

**MINUTES OF WOULDHAM PARISH COUNCIL ANNUAL GENERAL MEETING
TUESDAY MAY 4TH 2021 AT 7.00PM
This meeting happened via Zoom**

1. To receive apologies for absence

Cllr Head, Cllr Parris (unable to join)

Present: Cllr Bell, Cllr Rimmington, Cllr Marr, Cllr Savaryn, Cllr Baker, BCllr Dalton, BCllr Davis, 3 members of public

2. To receive Chairman's annual report for 2020/21

The PC have received the Chair report, it is on our website

3. Election of Chairman for 2021/22

Councillor Bell was proposed by Cllr Rimmington and seconded by Cllr Savaryn
5 votes for. Cllr Bell is elected Chair for the coming year.

4. Election of Vice Chairman 2021/22

Councillor Baker was proposed by Cllr Rimmington and seconded by Cllr Savaryn
4 votes for 1 abstain. Cllr Baker is elected Vice Chair for the coming year

5. Signing of Declaration of Acceptance of Office by Chairman, Vice Chairman and Councillors.

Due to the meeting being held via Zoom, this will be signed within the next 7 days.

6. To appoint membership for Committees/Groups:

Cllr Bell suggests that the appointing of committees is carried out when a full Parish Council are in attendance. All agree, to go on the next agenda

6.1 Planning committee appoint 4 Councillors

6.2 Village Hall Committee – appoint 3 Councillors

6.3 Finance committee x 3

6.4 Highways Committee x 4

7. To appoint Councillors to the following responsibilities

7.1 Neighbourhood Watch	Cllrs Rimmington and Gray
7.2 Allotments Association – PC contact	Cllr Marr
7.3 Flooding/emergency planning	Cllrs Rimmington and Gray. Clerk
7.4 Footpaths/ Litter/bins	All Councillors
7.5 Parish Website	Cllr Head
7.6 CCTV	Cllrs Head, Rimmington and Gray
7.7 Recreation Ground litter bins	Cllr Parris also all Councillors
7.8 Insurance Risk Assessment check	Cllr Parris and clerk

Signed _____

Date _____

- 7.9 Life buoy check** **Cllr Rimmington**
- 7.10 Wouldham Common** **All Councillors**
- 7.11 Wouldham School governor** **Cllr Baker**
- 7.12 Attendance at KALC/PPP meetings** **Any councillor with an interest on the Agenda.**
- 7.13 Highways and verges** **This subject to be part of Highways Committee**
- 7.14 Street Lighting** **All Councillors**
- 7.15 Grant applications** **To be discussed at other meetings**

8. Wouldham Parish Council Bank Accounts

To agree signatories; Nat West Current Account Cllrs Head, Baker, Bell and Clerk

Nationwide Savings Account Currently only Clerk, Cllrs Baker and Savaryn to be added

To Agree future full council meeting dates

Future virtual meetings have been rejected by the Government.

Parish Council to wait until May 17th (3rd step) before deciding on June 1st meeting. TMBC are only allowing 22 people in the chamber, others who wish to join are not allowed to stay but can Zoom from the other chamber.

Clerk to find out how many people under current guidelines can be in the village hall.

Meeting ended 19.29

MONTHLY MEETING OF WOULDHAM PARISH COUNCIL MAY 4TH 2021

This meeting was conducted via Zoom

Present: Cllr Bell, Cllr Rimmington, Cllr Baker, Cllr Savaryn, Cllr Marr, BCllr Dalton, BCllr Davis, 3 members of public

1.	APOLOGIES Cllr Head Cllr Parris	
2.	MINUTES The minutes of the Parish council meeting held on April 6 th were proposed by Cllr Rimmington and seconded by Cllr Savaryn The minutes for the meeting held on April 27 th were proposed by Cllr Savaryn and seconded by Cllr Rimmington to be a true record of proceedings. It was agreed by all other councillors that the minutes were to be signed by the Chairman.	
3.	MATTERS ARISING FROM 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	

Signed _____

Date _____

	None reported	
5.	EXTERNAL REPORTS	
5.1	<p>Borough Councillor: All received and on website. Questions: The report mentions a date in the summer for work on the Swale, has a date been given? BC Davis will ask. There is a mention of a gate to be installed on the new path, do we know where this will be? yet to be decided.</p> <p>BC Davis states: It is clear that the flooding is not uncontrolled, the swale is water management. The intention is for ongoing management during high water events. Was the swale identified as a flood area? It should not be classed as a flood area, water is not caused by sluice gates in the SSSI it is caused by the water table and is not considered a flooding risk. The houses built will survive a one in one thousand year flood event</p>	
5.2	<p>County Councillor: Results of the election will be in sometime on Friday, Cllr Davis will inform the Clerk of the result as soon as it is known. When the result is known the Chair asked that the new KCC Cllr be asked to either attend out meeting or send in a report.</p>	
5.3	<p>Police report No report has been received from our PCSO, these come from the weekly "ewatch". Clerk to ask for one. Cornwall Crescent: Between 7:00pm on Thursday 29th of April and 6:21am on Friday 30th of April. Somebody stole a green Land Rover Discovery, BN07***, from the road. Crime Report No. 46/72183/21 Waterman Way On Monday 12th of April around 7:00pm. Somebody smashed a window of a residential property. Crime Report No. 46/63132/21 Worrall Drive: On Friday 23rd of April around 5:10pm. Somebody stole used cooking oil from a school. They were seen in a silver Ford Transit Connect. The police have the registration and are continuing their enquiries. Crime Report No. 46/68327/21</p>	
5.4	<p>Neighbourhood Watch Scheme: Cllr Rimmington walked round PV with PCSO, spoke to Bovis and Bellway representatives re: parking and the school parking. Couple of youths causing trouble on scooters and being abusive. Someone with an air rifle fired from the other bank of the river and broke 2 windows, he has been arrested. Cllr Baker asked about graffiti on a tree as seen on Facebook.</p>	
5.5	<p>Community Warden. No report</p>	
6.	PLANNING	
6.1	<p>Planning applications considered and commented upon by the Planning Committee TM/00748/FL 2 Boulton View Installation of 3 velux windows Cllr Baker had visited the site and noted that all 3 windows overlook neighbouring properties. Clerk to write to planning. TM/0150/FL 7 Heron Place extension: No objection as it does not overlook any neighbouring properties although it fills most of the garden it is within site boundaries.</p>	Clerk Clerk
6.2	<p>Planning consents issued: TM/21/00720/TPOC 99 High St Overhanging tree TM/21/00656/LDP 70 High St, dormer window</p>	
6.3	<p>Planning applications refused:</p>	
6.4	<p>Other planning issues: Trenports plan to build on allotment site:</p>	

Signed _____

Date _____

	<p>The PC have to ask 3 questions; do they want to speak to Trenport before the plans are in? Who will speak and what will they ask for?</p> <p>Most of the residents who replied to a letter sent out telling them the Trenport plan think we should speak to Trenport but the PC are concerned that there is no plan yet to speak of, therefore, no specific information available for us to make a decision on how to deal with it.</p> <p>Cllr Marr: Survey of Oldfield Drive on how they would like the PC to proceed. They were asked 3 questions: No objection, objection, talk to Trenport. 59 responses 25 objected 34 object but wanted to speak to Trenport</p> <p>Cllr Savaryn suggests opposing the plan in the first instance, if they don't it feels like admitting defeat. Trenport will have to consult the PC and the village via planning so this feels like the PC are doing their work for them. The PC had a stronger case 7 years ago but with no Local Plan we have no case. There is no date yet for Trenports pre-application talk with TMBC. Write to Trenport, state the PC object when they have had their pre app we need for information. Results.</p>	
<p>7.</p>	<p>MEMBERS OF THE PUBLIC.</p> <p>Steve Clack: Asks why, when residents said talk to Trenport, the PC's decision is not to not to talk to Trenport.</p> <p>Chair responds: The arial plan, sent round to the village is the only thing the PC have to go on, the PC have contacted TMBC, Trenport have not yet contacted them with any plan. The PC feel that they are being tested as to what Trenport will be doing.</p> <p>BC Davis says current Gov approach will end up damaging large areas of UK, if Trenport go via TMBC who could decline it? There are objections to be made such as building on High Grade agricultural land etc so why wouldn't you talk to them? As things stand the houses will be built there, (see Local plan on BC report). Local plan runs out end of this year, the previous Local Plan mentions agricultural land, infrastructure and lots of other points we could use. Feels like PC have asked a question of the residents but have decided against the result. The clerk comments that the PC are only local residents with no knowledge of planning procedure or legal and that the concern is that Trenport will manipulate the PC. Finishes by reiterating he think we should speak to Trenport.</p> <p>BC Davis: The National Planning Policy Framework has overridden the extant local plan. Strategic gaps (between villages) no longer exist. He considers the PC should tell Trenport we don't want the houses, there are things the village can ask for, not worried about allotments which will be moved. Thinking about the things the PC could ask for will be time well spent</p> <p>BC Dalton: Agrees with Steve thinks we should talk to Trenport to break the ice, until we can ask questions what will the PC be able to do, feels it has been misleading for the residents who have been asked.</p> <p>Alex: Lives on Oldfield Drive. He comments that local Infrastructure is at breaking point, the congestion on the High St, the constantly breaking water pipes, the A228 etc. He feels we should get as much info as we can get, feels like there is a degree on inevitability in the PC's thinking, Local traffic is awful, another 74 dwellings means 150 vehicles, School Lane, the High Street and the top road already full of cars, he asks that the PC</p>	

Signed _____

Date _____

	<p>link up with new County Councillor and join up objections based on traffic.</p> <p>KCC, in their recent election booklet states that they support building that residents want not that developers want, but KCC cannot block developments, they are statutory consultees for Highways. The BC's don't feel we get support from KCC, if a developer appeals on grounds of Highways, KCC say on appeal the roads can take it.</p> <p>Steve: Mentions a video that was on Facebook showing a car mounting the kerb by the Medway Inn to bypass the road closure, asks why there are no bollards on the corner. Chair comments that this is something that has been discussed at PC in the past.</p>	
8.	<p>HIGHWAYS AND VERGES: No report</p>	
9.	<p>STREET LIGHTING: No report</p>	
10.	<p>FOOTPATHS/PROW No report, the pathway behind Oldfield Drive is not a designated footpath.</p>	
11.	<p>ALLOTMENTS: No report</p>	
12. 12.1	<p>PETERS VILLAGE</p> <p>20mph consultation, request for other streets on PV</p> <p>Bovis have requested a 20mph limit on all the streets in their new development. Cllrs Rimmington and Baker ask if this can be extended to the whole estate? The Chair said this speed restriction has been in the High St for a few years but the police say they cannot enforce it. Speed watch will soon start again in PV.</p> <p>Cllr Baker concerned about adoption of roads in PV, whether a 20mph limit will affect this?</p> <p>BC Davis asks what is police policy on 20mph enforcement? Cllr Rimmington to find out, continuous speeders will get a letter but the police may still do an ad hoc enforcement.</p> <p>BC Dalton: 20mph is not a police issue, the 20mph zone in Wouldham was done under a health issue by KCC as Wouldham deemed to have higher health issues in Kent.</p> <p>Put on HIP – all agree</p>	
13.	<p>WOULDHAM COMMON: No report</p>	
14.	<p>VILLAGE HALL: Planning decision for new hall due May 18th</p>	
15.	<p>RECREATION GROUND: Access via Tramway and more car park space on the Rec</p> <p>Chair: Is the PC agreed on a car park on the far side of the Rec? A large one would be too expensive even without a change of pathway. Thinks we should extend existing car park</p> <p>Cllr Marr thinks a car park in this area isn't good idea anyway, it will be unlit and with no CCTV.</p> <p>Does the PC want a car park that end of the High St?</p> <p>Asks where have the cars that were displaced from the Tramway gone? Haven't heard of any complaints about the cars from surrounding area.</p>	

Signed _____

Date _____

	<p>VOTE: Do the PC want to build a car park on the Recreation Ground at the Tramway end? No 5 votes</p> <p>Do we need vehicle access to the back of the Recreation Ground at the Tramway end? If the PC agree they need access they should get solicitor advice? Things to consider, a percentage payment on maintaining the access road, access to the Rec over Graham Wests land, a larger number of vehicles using the access road to the car park than to the houses.</p> <p>VOTE: Do the PC want access to the back of the Recreation Ground? No 5 votes Clerk to let developer know</p>	
16. 16.1	<p>GENERAL VILLAGE BUSINESS: Discuss and approve matters for Community Magazine: Clerk to send round</p>	
17. 17.1 17.2	<p>ADMINISTRATIVE AND FINANCIAL MATTERS: Approval of accounts signed by Cllr Bell and Cllr Head (on website)</p> <p>To agree to move the balance from current account to building society Clerk asks if she can transfer the balance in the account when the new precept was paid. VOTE: All agree</p> <p>Asset Register – Following a question from the Chair to the clerk regarding the valuations on the asset register the clerk asked the internal auditor. Will forward his response. Discussion on using the asset register in a better way when items are disposed of. Clerk to update the register more often and keep the PC more informed. Signing off of last month's bank statement Cllr Rimmington.</p>	
18.	<p>CORRESPONDENCE: Ministry of Housing, Communities and Local Gov. 21/4/21 (website) (Via Tracey Crouch regarding Estate Service Charges) Discussion on service charges from Trenport on the new estate.</p>	
19.	<p>DATE OF NEXT MEETING: 1st June unless changes on May 17th due to covid regulations</p>	
20.	<p>QUESTIONS FROM COUNCILLORS, CHAIRPERSON AND CLERK: Auditor was concerned that this item was an AOB, any decisions should not be made in this item only statements or questions. Cllr Savaryn: Has looked at the Youth Hut, asks to go on next agenda, there will be a cost to remove it. Clerk has asked Holborough for a quote, Cllr Savaryn to get quote from Graham.</p> <p>Meeting ends 20.50</p>	

Signed _____

Date _____

Signed _____

Date _____

Finances up to May 23rd 2021							
Current account Nat West				£ 51,392.75			54097.75
Savings account Nationwide				£ 20,478.62			
RINGFENCED TOTALS							
Monies from car park donations				£ 735.00			
Monies for Village in Bloom				£ 100.00			
Monies from membership grant				£ 1,900.00			
Receipts up to May 23rd							
29/04/2021		BofC		£ 15.00			
04/05/2021		S. Albert		£ 367.77			
11/05/2021		BofC		£ 15.00	£ 397.77		
Payments made up to May 23rd							
04-May	EE	Phone top up		£ 15.00			
04/05/2021	Google	Email		£ 5.52			
04/05/2021	EDF	CCTV		£ 17.00			
06/05/2021	D Bucket	Audit		£ 343.90			
06/05/2021	N Grimes	Salary&expenses		£ 1,044.22			
06/05/2021	L Phillips	Litter warden		£ 377.87			
06/05/2021	KALC	Subs		£ 827.23			
06/05/2021	Satswana	GDPR		£ 180.00			
06/05/2021	N Grimes	Office rental		£ 201.66			
20/05/2021	Fresh Air	Rec equipment		£ 654.60	£ 3,667.00		
Payments to be agreed on line before June 1st							
	N Grimes	Salary&expenses		£ 1,050.79			
	L Phillips	Litter warden		£ 397.31			
	N Grimes	Office Rental		£ 216.66			
	EDF	CCTV		£ 17.00			
	Eon	Streetlights		£ 18.42			
	Google	Email		£ 5.52			
	EE	Phone top up		£ 15.00	£ 1,720.70		
ESTIMATED BALANCES							
Nat West account				£ 49,672.05			
Nationwide BS				£ 20,478.62			
RINGFENCED TOTALS							
Car park				£ 735.00			
Village in Bloom				£ 100.00			
Membership grant				£ 1,900.00	£ 72,885.67		

Signed _____

Date _____

Signed _____

Date _____