

# WOODCHURCH PARISH COUNCIL

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MINUTES 162

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**Minutes of the Ordinary Parish Council meeting held in the Memorial Hall Annexe, Woodchurch, on Thursday 27 June 2019 at 7.00 pm**

**PRESENT:** Mr J West, (Chair), Mrs C Silcock, Mr A Faiers, Mr A Hukins, Mr N Jones, Mr W Nash, and Mr P Wood

**PARISH CLERK:** Mrs J Batt

**BOROUGH COUNCILLOR:** Mr G Sparkes

**COUNTY COUNCILLOR:**

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

**1. APOLOGIES FOR ABSENCE**

An Apology for Absence was received from Mrs G Davies (prior engagement) and Borough Councillor, Mr D Ledger.

**2. APPROVAL OF REASONS FOR ABSENCE**

**Resolution:** Councillors unanimously agreed Mrs Davies' Reason for Absence.

**3. DECLARATIONS OF INTEREST**

**Declarations of Pecuniary Interest**

There were no Declarations of Pecuniary Interest.

**Declarations of Significant Interest**

There were no Declarations of Significant Interest.

**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 16 May 2019 were accepted and it was unanimously agreed that Mr West should sign them as a true record of the meeting.

**Proposed Mrs Silcock      Seconded Mr Hukins**

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

The meeting was adjourned from 7.03 to 7.26 during which time Mr Sparkes reported that he is a member of Ashford Borough Council's Planning Committee and one development in Woodchurch is causing concern. A neighbour is very concerned about the change of use to

Unit 1. Mr Sparkes is in contact with the Planning Officer and is looking into the time restriction as the proposed extension to the hours will increase the traffic movements from 4-5 to possibly 30. The hedges are not kept cut back and Mr Sparkes has asked for a site visit with a member of Kent Highways and the Planning Officer as he is concerned that the poor visibility could potentially lead to a fatal accident.

Councillors informed Councillor Sparkes that they are concerned that the application for the Lower Road development now encompasses the entire area.

A resident put forward his concerns regarding his neighbour's planning application.

The Speedwatch Co-ordinator informed Councillors that 6 residents are undergoing training and should be ready to start after 8 July once the 8 designated sites have been registered.

## 6. **PLANNING**

Please see attached list.

### **Discussion regarding any other planning issues within the Parish**

No items put forward for discussion.

## 7. **VILLAGE MATTERS**

### **Extension of Village Green – Transfer of Land**

Nothing to report.

### **Churchyard**

The group has received some very positive comments and residents are appreciative of the work that has been done. Mrs Jones thanked Parish Council for funding the strimmers. The work completed to date will be shown to the Britain in Bloom judges.

The group needs to build momentum and sustain support and in order to try to do so the group is holding a fundraising barbecue in the Churchyard on 18 August. Tickets are priced at £8 each.

The group members would like to purchase a banner advertising the project and asked whether the Parish Council would agree to it being put on the play area fence a few days before each Volunteers Weekend. Councillors unanimously agreed to this request.

### **Information Boards**

One board is now in place. The other boards are in the process of being designed and made.

### **Community Calendar**

The calendar is up and running and is being updated through the Woodchurch Hub.

### **What's on in Woodchurch Notice Boards**

Mr Nash has requested quotations from a couple potential manufacturers.

### **Future of Village Pub**

Both pubs in the Village are changing hands. The new tenant of the Bonny Cravat is taking over on 24<sup>th</sup> July. Mr Nash has suggested to Shepherd Neame that the members of the Parish

Council should meet with new tenants to discuss the problems experienced by previous landlords.

### **Future of the Woodchurch Hub**

Then new opening hours start on 1 July. The Centre will be open every day from 10 am – 4 pm and on Saturday mornings when there is a Coffee Morning in the Memorial Hall.

Discussions are taking place with our new Borough Councillors regarding the possibility of them holding a surgery on a regular basis in the Hub.

### **Beacon**

Defer to next meeting.

### **Power to the Green**

The first quote received was for £5000 and Mr Jones is going to invite a second.

### **School Summer Fair**

Mrs Silcock updated Councillors on the progress so far.

The Clerk was asked to contact KHS and ask whether we could borrow 60 traffic cones for use on the day.

### **Stoney Lane**

Mr Jones is still waiting for the quotation.

## **8. MATTERS ARISING**

It was pointed out that Mr Jarvis assists with the website in his capacity as a Volunteer in the Hub.

## **9. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS**

### **Bank Reconciliation as at last Bank Statement**

<b>Account Balance</b>		<b>Balance at Bank</b>	
Opening Balance	45925.04	Money Manager Account	58574.56
		Plus uncleared receipts	0.00
			<b>58574.56</b>
Plus Receipts	15032.93	Less uncleared cheques	2177.12
	<b>60957.97</b>		<b>56397.44</b>
Less Payments	4510.53	Plus Community Account	50.00
	<b>56447.44</b>		<b>56447.44</b>
Less Earmarked Funds	30328.62	Less Earmarked Funds	30328.62
<b>AVAILABLE FUNDS</b>	<b>26118.82</b>	<b>AVAILABLE FUNDS</b>	<b>26118.82</b>

**Accounts to be Paid**

<b>PAYEE</b>	<b>CHQ NO</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS £</b>	<b>DETAILS</b>
Parish Clerk	1220	531.52		531.52	Salary and Expenses
Litter Picker	1221	252.43		252.43	Salary
HMRC	1222	478.80		478.80	Income Tax
CST Ltd	1223	343.75	68.75	412.50	Grounds Maintenance x 5 cuts
Internal Auditor	1224	75.00		75.00	Internal Audit Fee
Mr J West	1225	60.00	12.00	72.00	Cuprinol
D Grabham	1226	370.00		370.00	Grounds Maintenance
WCIE	1227	3000.00		3000.00	Blue Light Training

**Proposed Mr Wood****Seconded Mr Jones****Earmarked Funds**

	<b>Balance</b>
	<b>16.05.19</b>
Election/Standards Committee	3609.24
Wildflower Meadow	7795.00
Contingencies	2300.00
Maintenance of War Memorial	563.02
Play Area/CEE	-78.38
Maintenance of Village Trees	1310.00
General Reserves	14829.74
	<b>30328.62</b>

**AMENDMENT TO AGENDA – Internal Auditor’s Report**

The Clerk read out the report from Mr Robbins in which he noted that we did not formally accept the externally audited accounts for 2017-2018. This will be included as an agenda item next month.

**Website, Newsletter and Transparency**

Mr Nash reported that he is trying to co-ordinate the delivery of the Parish Magazine and Newsletter so that only one delivery is required. The Newsletter will no longer be delivered to residents who receive it by email.

The website is coming together, and the 2 sites will be merged. Once the Community Bus arrives residents will be able to reserve it via the website.

**Risk Assessment**

Nothing to report.

**Update on KALC Meeting**

Mr Wood was unable to attend the last meeting. The Clerk will forward the Ashford KALC Joint Parishes Planning Committee Survey to Mr West who will liaise with Mr Wood regarding its completion.

**Data Protection**

This matter continues to be monitored by Councillors.

**Renovation of Benches**

Mr Jarvis is continuing to renovate the benches when the weather permits. Most of them are finished.

Two benches were delivered a couple of months ago and need siting around the village. One will be placed in Lower Road.

**Woodchurch in Bloom**

The judging takes place on Monday.

**Community Transport Scheme**

There has been a delay in the launch. The bus is now expected at the beginning of August and Mr Jones continues to liaise with ABC and updated Councillors on the progress to date;

The bus has been ordered and we have 25+ drivers. We are not sure whether they will need a DBS check if they are driving for their own group or society.

Dr Hickey has agreed to undertake the medicals free of charge for those drivers aged 70+.

Mr Jones is in consultation with Blue Light Training regarding a date for the training. Councillors agreed the following:

**Resolution: Councillors unanimously agreed to draw the cheque for the Blue Light Training, payable to the WCIE. This will be reimbursed when funds permit.**

In terms of payback, as we were expecting the bus in May but will not take delivery until August, we need confirmation from ABC that they understand that it might not be used as much as it would have been, had we had it for the whole summer.

The artwork was discussed and agreed.

**Proposal to Purchase a Climbing Frame for the Play Area**

We have been unable to find a frame of commercial standard and size that will fit into the play area.

**10. CORRESPONDENCE/EMAIL CORRESPONDENCE****Correspondence**

HSBC

Kent Arboreal

**Email Correspondence – all forwarded to all Councillors**

Report from Borough Councillor Ledger:

Just confirming my apologies for the meeting, I have another meeting. The application for the three dwellings at 22 Lower Road, Woodchurch has been called in and so will be going to the Planning Committee at some point. Aline had done this in her previous term of office. I had been asked by a resident to do it, but now not necessary. I was asked at the last PC meeting to see if I could find out anything about the proposal at Bridge Close but have not yet been able to secure any information. I will hopefully have news for the next meeting.

Good luck to all involved with the preparations for the Woodchurch in Bloom judging on Monday.

The Clerk will forward the email from UK Powernetworks offering money for energy saving projects to the Tennis Club.

**11. HIGHWAY ISSUES**

No items were put forward to be reported to KHS.

**12. ITEMS FOR INCLUSION ON NEXT AGENDA**

Adoption of Externally Audited Accounts for 2017-2018.

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

The Museum has arranged for new direction signs to be installed and it is to become a CIO, which will hopefully enable it to be more inclusive within Woodchurch.

Mrs Silcock will speak to the lady who runs the exercise class on The Green and ask for a donation towards Village Green expenses.

The Church Clock is still not striking because it needs 3 new motors which will cost in the region of £6000. Mr Brymer is investigating grant funding.

Mrs Silcock will order 2 “No dogs in play area” signs.

There being no further business the meeting closed at 8.32 pm.

Signed..... Dated .....  
Chairman

# WOODCHURCH PARISH COUNCIL

## PLANNING APPLICATION RECORD

### 2019

#### JUNE 2019

- 19/00678/AS **Unit 1, Counter Farm, Brook Street, Woodchurch, Ashford, Kent, TN26 3SP**  
Change of use from B1-B8 to D2 leisure. For gymnastics club to run on a fulltime basis  
**Parish Council: OBJECTS on the following grounds:**  
**Egress from the site is poor**  
**Security of other premises on the site beyond normal office hours**  
**The access road is not wide enough to sustain extra traffic**  
**Mr Sparks was asked, and agreed, to ask for this to be elevated to the Planning Committee**
- 19/00727/AS **Maywood Farm, Boldshaves Lane, Woodchurch, Ashford, Kent, TN26 3QZ**  
Prior notification for the change of use of Redundant Block Built Farm Building known as Trudi's Barn and land within its curtilage into 1 residential dwelling  
**Parish Council: Support**
- 19/00790/AS **52 Front Road, Woodchurch, Ashford, TN26 3QE**  
Proposed part two storey rear extension; single storey rear extension; Loft conversion; installation of first floor side window; erection of detached garden-room / store  
**Parish Council: Support but Councillors suggest that the gymnasium is sited at the far end of the garden**
- 19/00833/AS **Drayson House, 2 The Green, Woodchurch, Ashford, Kent, TN26 3PB**  
Provision of external lighting to new dwelling permitted under application 16/01604/AS  
**Parish Council: Commenting as Councillors are concerned as Woodchurch is one of a small number of dark skies areas in Kent. Mr Jones will discuss with the applicant.**
- 19/00840/AS **Willow Cott Farm, Brook Street, Woodchurch, Ashford, Kent, TN26 3SY**  
Erection of a replacement dwelling with detached garage  
**Parish Council: Support 4:2 abstentions**
- 19/00848/AS **Wayside, Redbrook Street, Woodchurch, Ashford, Kent, TN26 3QR**  
Erection of a classic car collection garage and annexe outbuilding  
**Parish Council: Support**

## **Decision Notices received from ABC**

- 19/00184/AS Well House, 30-32 Front Road, Woodchurch, Ashford Kent TN26 3QE  
Change of use from agricultural/equestrian to residential garden  
**Borough Council: Permit**
- 19/00392/AS Court Lodge Oast, Front Road, Woodchurch, Ashford, TN26 3SD  
Glazed link between garage & house.  
**Borough Council: Permit**
- 19/00427/AS 11 Bridge Close, Woodchurch, Ashford, Kent TN26 3TW  
Extension (single storey) to the side of No 11 to provide ground floor WC facilities  
**Borough Council: Permit**
- 19/00522/AS 28 Lower Road, Woodchurch, Ashford, Kent, TN26 3SQ  
Proposed two storey side extension  
**Borough Council: Permit**
- 19/00592/AS Agricultural building and land north of Coggers Cottage, Boldshaves Oast House,  
Frogs Hole Lane, Woodchurch, Kent  
Prior notification for the change of use of agricultural buildings and land within their  
curtilage to one residential dwelling and associated operational development  
**Borough Council: Prior Notification not required**
- 19/00633/AS Land north of Balcony House and east of Brook Street, Woodchurch, Kent  
Retention of stables constructed in 2015. Relocation and retention of caravan used as  
a restroom and wc placed on the site in 2018 (non residential). Erection of fencing to  
the western boundary of the site  
**Borough Council: Permit**