

**MINUTES OF WOULDHAM PARISH COUNCIL MEETING  
TUESDAY 3<sup>RD</sup> SEPTEMBER 2013 AT 7.30PM  
WOULDHAM VILLAGE HALL**

Present: Cllr R Stone (Chairman)  
Cllrs D Adams, T Fulwell, J Head, A Parnell and K Savage

In Attendance: Mrs S Eggesden (Clerk)  
Borough Cllr D Davis and County Cllr P Homewood  
PCSO's R Wilson and T Iantosca  
Dale Hooker, Community Activity Teams (CATs)

		<b>ACTION</b>
<b>1</b>	<b>APOLOGIES</b> There were apologies from Cllr Gore and Borough Cllr Dalton.	
<b>2.</b>	<b>MINUTES</b> The minutes of the Parish Council meeting held on the 2 <sup>nd</sup> July 2013 were proposed by Cllr Adams and seconded by Cllr Head, to be a true record of proceedings and it was <b>agreed</b> that the minutes were to be signed by the Chairman.	
<b>3.</b>	<b>MATTERS ARISING FROM THE MINUTES</b> Members <b>agreed</b> that any other matters arising from the minutes would be dealt with under the appropriate heading, as the meeting progressed through the agenda.	
<b>4.</b>	<b>DECLARATIONS OF INTEREST</b> Any declarations would be declared, as appropriate, throughout the meeting.	
<b>5.</b>	<p><b>POLICE &amp; COMMUNITY WARDEN'S REPORT</b> PCSO Wilson reported on:-</p> <ul style="list-style-type: none"> <li>• 3 crimes in Wouldham since June: - 2 thefts from motor vehicles and theft of hanging baskets. Currently 70-80% of crime reported in the area is theft from motor vehicles.</li> <li>• A visit to a resident in Trafalgar Close regarding kids playing ball games on the open space area and allegedly intimidating a resident. There had only been 1 complaint and councillors were aware of this. A 'no balls games' sign would be ineffective as it could not be enforced.</li> <li>• She will continue to check for parking obstructions in the Oldfield Drive area.</li> <li>• A report regarding nuisance youths on the recreation ground lighting fires, writing graffiti on the youth shelter and bus stop and leaving rubbish lying around</li> </ul> <p>Cllr Fulwell asked if HGV lorries were permitted to park in a residential area as one had recently parked in Cornwall Crescent for a day. PCSO Wilson informed him that if the vehicle is taxed, insured and not causing an obstruction it can park where it likes.</p> <p>PCSO Wilson introduced Dale Hooker from CATs, a mobile youth service that has been visiting Wouldham recently on Friday evenings. He is slowly building up relationships with the youth of Wouldham getting them involved in activities such as football. It was asked how he targeted Wouldham? D.Hooker advised that following the end of the Youth Bus, KCC asked them to come in. CATs is a brand new service with funding for 3 years. (already 6 months in). It provides a mobile vehicle with an x-box, kitchen area and meets on a weekly basis. It target all youths in the village, not just any problem youths. They are looking to set up a facility, like Burham Scout Hut, for the youths to meet. D.Hooker asked if the Parish Council would look favourably on a building such as a porta-cabin going on the recreation ground for this purpose if funds could be raised. Councillors all <b>agreed</b> that this would be a good idea but it would have to be investigate with the TMBC Planning first. The youth club would be run by CATs but volunteers would be welcome as CATs could take care of the administration side for the volunteers such as CRB checks. Cllr Adams advised that he would be happy to work with D.Hooker on this project and asked what the next stage is.</p>	<b>Clerk</b>

	<p>PCSO Wilson advised that she would be working with D. Hooker on a business plan and would look to report back at the next meeting also inviting other agencies that might provide funding. D.Hooker asked if he could bring some of the youths along to the next meeting so they can put their ideas forward which councillors <b>agreed</b> to.</p> <p>Questions from the Parish Council to the Police:-</p> <ul style="list-style-type: none"> <li>• Smashed glass bottles, presumably alcohol bottles have been found near the youth shelter so could the Police speak with village businesses which sale alcohol about selling to under-age youths. PCSO Wilson <b>agreed</b> to speak with them.</li> <li>• PCSO Wilson was asked if she could have a regular presence in the village that residents know about. It was suggested that she attends, when on duty, the Over 60's club on Tuesdays. PCSO Wilson <b>agreed</b> to attend.</li> </ul> <p>D.Hooker requested assistance with finding someone with a good history knowledge of the local area as he is interesting in teaching the youths about their village. It was suggested that the over 60's club might be a good first point of contact for him.</p> <p><i>PCSO's Wilson, Iantosca and D Hooker left the meeting at 8.20pm</i></p>	<p><b>PCSO Wilson/D. Hooker</b></p> <p><b>PCSO Wilson</b></p> <p><b>PCSO Wilson</b></p>
<p><b>6.</b></p>	<p><b>BOROUGH COUNCILLORS REPORT</b>                  Cllr Davis reported that it had been a quiet summer at TMBC. The burial ground application on Common Road had been withdrawn from the last planning meeting.</p> <p>The next ASB meeting is on 24/9/13, 2pm at Aylesford PC offices. It has been fairly quiet on ASB issues across the 3 villages.</p>	
<p><b>7.</b></p>	<p><b>COUNTY COUNCILLORS REPORT</b>                  Cllr Homewood reported that it had been quiet month at KCC. He advised that he is having problems securing MHF for the Oldfield Drive roundabout planting scheme but will keep pushing on with this. There are proposed radical changes regarding the Members Grant and he hopes to report on these changes next month.</p> <p>Cllr Parnell asked if the Over 60's club received their grant money and Cllr Homewood confirmed that they are due to receive a bank transfer for £500 any day now.</p> <p>Cllr Fulwell advised that nothing has been done by KCC to introduce KCC Freedom passes to 6th form students. Both Cllrs Davis and Homewood advised that KCC do not have the money to extend the subsidy to the 6<sup>th</sup> form students and do not have a legal obligation to do this.</p>	
<p><b>8.</b></p>	<p><b>MEMBERS OF THE PUBLIC</b>                  No members of public present.</p>	
<p><b>9.</b></p>	<p><b>PLANNING:</b>  <b>Planning applications considered and commented upon, by Planning Committee:</b>                  TM/13/02202/FL – School Farm House, School Lane, Wouldham. Change of use of land from agricultural to residential curtilage – Cllr Head declared an interest in this application. Response was <b>agreed</b>:-                  The Planning Committee did not object in principle but had concerns about future usage. Therefore they would ask TMBC to make sure conditions are in place so than any new building of any type would not be permitted on this site in future, any existing buildings on this land should not be used for development purposes and this application should not set a precedent for any remaining land to be converted to residential.  <b>Planning consents issued:</b> TM/00772/RD – School Farm, School Lane, Wouldham. Details pursuant to conditions 8, 11 and 14 of planning permission TM/10/02529/FL – Approved 17/7/13                  TM/00772/RD – School Farm, School Lane, Wouldham. Variation of conditions 6, 13 and 15 on planning permission TM/10/02529 – Approved 22/7/13                  TM/13/01539/FL – 322 Pilgrims Way, Wouldham. Rear extension – Approved 12/7/13</p>	<p><b>Clerk</b></p>



	<p>fill the gap. Cllr Adams advised that he has a meeting with RMG tomorrow so will find out more about planting here. Cllr Head <b>agreed</b> to speak with J. Dicker at TMBC to see if there are any trees, possibly fruit, that may be available for planting here.</p> <p>PROW are happy for the PC to use Community Payback people to work on footpaths. Cllr Head <b>agreed</b> to ask them to work on footpath MR6 when their current scheduled work allowed.</p> <p>The Chairman had asked the PC's contractor to cut MR5.</p>	<b>Cllr Head</b>												
13.	<p><b>ALLOTMENTS</b> The Clerk reported that Anne and Andy Marr had resigned from the Allotment Association. It is hoped that 3 allotment holders are interested in running this and Anne will contact the Clerk with further details when she returns from holiday later this month.</p>													
14.	<p><b>WOULDHAM COMMON</b> It was <b>agreed</b> that the autumn cut is due here and the Clerk would contact the contractor. It was <b>agreed</b> to see how they cut the grass and then decide if we need to revise cutting schedule here.</p>	<b>Clerk</b>												
15.	<p><b>VILLAGE HALL</b> Village Hall gate and building work on pillars – Chairman advised that work is schedule to be carried out during the next 2 weeks.</p>													
16.	<p><b>RECREATION GROUND</b> Recycling Area – the bins have been moved by TMBC in preparation for the work on site to start this week. Cllr Head reported that a large quantity of black sacks had been dumped in the recycling area and she had informed TMBC and they had been removed.</p> <p>Car park holes - The Chairman confirmed that he would fill the holes with the road stone later this month.</p> <p>Graffiti on Teen Shelter - It was <b>agreed</b> that the Clerk would speak with the Litter Warden with regard to cleaning off the black marker pen.</p> <p>Bus Shelter - There is further chalk graffiti here. Cllr Davis advised the Clerk to contact Waste Services regarding getting this cleaned.</p> <p>RoSPA Report – circulated prior to meeting. It was <b>agreed</b> that the cable way did not need adjusting, the toddler gate just needed the rubber replacing and Cllr Fulwell would tighten the bolt on the swing. Quotes were in hand for the damaged wet pour area.</p> <p>Following an email received from the Grand Constable of the Grand Lodge of England, the Clerk asked Councillors for their agreement to hold a Bat and Trap event on the recreation ground on 17 August 2014. All councillors <b>agreed</b> to this and the Clerk would inform the Grand Constable accordingly.</p>	<p><b>Chairman</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>												
17.	<p><b>FINANCE</b> <b>General</b> – Nothing to report. <b>Financial Statement – August 2013:</b> This had been circulated to councillors prior to the meeting. <b>Bank Position as at 30/08/13</b> Current Account           £100.00 Reserve Account           £27191.36 Building Society           £10,292.56 <b>Income for July/August 2013 –</b></p> <table border="1" data-bbox="197 1812 1294 1848"> <tr> <td>30/06/13</td> <td>Natwest</td> <td>Interest</td> <td>4.05</td> </tr> </table> <p><b>Cheques for July &amp; August 2013</b></p> <table border="1" data-bbox="197 1912 1252 1977"> <tr> <td>2826</td> <td>Just the Job</td> <td>Ground Maint. June/July 13</td> <td>95.00</td> </tr> <tr> <td>2827</td> <td>E.ON</td> <td>Unmetered streetlighting Jun 13</td> <td>23.16</td> </tr> </table>	30/06/13	Natwest	Interest	4.05	2826	Just the Job	Ground Maint. June/July 13	95.00	2827	E.ON	Unmetered streetlighting Jun 13	23.16	
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	2828	JB Westwood	Ground Maint. Up to 17/7/13	558.00	
	2829	Fawns Rec. Services	Cradle Swing Seat	167.94	
	2830	Sarah Eggesden	Clerk Salary & Expenses – Aug 13	1090.42	
	2831	F.Rance	Litter Duties - Aug 13	171.99	
	2832	Kent County Playing Fields Assoc.	Subscription – 2013	20.00	
	2833	E.ON	Unmetered streetlighting – Jul 13	23.94	
	2834	Playsafety Limited	RoSPA Inspection	103.20	
	2835	Broker Network Ltd	Insurance Renewal	2162.99	
	2836	Just the Job	Ground Maint. - Aug 13	25.00	
The following cheques were signed for the Village Hall Committee for July and August:					
	100750	C. Taylor	Cleaner – Jul 2013	49.52	
	100751	R Dalton	Repair to WC cistern	36.00	
	100752	KCC	Paper towels/toilet rolls	55.16	
	100753	Southern Water	Village Hall supply	141.58	
	100754	C Taylor	Cleaner – Aug 2013	61.90	
	100755	EDF Energy	Electric Bill	150.00	
<b>18.</b>	<p><b>SPECIAL ITEMS</b></p> <p><b>Items for the Church Newsletter</b> – The Clerk <b>agreed</b> to write the newsletter for the October edition of the Parish Magazine due in by 10<sup>th</sup> September. It was <b>agreed</b> to include:-</p> <ul style="list-style-type: none"> <li>• Encouraging resident to look after the weeds outside the front of their property/take pride in their village</li> <li>• Mention about the youth service provided in the village by CATs.</li> <li>• Reporting problems with streetlights</li> <li>• The new defibrillator unit, obtained free of charge via Cllr Adams. Requests for any volunteers with medical experience to come forward regarding using the unit.</li> </ul> <p>The location of new defibrillator unit was discussed. It was <b>agreed</b> the Village Hall entrance was the only suitable place and to have a list of key holders. The Clerk would source new batteries and pads and add the unit to the PC's insurance policy. It was <b>agreed</b> to work on getting this operational as soon as possible and to find out what is required.</p> <p><b>Adoption of Standing Orders, Financial Regulations, Risk Assessment, Internal Control Procedures/Internal Audit Review checklist and Complaints Procedure</b> – Councillors approved adoption of all documents.</p>				<b>Clerk</b>
<b>19.</b>	<p><b>CORRESPONDENCE LIST:</b> The list of correspondence received and letters sent during the last month had been circulated to all councillors prior to the meeting.</p> <p>Cllr Savage agreed to attend the TMBC local planning meeting on 26<sup>th</sup> September.</p> <p>Walter Burke's Gravestone - The letter received from a Larkfield resident had been passed to the Church to discuss action of this at the next Church meeting. It was agreed to wait and see what the Church say on this and the Clerk would write and update the Larkfield resident.</p>				<p><b>Cllr Savage</b></p> <p><b>Clerk</b></p>
<b>20.</b>	<p><b>DATE OF THE NEXT MEETING:</b> The next Parish Council meeting will be held on Tuesday 1<sup>st</sup> October 2013, starting at 7.30 pm.</p>				
<b>21.</b>	<p><b>COUNCILLORS/CHAIRMAN/CLERK</b></p> <p>Cllr Parnell asked if we could invite a speaker from the Ambulance service to speak at the next PC meeting to speak on the ramifications of the PC owning a defibrillator unit. It was <b>agreed</b> that the Clerk would contact the Ambulance service. Cllr Parnell thanked Cllr Adams for sourcing the defibrillator unit.</p> <p>At 9.50pm the meeting moved into closed session.</p>				<b>Clerk</b>

