

**MINUTES OF WOULDHAM PARISH COUNCIL MEETING
TUESDAY 3RD DECEMBER 2013 AT 7.30PM
WOULDHAM VILLAGE HALL**

Present: Cllr R Stone (Chairman)
Cllrs D Adams, T Fulwell, Z Harris, J Head, A Parnell and K Savage (Vice Chairman)
In Attendance: Mrs S Eggesden (Clerk)
Borough Cllrs R Dalton and D Davis
12 Members of the Public
J Fletcher, D Hooker (CATs) and 1 other member – Youth Club

		ACTION
1.	APOLOGIES There were apologies from Cllr Gore.	
2.	MINUTES The minutes of the Parish Council meeting held on the 5 th November 2013 were proposed by Cllr Adams and seconded by Cllr Parnell, to be a true record of proceedings and it was agreed that the minutes were to be signed by the Chairman.	
3.	MATTERS ARISING FROM THE MINUTES Members agreed that any other matters arising from the minutes would be dealt with under the appropriate heading, as the meeting progressed through the agenda.	
4.	DECLARATIONS OF INTEREST Any declarations would be declared, as appropriate, throughout the meeting.	
5.	POLICE / COMMUNITY WARDEN / YOUTH REPORT Police Report - Criminal Damage - Between 22:10 and 22:12 on Wednesday 20th of November a brick was thrown through the window of a property in Hall Road - possible forensics and CCTV evidence. Crime Report No. YY/023209/13 Criminal Damage - Between Saturday 9th of November at 18:00 and Sunday 17th of November at 12:18 a door to a public house in the High Street was damaged. Crime Report No. YY/023034/13 Bus window smashed - Between 22:15 and 22:16 on Saturday 23rd of November, the window on a bus going along the High Street near the church was smashed. CCTV being recovered. Crime Report No. YY/023778/13 There was a report of vehicles parking on the grass in Trafalgar Close. PCSO Negus would assist where she could in asking vehicles not to park here as the PC objects to this. Community Warden – J. Newton will speak with the Dog Warden regarding the recent dog fouling problems. Youth Club – Jack Fletcher from the Youth Club reported to the PC that the club is going well. He made a request for any adult volunteers to assist with either the weekly sessions or one off events. Their fundraising triathlon is set for 14/12/13 and sponsor forms will be circulating soon. The fundraising is to help with accommodation and equipment. They have lots of planned projects lined up for the future. The Chairman thanked Jack for speaking to the PC.	
6.	BOROUGH COUNCILLORS REPORT A report and map on road markings and signage into the Pilgrims Way dual carriageway was circulated prior to the meeting – see appendix A. Cllr Fulwell asked a question regarding the signage. Cllr Davis confirmed that it would be the same style of signage from the Hill Farm lay-by on the straight part of the road with a more prominent larger sign with a yellow background on the dual carriageway part with 2 large arrows on the road.	

	<p>Cllr Davis reported on the TMBC/KCC Cycle Strategy Meeting held last night at TMBC. An information sheet was circulated to Councillors – see appendix B. There are some changes; a bridge crossing and it now goes as far as the Running Horse roundabout in Maidstone. Cllr Davis asked the PC to consider the report and to pass any agreed views of the PC to him before the next meeting on this in February 2014.</p>	<p>All</p>
<p>7.</p>	<p>COUNTY COUNCILLORS REPORT There was not a report from the Cllr Homewood this month.</p>	
<p>8.</p>	<p>MEMBERS OF THE PUBLIC <i>What is being done to improve the car park in Knowle Road?</i> The PC is looking at building a new village hall on the recreation ground and a tarmac car park is part of the hall plans. In the interim period the holes will be filled with road-stone. If plans for the hall do not come to fruition, the PC will have to relook at the car park but it will be down to finance available for this.</p> <p><i>What is happening with the allotment site?</i> A 'Housing Needs Survey' is currently being carried out. Dependant on whether there is a housing need in the village and subject to obtaining planning permission, the allotment site will move up to the current top end of the allotment fields and carefully planned development will be built on the current allotment site.</p> <p><i>Can Wouldham have a plastics recycling bin?</i> Cllr Dalton advised that this was debated at TMBC last week and it is highly unlikely that we will see more plastic recycling bins across the borough as it costs TMBC money to recycle plastic. There are currently 8 bins in TMBC area, with 1 in Burham only 1.5 miles away. Residents expressed concern at having to travel to Burham, especially for those who do not drive. Cllr Davis explained that the other option is to put plastics in the black bin which will then go to the incinerator at Allington.</p> <p><i>What is happening with the proposed car park to the rear of the Church?</i> Cllr Davis explained that this is not a PC responsibility but falls under the Church. The Church were advised that trying to raise 100K to build a car park in the current financial climate was unwise and that is where we currently stand with this.</p> <p><i>How did the 'Housing Needs Survey' and the allotment proposal come about?</i> This is a result of the PC/Trenport looking at part of the allotment area that had been vacant for a while. The PC had asked Trenport if it could assist with funding a new village hall on the back of the Peter's Pit development which they had confirmed that they were unable to assist with but had since suggested they might be able to assist with funding the hall through a small development on allotment site.</p> <p><i>Why is Peter's Pit now referred to as Peter's Village and will this become a separate village to Wouldham?</i> The name change from Peter's Pit to Peter's Village is for marketing purposes. The development still comes under Wouldham. Further down the line, Burham, Wouldham and Peter's Village may become 3 separate areas but there are not currently any plans to so at the moment.</p> <p><i>What will Wouldham get out of the Peter's Village development?</i> The development will provide a community facility, school, shops etc. Much of money allocated under the S106 agreement has been allocated to junction 4 improvements. The Peter's Village development and S106 agreement was agreed on 23/3/2006. The PC were consulted but it does not have an overriding right to veto anything in these plans.</p> <p><i>Is the PC trading off the allotment site for a new village hall when we should have got money from Peter's Village Development?</i> The PC looks at this as an opportunity to gain a new village hall in Wouldham and once the</p>	

	<p>Housing Needs Survey is complete, the PC will consider this opportunity with the needs of the village and a decision will then have to be made in order to then move forward with a planning application. Residents will be kept informed throughout this process.</p> <p><i>Where is the access going to go for the proposed allotment site development as there is concern that the access will run passed no. 61 Oldfield Drive?</i> There are not any preliminary plans as yet and this will be looked at by Trenport. Planning permission will be needed to be obtained and this will be the time to look at details such as this.</p> <p><i>There is concern that the Oldfield Drive infrastructure was not built to take on a further development and will the PC support this?</i> On the assumption that the proposed development will progress forward, TMBC will look at these points. These are valued points and there will be time to discuss these with TMBC/KCC.</p> <p><i>Does the PC own the recreation ground?</i> Yes.</p> <p>1 member of public informed the PC that a lot of current allotment people were not prepared to move their allotment and would give up their plots.</p> <p><i>Can we have more bus shelters in the village?</i> The PC has already looked into siting a bus stop opposite the Forresters PH but KCC would not agree to relocate the bus stop to accommodate a new bus shelter. The PC does not own any land in the village to place a bus stop and the current bus stop locations do not allow sufficient pavement width to place a shelter.</p> <p><i>Can a lay-by be created on the village green to place a shelter?</i> The PC does not own the village green and the cost involved would be too great.</p> <p><i>The footpath from the recreation ground to the tramway area is like a skating rink of mud. What can the PC do about this?</i> It was agreed to put some road stone here when filling the holes in the car park.</p>	Chairman
<p>9.</p>	<p>PLANNING: Planning applications considered and commented upon, by Planning Committee: No new applications received. Planning consents issued: None to report Planning applications refused: None to report. Other Planning Issues: It was agreed that the PC should look at protecting the village local businesses. Cllr Davis offered to make initial contact with TMBC on this for the PC. It was agreed that this should be included in the local plan.</p> <p>Local Plan review meeting notes had been circulated to Councillor's prior to the meeting – see appendix C.</p>	Cllr Davis
<p>10.</p>	<p>STREET LIGHTING: PC streetlight opposite 326 Pilgrims Ways – the resident had thought that the light sometimes goes out but is happy to leave this as it is if the PC are happy that there is not a fire risk here. It was therefore agreed that no further work is required here.</p> <p><i>7 Members of Public left the meeting at 8.30pm</i></p>	
<p>11.</p>	<p>HIGHWAYS & VERGES Pilgrims Way name-plate sign has not yet been replaced. The replacement has been agreed by TMBC.</p> <p>Winchester House Nursing Home – KCC's comments on their query regarding safety issues</p>	

	<p>here have been sent to them. School Lane parking issue – awaiting response from Andy Bracey at TMBC.</p> <p>Boundary Sign – all agreed to use KCC’s Small Works Team to design and build the sign.</p>	Clerk												
12.	<p>FOOTPATHS/PROW Missing manhole cover from verge at junction of Oldfield Drive/School Lane – now replaced.</p> <p>Community Payback – work continuing in the village, currently along Wouldham Road.</p> <p>Cllr Head is co-ordinating a map of landowners for Hill Road/Common Road with S.Boards at Trenport to assist with any fly-tipping issues here.</p> <p>Cllr Fulwell advised that the fly-tipping he reported on last month has been passed to Enforcement at KCC.</p> <p>Tree in the PC owned part of the alleyway by the School – Chairman will speak to the resident here. Cllr Parnell asked for an update on the missing bin at this location. The Clerk advised that the bin was not a TMBC bin and therefore it would be down to the PC to replace this and get an agreement for it to go on TMBC’s emptying schedule. There is a bin nearby in the School lay-by and therefore it was agreed not to replace the bin here.</p>	Cllr Head Chairman												
13.	<p>ALLOTMENTS Allotment fence – update still required</p>	Chairman												
14.	<p>WOULDHAM COMMON PCSO Kitterhing has reported that a litter pick is required here. Litter Warden carried this out on 26/11/13</p>													
15.	<p>VILLAGE HALL Existing: KCC Capital Grant has confirmed £4000 to be offered towards to heating subject to conditions; 3 detailed quotations, details of existing heating system and how any shortfall will be met. It was agreed that the Chairman will source 3 quotations following the same specification.</p> <p>Outstanding work – gate to be re-hung and front door threshold to be repaired. The Chairman advised that he will need to find a new contractor this work due to agreed contractor being ill.</p> <p>New Hall: Housing Needs Survey has been distributed to all the residents in the village on 22/11/13.</p>	Chairman Chairman												
16.	<p>RECREATION GROUND Car park holes – Chairman to arrange road stone purchase as previously agreed.</p> <p>Recreation ground inspection checks had been circulated to councillors during the month.</p>	Chairman												
17.	<p>FINANCE General – Nothing to report. Financial Statement – November 2013: This had been circulated to councillors prior to the meeting. Bank Position as at 31/11/13 Current Account £100.00 Reserve Account £34,613.12 Building Society £10,292.56 Income for November 2013</p> <table border="1"> <tr> <td>30/11/13</td> <td>W. Village Hall</td> <td>Hire Fee</td> <td>34.00</td> </tr> <tr> <td>15/11/13</td> <td>TMBC</td> <td>Open Spaces Grant</td> <td>1584.00</td> </tr> </table> <p>Cheques for November 2013</p> <table border="1"> <tr> <td>2853</td> <td>Sarah Eggesden</td> <td>Salary, expenses, O/T & gratuity – Nov 13</td> <td>1373.98</td> </tr> </table>	30/11/13	W. Village Hall	Hire Fee	34.00	15/11/13	TMBC	Open Spaces Grant	1584.00	2853	Sarah Eggesden	Salary, expenses, O/T & gratuity – Nov 13	1373.98	
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	2854	F.Rance	Salary, O/T & gratuity - Nov 13	224.57	
	2855	E.ON	Unmetered streetlighting	23.94	
	2856	JB Westwood	Ground maintenance – jul/oct 13	768.00	
	2857	Staples	Stationery	88.74	
	2858	Fawns	Playground repairs	2685.60	
The following cheques were signed for the Village Hall Committee for November:					
	100764	C. Taylor	Cleaner – Nov 2013	94.65	
18.	<p>SPECIAL ITEMS Items for the Church Newsletter – The next edition of the Parish Magazine is due in by 10th January 2014. It was agreed to include the following items along with anything new agreed at the January PC meeting:-</p> <ul style="list-style-type: none"> • Youth Club update • Defibrillator now in the village shop <p>Defibrillator Unit: - The Chairman and Clerk are looking into a suitable cabinet for the defibrillator to be placed outside the shop.</p>				<p>Clerk</p> <p>Clerk/Chairman</p>
19.	<p>CORRESPONDENCE LIST The list of correspondence received and letters sent during the last month had been circulated to all councillors prior to the meeting:-</p> <p>List of Correspondence received in November 2013</p> <ol style="list-style-type: none"> 1. TMBC – Electoral Services – Review of Polling Districts and Polling Places consultation. 2. KCC – Primary School Provision at Kings Hill, Leybourne Chase and Holborough Lakes 3. Trees to treasure – confirmation of order and collection arrangements. 4. TMBC – Y2 Crew – information on summer scheme for 2014 <p>Letters sent in November 2013</p> <ol style="list-style-type: none"> 1. Letter to Jay Patel, Wouldham Village Stores regarding placing the defibrillator on the outside of the shop. 2. Response to T. Weber on her letter re the planning at 326 Pilgrims Way 				
20.	<p>DATE OF THE NEXT MEETING: The next Parish Council meeting will be held on Tuesday 7th January 2014, starting at 7.30 pm and the Precept meeting agreed to be held on Tuesday 14th January, starting at 7.00 pm.</p>				
21.	<p>COUNCILLORS/CHAIRMAN/CLERK Cllr Fulwell suggested that the PC allocates time for a 'brainstorming session' in connection with the Local Plan review to look at what we want and need for the village. It was agreed that everyone should email round ideas in the first instance.</p> <p>Cllr Adams was pleased to note so many members of the public at the meeting tonight. He raised concern over a flyer being distributed to Oldfield Drive residents stating that the proposed allotment site would contain 70 houses when exact figures have not been discussed. Cllr Adams also suggested that we use the Parish Magazine to promote the fact that it is too late for the PC to do anything about Peter's Village development but we should highlight how residents can contact the PC if they feel strongly about anything. All councillors agreed that the PC should look into including this in the next parish magazine.</p> <p>As there was no further business, the meeting closed at 8.50pm.</p>				<p>All</p> <p>All/Clerk</p>