MINUTES OF THE MEETING OF THE PARISH COUNCIL TUESDAY 19TH MAY 2015 AT 7.30PM WOULDHAM VILLAGE HALL

Present: Cllr J Head - Chairperson

Cllrs D Adams, K Aspinall, R Fitzwater, T Fulwell, G Goode, A Marr and D Parris

In Attendance: 12 members of public

APOLOGIES There were apologies from Borough Cllr R Dalton & Borough Cllr D Davis - attending a full council neeting at TMBC	
TINUTES The minutes of the Parish Council meeting held on the 07/04/15 were proposed by Cllr Head and econded by Cllr Adams to be a true record of proceedings. It was agreed by all other councillors that the minutes were to be signed by the Chairperson.	
MATTERS ARISING FROM THE MINUTES Members agreed that any other matters arising from the minutes would be dealt with under the ppropriate heading, as the meeting progressed through the agenda.	
DECLARATIONS OF INTEREST Illr Head declared an interest in any grounds maintenance issues. There were no other declarations. In the standard of the standard	
2.2 County Councillors: An e-mail had been circulated and there were no questions. 3.3 Police Report: No report received this month. 3.4 Neighbourhood Watch Scheme: 2.6 Neighbourhood Watch Scheme: 2.6 Neighbourhood Watch Scheme: 2.7 Syouth Club: No updates from CATS 2.8 Police Report: No report received this month. 3.8 Police Report: No report received this month. 3.9 Police Report: No report received this month. 3.0 Police Report: No report received this month. 3.0 Police Report: No report received this month. 3.1 Police Report: No report received this month. 3.2 Police Report: No report received this month. 3.4 Police Report: No report received this month. 3.5 Police Report: No report received this month. 3.6 Police Report: No report received this month. 3.7 Police Report: No report received this month. 3.8 Police Report: No report received this month. 3.9 Police Report: No report received this month. 3.9 Police Report: No report received this month. 3.9 Police Report: No report of April between 8:15pm and 11:34am on Tuesday 7th of April. 3.9 Police Report: No report of April between 8:15pm and 11:34am on Tuesday 7th of April. 3.9 Police Report: No report of April between 8:15pm and 11:34am on Tuesday 7th of April. 3.9 Police Report: No report of April and 11:34am on Tuesday 7th of April. 3.9 Police Report: No report of April and 11:34am on Tuesday 7th of April. 3.9 Police Report: No report of April and 11:34am on Tuesday 7th of April. 3.9 Police Report of April and 11:34am on Tuesday 7th of April. 3.9 Police Report of April and 11:34am on Tuesday 7th of April. 3.9 Police Report of April and 11:34am on Tuesday 7th of Ap	CIIr Aspinall
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6. PLANNING

6.1 Planning applications considered and commented upon by the Planning Committee:

- TM/15/00998/RM Reserved matters application for phase 2 at Peters Pit *Cllr Fulwell* passed positive comments on the application and design it appears that more parking has been allocated as part of phase Two and less Tandem Parking has been designed, taking on board comment passed for Phase One.
 - Positive comments to be issued and no objects to this application.
- TM/15/01240/RM Reserved matters application in respect of appearance for the erection of 6 no. electricity substations at Peters Pit – All Ok – No Comment to be submitted by WPC
- TM/15/00533/RD Travel Plan Peters Pit deadline for response extended until Friday 5th June 2015 *Comments compiled by Cllr Goode, all Cllrs agreed to submit these comments as WPC response to the Travel Plan.*
- TM/15/00926/FL additional info regard PV panels at School Farm All ok No Comment to be submitted by WPC

Actioned:

 TM/15/00533/RD - Former Peters Pit and Peters Works site, Hall Road - details of Travel Plan pursuant to condition 37 of planning permission TM/05/00989/OAEA - objection emailed to TMBC on 9/4/15 AMENDMENT MADE TO CHANGE MONITORING TO SIX MONTHS CIIr Head

- TM/15/00926/FL Conversion of 3 of the 4 barns on the site into residential accommodation at School Farm, School Lane *No comments made on this application*.
- 6.2 Planning consents issued: None6.3 Planning applications refused: None
- 6.4 Other Planning Issues:

Outstanding Actions

- Land at the end of Ferry Lane alleged breach of planning control reported to TMBC Enforcements who will carry out a site visit - 1.12.14. No further update received.
- Wouldham Primary School to be listed on an historical register info emailed information to Cllrs for further action on 21.4.15 – Cllr Adams to pursue; Cllr Adams informed that the school were in support of this.

Cllr Adams

Flood Plan - Registered Cllr Head with the EA for flood alerts. Waiting for TMBC's assistance with the flood plan.

7. PETERS VILLAGE

- Piling no further complaints had been received this month. The piling monitoring report will be available shortly, still outstanding
- emailed resident & PC with info from BAM on the cofferdams 23.4.15

****** CONGRATULATIONS WOULDHAM SCHOOL ********************

 3 villages Art Competition – WOULDHAM SCHOLL WON FIRST PRIZE! WELL DONE TO ALL ENTRIES AND CONGRATULATIONS TO WOULDHAM SCHOOL.

BAM and Trenport donated the £2000 prize money for the competition.

Changes to layout at junction of Pilgrims Way/Dual carriage way, BAM informed of incidents
occurring at night due to poor visibility and cars colliding with the new kerb line – BAM
installed cones until a permanent solution can be installed.

Actioned:

 Dog bin – WPC have agreement from TMBC for a Dog Poo Bin to be installed on the path at Hall Road and this is due to be installed shortly. WPC has advised of the location required.

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8. MEMBERS OF THE PUBLIC

Following receipt of a recent canvassing leaflet by the Wouldham Six could the Cllrs involved clear the air and offer an apology or explanation as to their involvement in this? Cllr Fitzwater explained that he was not aware of the content on the front page of the leaflet, only the small piece he submitted for the back page of the leaflet. Cllr Adams made no comment.

The work is being carried out on the old Foresters Arms is becoming unsightly and has been ongoing for some months now – as well as deliveries on building supplies being left in the middle of the footpath. What can be done?

WPC cannot do anything as they are not doing anything illegal. TMBC are aware of the site and will monitor the work. Works have temporarily stopped, as small section of contaminated land was found in the rear garden, soil sample results are awaited, hopefully things will commence once this has been resolved. WPC to monitor.

Regular items crop up time and time again via the Members of the Public, such as Flood Wall, Parking, Arriva Bus Incidents – could these items be added to the meeting agenda until fully resolved? WPC agreed to do this.

HGV & Arriva Bus incidents – can this be officially recorded by the WPC as there has 14 incidents in 18 Months – WPC will look into this and the possibility of a 'live' record of incidents as these are going to become more common place as Hall Road opens.

Issues with High Street have been reported to Michael Heath of KCC – Video footage is available of the road surface moving under the weight of the vehicles as the construction and substrate of the road was not designed to take the weight of HGV'S. KCC response to date – no action can be taken as priority id given to roads where fatalities or injuries have occurred as a consequence of an incident.

WPC Social Media and Website update – some time ago it was discussed that a WPC Facebook page should be created to inform residents on local group pages – this is ready to go 'live' if WPC in agreement. Website platform also needs updating and a new e-mail address would be good, instead of using HOTMAIL – we could purchase – for small fee a new website platform (£6/YR) and e-mail address (£1/YR) – clerk@wouldhampc.co.uk – All ClIrs agree to go ahead and action this – regular item will be added to agenda. James Rutherford has kindly offered to set up and support WPC.

Parking along Oldfield Drive is reported as still being a problem at Certain times of the day with residents being blocked at access ways, cars parking on the pavement and issues at School Times. PCSO should be first point of contact; WPC will ask TMBC to look at the possibility of ZIG ZAGS at the rear school gate. Cllr Adams will ask the school to issue their regular reminder to parents.

A lot of rubbish is being left on the recreational ground between the basketball court and the play area; can we have an additional bin installed? WPC will look into cost of a bin and contact TMBC to see if they will empty it as part of their regular regime.

Could Hall Rd become a Toll Road charged to users except local residents – as part of Hall Rd is privately owned – This is not possible as the new road is subject to a Section 38 Agreement with the Trenport and will be adopted by KCC once it has been completed and is in use.

Another Arriva incident was recorded where a car was significantly damaged, can we ask how we can stop this happening? The WPC is awaiting a meeting with TMBC, KCC & ARRIVA this is due to be scheduled and we will keep residents informed.

Can the car park holes be filled in? This needs to be sorted and was stated in the last minutes – WPC agree to look into more substantial repairs to ensure low maintenance in the long term.

Dated:

CIIr Head

WPC

WPC

CIIr Head

Signed: _

9. STREET LIGHTING: Portal Items reported this month/still outstanding:-121061 now under 17234686 - High Street - JHBT014 -not working - enquiry attended and more work required by UK Power Network. Resident had enquired on this and a response has been emailed. **Outstanding Action:** Cllr Aspinall was to obtain a couple of quotes to compare to EON; current supplier for the PC owned street lights. Cllr Aspinall explained that there was no information available regarding usage and account details for EON so was unable to do this - Cllrs agreed to put this on hold until a later date. 10. **HIGHWAYS AND VERGES** Actioned: B.Cllr Davis forwarded an email to the clerk re residents question on parking on the pavements. Response emailed to the resident - 9/4/15 **Outstanding Actions:** Andy Bracey, TMBC agreed to hold a site meeting with parish Cllrs & Borough Cllrs after the election to look at the parking issues in the village. **WPC** Boundary Sign on Pilgrims Way. KCC have stated that we can only use the Invicta Logo on the sign – this needs to be looked at again as we have the funding from TMBC. Village sign - Cllr Head have provided RBL with details and we are awaiting the designs. Cllr Solar lighting would be looked at. Cllr head would prefer an enamel sign to protect it against the Head weather long term. Oldfield Drive parking issues remain an issue - following on from residents concern raised in April, the Clerk had contacted the Police on the parking issues here. A Leaflet was issued to the **WPC** village asking for considerate parking but issues still occurring. WPC to look into what action can be taken or who to contact with issues. Roundabout in Oldfield Drive is to be brought to KCC's attention, as there is no current signage installed to inform drivers that this is a roundabout and no markings on the roundabout to **WPC** indicate direction of traffic. Portal Items reported this month/still outstanding:-150440 - British gas van parking on verge in High Street and causing damage. KCC have contacted the B.Gas and the van owner has been spoken to. FOOTPATHS/PROW 11. **Outstanding Action** Blocked drain on old allotment footpath - outstanding but currently not causing an issue Hill Road - chased both PROW and VOV on the proposed work MR9 - dog bin request made to TMBC. They will not pay for bin or installation here but will service the bin if WPC pay to have it installed. Agreed Cllr Fulwell to check with resident at CIIr location if they have objections and to gain a quote for the cost of bin and installation. **Fulwell** 12. **ALLOTMENTS** Actioned: Contacted AA regarding bonfires during the daytime and weekends. They will put a note on the allotment gate for allotment holders to be considerate when lighting bonfires and to avoid weekends, as per TMBC guidance. Emailed A.A. to request allotment holders cut the weeds back from the perimeter fence on their side next to footpath MR6 13. WOULDHAM COMMON Cut due soon. Recent issue with rubbish being left at the common, need to issue a gentle reminder to ask users to take home their rubbish.

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14.1 Existing Hall: Outstanding Actions: • Cllr Adams stated that outstanding repairs will be undertaken on w/e 23/05/2015 • Proposed Next Meeting is 9/06/2015 – Should this be an AGM due to Terms of Reference? 14.2 Village Hall Fundraising Committee – • Lottery Grant submitted; Cllr Fulwell will obtain a date to receive a response for Stage One. 15 RECREATION GROUND Actioned:	
 Cllr Adams stated that outstanding repairs will be undertaken on w/e 23/05/2015 Proposed Next Meeting is 9/06/2015 – Should this be an AGM due to Terms of Reference? 14.2 Village Hall Fundraising Committee – Lottery Grant submitted; Cllr Fulwell will obtain a date to receive a response for Stage One. 15 RECREATION GROUND 	
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parts received and Cllr Fulwell carried out repairs	
sofa removed	
Outstanding Actions:	
 To look at prices/grants for new seesaw - agreed 4 spring design would be a better design. filling of car park potholes and entrance into the recreation ground from Oldfield Drive – WPC agreed that a long term solution needs to be looked at; the surface needs to be levelled – Cllr Fulwell offered to speak with BAM Nutall for advice or assistance – quotes for the work may need to be obtained. 	
 TMBC may have a plastic recycling bin available for Wouldham. Clerk has confirmed that WPC would be interested in this. Lesley Letts TMBC confirmed no decision made as yet. 13/5/16 – Lesley will keep Cllr Aspinall updated Cllr Head - to check social club deeds 	
************************ Latest News *******************	
WPC discussed the proposal for a FUN DAY to take place on the same day as the planned Dog Show	ir
on Sunday 16th August 2015 – Cllr Parris offered to co-ordinate this event.	ris

16. ADMINISTRATIVE AND FINANCE MATTERS	
16.1 Approval of accounts for payment - list circulated of cheques signed	
Actioned:-	
Internal audit carried out and report circulated. Clerk has completed annual audit form which padd final cigning by Chairnerson at the June PC meeting. Proceedings Proceedings Proceedings Procedings Procedings	
needs final signing by Chairperson at the June PC meeting. • The matter of investing in a PC laptop as previous clerk used her own PC – Cllr Adams proposed	
and Cllr Fitzwater seconded.	
The matter of purchasing a voucher for Wealden Hall for Sarah Egglesden by way of a thank you	ir
for her years of service was raised, Proposed by Cllr Adams and seconded by Cllr Parris. Cllr Hea	ad
Goode proposed purchasing a bouquet of flowers; this was seconded by Cllr Head.	
 The matter of a new e-mail, updated website, Parish Council Facebook Page was addressed and all Clirs agreed to proceed with these – James Rutherford has kindly agreed to help set 	
these up and help to maintain these.	
16.2 Church News Items for the July edition – Cllr Parris agreed to write about items for Parish	
News	
16.3 advertisement for new clerk – Cllr Aspinall and Cllr Head agreed to look into this and contact KALC for advice	
16.4 to consider outsourcing the book keeping/PAYE – Possibility of using Arcadia (in Burham) until a clerk is appointed and trained.	
Actioned:	
donation cheque raised for Jellybeans hall hire for the VHC & JB informed	
donation cheque raised for Guides	
Emailed JB re councils decision on donation requests	

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17. CORRESPONDENCE LIST The list of correspondence received and letters sent during the last month had been circulated to all councillors prior to the meeting (not including emails):List of Correspondence received in April 2015 Came & Co. Spring newsletter Clerk and Councils direct - May 2015 18. DATE OF THE NEXT MEETING The next Parish Council meeting will be held on Tuesday 2nd June 2015 starting at 7.30pm. 19. QUESTIONS FROM COUNCILLORS, CHAIRMAN AND CLERK/FUTURE AGENDA ITEMS Cllr Goode asked if anyone was aware if the supermarket bus still attended the local villages as they have been asked by a local resident, if so, can this return to Wouldham. Cllr Goode agreed to look into this further.

Cllr Parris mentioned that the WPC were to get a quote to do repairs to the recreational ground carpark - did this happen? The WPC have agreed to look at long term solution to repair the surface including re-levelling.

Cllr Head mentioned the review of the License at The Medway Inn – no correspondence has been

Cllr Parris asked if we could obtain a stencil & spray paint for the footpath 'pick up after your dog'. WPC agreed to try to get a price for this.

Cllr Parris has spoken with a resident at Cornwall Close as people are parking right on the corner & visibility is bad, could yellow lines be painted here to resolve? WPC to ask TMBC.

Cllr Parris mentioned the Riverside Flood Wall & asked for a re-visit for monitoring/update of movement by TMBC & an updated report. WPC to contact TMBC.

Cllr Adams informed all Cllrs are invited to Wouldham School on 17th June for the 150 years celebration. If Cllrs wish to attend could they please contact the school office on 01634 861434.

The Parish Meeting closed at 9.32pm.

received by the PC to date.

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