was an additional request to have the same tree removed or the drive crossing the drive that crosses the village green repaired as the roots are lifting the tarmac. The power cable issue was reported to UKPN. As the resident had the drive tarmacked, and wasn't approved by the council, it believes that the resident is responsible for its maintenance.

10. Items for information and items to be included on the next agenda

Information.

Clerk to investigate the crown missing on stench pole.

Clerk to check parish council power to manage fly posters around the village.

Items for the next meeting agenda.

To review salary and contract of employees for 2024-2025.

Explore options for the village sign.

Review noticeboard policy and grants policy.

11. Date and venue of next meeting

Thursday 28th March 2024 starting at 7.00 pm in the Memorial Hall Annexe

There being no further business the Chair closed the meeting at 10:06pm.

Signed _____
Chair

Dated _____