

**MINUTES OF WOULDHAM PARISH COUNCIL MEETING
TUESDAY 5th FEBRUARY 2013 AT 7.30PM
WOULDHAM VILLAGE HALL**

Present: Cllr R Stone (Chairman)
Cllrs D Adams, K Craib, T Fulwell, J Head, A Parnell and K Savage
Mrs S Eggesden (Clerk)
In Attendance:
Cllrs D Davis and R Dalton
Mr J Gore

		ACTION
1	APOLOGIES There were apologies from County Councillor Homewood.	
2.	MINUTES The minutes of the Parish Council meeting held on the 8 th January 2013 and the Precept meeting held on 15 th January 2013 were proposed by Cllr Head and seconded by Cllr Fulwell, to be a true record of proceedings and it was agreed that both sets of minutes were to be signed by the Chairman.	
3.	CO-OPTION OF COUNCILLOR An application had been received from Mr James Gore for the vacancy on the Parish Council. The Chairman proposed Mr Gore to be co-opted and this was agreed by all councillors. Mr Gore signed the Declaration of Acceptance book, witness and signed by the Clerk as Proper Officer of the Parish Council. The Chairman invited Mr Gore to join the meeting.	
4.	MATTERS ARISING FROM THE MINUTES Members agreed that any matters arising from the minutes would be dealt with under the appropriate heading, as the meeting progressed through the agenda.	
5.	DECLARATIONS OF INTEREST There were no declarations of interest.	
6.	POLICE & COMMUNITY WARDEN'S REPORT The crime report had been circulated prior to the meeting from PCSO Wilson. A report had also been circulated from the VOV PCSO, Kim Kitterhing. It was agreed that the Clerk would invite PCSO Kitterhing to the next PC meeting. Some councillors had heard rumours of a mugging in the village although nothing to date had been heard from the Police on this. A crack pipe had been found on the permissive footpath. It was agreed the Clerk contact PCSO Wilson regarding the above. The Clerk read out an email to the Council from PCSO Wilson regarding youths shining a laser into residents' houses in Rectory Close. It was agreed to include a report on this in the next parish newsletter.	Clerk Clerk Cllr Craib
7.	BOROUGH COUNCILLORS REPORT Cllr Dalton reported on the flytipping in Hall Road – 21 bin bags dumped here with suspected cannabis roots. The Police have been advised and are dealing with this. The 155 bus trial evening service ends on 31/3/13. This will be reviewed by KCC, Arriva and Borough Councillors. Changes will not come into effect for at least 8 weeks after the end date so the evening service is secure until at least June 2013. Cllr Dalton did request funding to purchase banners advertising the bus but has now personally funded 4 banners, one for each village. Cllr Davis is organising a flooding meeting. The Black Robin area will be looked at although no work will commence here until the new financial year. The purpose of the meeting is to draw attention to the work to be done. A new drainage maintenance program also needs to be put in place. Cllr Davis will be writing a report on this and invited comments back from the PC to ensure that everything is covered. Cllr Adams advised that the flooding problem at the Black Robin has got worse and work can't wait until the new financial year to be carried out here. It	

	<p>was agreed that the Clerk would request via the portal that the soakaway is emptied here, also contact the Highways Steward on this to highlight the extent of the problem here.</p> <p>Cllr Adams asked if the fly-tipping along Hall Road would be cleared by TMBC. Cllr Dalton confirmed that the Waste Services inspector would arrange clearance once she had confirmation from the police on this.</p> <p>The tyres dumped on Hill Road were discussed as they are still there. Cllr Dalton advised TMBC had confirmed that these are on private land. Discussion took place regarding the issue of the tyres initially being on the byway but then being moved to the side of the byway by the time PROW looked at them so they then would not clear them. It was agreed that the Clerk would contact David Munn, PROW, to outline to situation and advise that historically tyres have always been here cleared by PROW.</p>	<p>Clerk</p> <p>Clerk</p>
<p>8.</p>	<p>COUNTY COUNCILLORS REPORT The Clerk reported that Cllr Homewood had confirmed yesterday that he was forwarding a Member's Highways Fund (MHF) application form to her for the boundary sign.</p> <p>Cllr Homewood had emailed the Clerk regarding supplying and installing a kissing gate for the Common through MHF. The Clerk was waiting for confirmation that the railings would be secured by a grant in the new financial year. After much discussion, it was agreed that the PC did not want a kissing gate and railings at the Common as security was not an issue here and there were concerns that they would be stolen for the metal, as had happened to the kissing gate at the top of the Black Robin. It was agreed to ask Cllr Homewood if he could instead fund the supply and installation of a replacement kissing gate at the Black Robin, either in wood, or another suitable material. It was agreed that the Clerk would contact David Munn for suggestions of kissing gates other than metal.</p> <p>The Clerk advised that Cllr Homewood had confirmed receipt of the quotation for the landscape work in Oldfield Drive for the Members Grant.</p>	<p>Clerk</p> <p>Clerk</p>
<p>9.</p>	<p>MEMBERS OF THE PUBLIC No members of public present.</p>	
<p>10.</p>	<p>PLANNING: Planning applications considered and commented upon, by Planning Committee: None to report. Planning consents issued: TM/12/3707/DP – Lawful Development Certificate Proposed: Rear Dormer to roof and windows to side gable at 99 High Street, Wouldham – Certified on 22/1/13 Planning applications refused: None to report. Other Planning Issues: None to report.</p>	
<p>11.</p>	<p>STREET LIGHTING: Streetlight problems were reported as follows:- JOBO006 – opposite 7 Oldfield Drive – intermittent problem JHBT021 – 36 High Street – still on the portal, work still outstanding JOBO010 – outside 28 Oldfield Drive – still not working, previously reported. Hall Road, opposite Russet Homes cul-de-sac – not working and no number on streetlight. Castle Street – not working – WPC owned light. It was agreed that the Clerk would add the above to the portal and arrange for the PC's contractor to look at the Castle Street light.</p>	<p>Clerk</p>
<p>12.</p>	<p>HIGHWAYS & VERGES Cllr Head asked the council if she could do a feasibility study of the bus stops/shelters in the village as residents had asked her about putting in shelters and she thought that clear shelters might work with slightly moving some of the locations. It was agreed that Cllr</p>	<p>Cllr Head</p>

	<p>Head would look at the stop by Portland Road, the stop near to Ulandi and also look into the missing bus stop post on Knowle Road, opposite Cornwall Crescent. She would come back to the council with her report.</p>	
<p>13.</p>	<p>FOOTPATHS/PROW Trenport had asked if the PC could look at information from its legal team on the KCC application to upgrade restricted byways and bridleways, looked at last month. This information had been circulated to councillors prior to the meeting. All councillors agreed they had no objections to this application and to submit the original comments made last month in support of this application.</p> <p>The Clerk reported that a resident had contacted her regarding a large amount of dog mess by the sculpture site/start of MR1 and would like to make a request that the PC look into installing a dog bin here. Cllr Adams confirmed that there is a problem here and it was agreed to the Clerk contacting TMBC to request a dog bin here. Cllr Dalton asked if the Clerk would submit detail of the request to him as well.</p> <p>Cllr Savage had viewed the new bollards in Trafalgar Close and thought they would solve the issues here. It was agreed to monitor the footpath here.</p> <p>A resident had emailed the Clerk regarding various village issues as follows:</p> <ul style="list-style-type: none"> • overgrown vegetation in the open space off Trafalgar Close, over the railings leading down to the riverside. The Clerk had emailed the Environment agency regarding this. • 2 concrete bollards in Ferry Lane. It was confirmed that Ferry Lane is an unadopted road and the bollards were placed there to prevent cars parking here as residents would not be able to turn. • Footpath on the open space off Trafalgar Close – could this be cleared to extend along the river. Councillors confirmed that this leads onto private land from both sides therefore this would not be possible. • Tramway area – large holes appearing. It was agreed that Cllr Stone would put some road stone here to fill the holes. 	<p>Clerk</p> <p>Clerk</p> <p>Cllr Stone</p>
<p>14.</p>	<p>ALLOTMENTS Cllr Adams reported that following the meeting with Trenport, he had taken the Directors to the Allotment site to look at the access to the empty field. It was suggested that the allotment holders move their fence line up by 1 or 2 plots to increase the size and it was agreed that Cllr Craib would speak with A Marr regarding this and report back to the Council. From next year the remaining part of the field would be incorporated into the field to be farmed. For this year, the PC could utilize Terry Venn to top the field. There would be some financial recompense for this year. Once the top field is not under the PC's agreement, the rent will be reduced. It was agreed that the Clerk would confirm this in writing to Trenport and confirm with them that they would be responsible for the fence.</p>	<p>Cllr Craib</p> <p>Clerk</p>
<p>15.</p>	<p>WOULDHAM COMMON The Chairman and Cllr Head are to arrange a meeting at the Common to look at Cllr Head's concerns that not enough of the land is being worked here, with a view to then contacting Kent Wildlife Trust to see how they could assist here.</p>	<p>Chairman /Cllr Head</p>
<p>16.</p>	<p>VILLAGE HALL Existing Village Hall: - Nothing to report. New Village Hall: - The Chairman reported on the Trenport meeting. Notes had been circulated prior to the meeting. Cllr Adams suggested that we need to investigate into the feasibility of what to next; do we continue looking to build a new hall, wait for the Trenport community centre or look at investing in the hall we have. There was much discussion about Peters Village being a separate village and how it looks as though Trenport now want it to be more integrated than the PC had originally thought.</p> <p>It was agreed that the PC should now progress with fundraiser with the original hall plans. Cllr Fulwell asked for it to be noted that he has concerns with looking to fundraise for the</p>	<p>Clerk</p>

	<p>smaller hall design and that the PC should be looking at the larger hall design. As planning permission is required for fundraising and this would cost the PC in the region of a further £2000, it had been agreed already to not spend any further money on this.</p>																																			
17.	<p>RECREATION GROUND A resident had raised a concern about the vegetation on the lower fence line obscuring the view. It was agreed that the Clerk would contact the PC's contractor for a price for this work. Cllr Fulwell advised that the potholes in the car park are getting bigger and it was agreed that Cllr Stone would look into filling these again.</p> <p>The work on the fitness equipment was carried out this week by Fresh Air Fitness. The recycling area plans had not progressed yet with TMBC and it was agreed that the Clerk would contact TMBC during the month to confirm that the work would still be carried out in this year's budget.</p>	<p>Clerk Cllr Stone Clerk</p>																																		
18.	<p>FINANCE General – Jellybeans Pre-School had requested a donation towards Coronation coins for 43 pre-school children at a cost of £1.99. All councillors agreed not make a donation towards the coins and the Clerk would advise the Pre-School accordingly.</p> <p>Cllr Head asked why the Village Hall Cleaner is paying tax. The Clerk explained that on advice of the PC's accountant, all employees of the council should be paid under PAYE now and due to the cleaner having more than one job, tax is due on her income. This is settled through the PC's account and the amount repaid from the Village Hall account.</p> <p>Financial Statement – January 2013: This had been circulated to councillors prior to the meeting.</p> <p>Bank Position as at 24/12/13</p> <table border="0"> <tr> <td>Current Account</td> <td>£100.00</td> </tr> <tr> <td>Reserve Account</td> <td>£22,761.18</td> </tr> <tr> <td>Building Society</td> <td>£10,290.50</td> </tr> </table> <p>Income for January 2013</p> <table border="1"> <tr> <td>31/12/12</td> <td>Natwest</td> <td>Interest</td> <td>3.52</td> </tr> <tr> <td>10/01/2013</td> <td>Wouldham Village Hall</td> <td>Tax cleaner x 3 months – repayment</td> <td>36.40</td> </tr> </table> <p>Cheques signed:</p> <table border="1"> <tr> <td>2781</td> <td>Sarah Eggesden</td> <td>Salary & Expenses - Jan 2013</td> <td>£992.17</td> </tr> <tr> <td>2782</td> <td>F. Rance</td> <td>Salary - Jan 2013</td> <td>£171.59</td> </tr> <tr> <td>2783</td> <td>KCC</td> <td>VOV PCSO donation</td> <td>£200.00</td> </tr> <tr> <td>2784</td> <td>KCC(KCS)</td> <td>Refuse sacks</td> <td>£45.58</td> </tr> </table> <p>The following cheques were signed for the Village Hall Management Committee:</p> <table border="1"> <tr> <td>100734</td> <td>C. Taylor</td> <td>Cleaner – Jan 12</td> <td>Tbc</td> </tr> </table>	Current Account	£100.00	Reserve Account	£22,761.18	Building Society	£10,290.50	31/12/12	Natwest	Interest	3.52	10/01/2013	Wouldham Village Hall	Tax cleaner x 3 months – repayment	36.40	2781	Sarah Eggesden	Salary & Expenses - Jan 2013	£992.17	2782	F. Rance	Salary - Jan 2013	£171.59	2783	KCC	VOV PCSO donation	£200.00	2784	KCC(KCS)	Refuse sacks	£45.58	100734	C. Taylor	Cleaner – Jan 12	Tbc	<p>Clerk</p>
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19.	<p>SPECIAL ITEMS Items for the Church Newsletter – Cllr Craib agreed to write the newsletter for the March edition of the Parish Magazine. It was agreed to include the police laser pen report, James Gore joining the council, applying for a new dog bin, Cllr Homewood looking to secure a members grant for landscape work in Oldfield Drive and an update on the new village hall.</p>	<p>Cllr Craib</p>																																		
20.	<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>																																			
21.	<p>DATE OF THE NEXT MEETING: The next Parish Council meeting will be held on Tuesday 5th March 2013, starting at 7.30 pm.</p>																																			
22.	<p>COUNCILLORS/CHAIRMAN/CLERK Cllr Fulwell asked what is happening at School Farm. It was confirmed that this has not been sold and still belongs to the Maths School. Discussion took place regarding the cable</p>																																			

	<p>running through the farm boundary.</p> <p>Cllr Craib advised that there is still a problem with parking opposite the junction of Portland Place with the High Street. The Chairman advised that he had also noted a problem with parking opposite the junction of Cornwall Crescent and it was agreed to carry on gathering evidence of vehicles parking in these locations.</p> <p>Cllr Head asked if Cllr Craib had done the boundary sign design yet. Cllr Craib advised that she will get this done at the weekend. Cllr Head suggested that the sign is mounted on posts similar to the gateway posts. It was agreed it was essential to get the design done and approved as soon as possible due to time constraints with the funding here.</p> <p>As there was no further business to discuss the meeting closed at 9.10pm.</p>	<p>Cllr Craib</p>
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