

MINUTES OF WOULDHAM PARISH COUNCIL MEETING
TUESDAY 6th JUNE, 2023 AT 7.30PM
WOULDHAM VILLAGE HALL

Present: Cllr Bell, Cllr Miles, Cllr Yard, Cllr Hopper, Cllr Marr, Cllr Simmonds,
 Cllr Britchfield, Cllr Gray. BCllr Davis, T Miles (Clerk)

1.	APOLOGIES: BCllr McDermott, BCllr Dalton,	ACTION
2.	<p>MINUTES</p> <p>The minutes of the Parish council meeting held on 16/5/23. Cllr Bell pointed out that the date should be 16/5/23 and Cllr Gray noted 10.3 should read No Entry trial. With these amendments agreed, they were proposed by Cllr Miles, and seconded by Cllr Britchfield to be a true record of proceedings.</p>	Clerk
3.	<p>MATTERS ARISING FROM MINUTES</p> <p>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.</p>	
4.	DECLARATIONS OF INTEREST - None	
5.	EXTERNAL REPORTS	
5.1	<p>Borough Council: BCllr Davis congratulated all who joined the council and looks forward to working together. He advised that he has submitted his report which is attached to the minutes. But in brief, Trenport had gone to appeal with Bushy Wood and as such is out of TMBC's hands. However, they need to decide what they would have done and a decision should be made at the Area 3 planning meeting on 8th June, he will report at the next meeting. BCllr Davis also noted that Matt Boughton (Leader of TMBC) had sent an open letter to Trenport Chief Exec. He noted that they signed a S106 to work with the CCG (Care Commissioning Group) to provide a surgery. The CCG did not take up the option and now there is an impasse. The CCG are responsible for providing medical services for the East Bank but TMBC are trying to help get things moving.</p> <p>He also noted that the Parish Council will receive a monthly written report and at least one of the councillors will try to attend each meeting.</p> <p>Cllr Gray suggested that the delay was due to the price had increased which caused problems for the CCG. BCllr Davis explained that the issue was between Trenport and the CCG and that TMBC were trying to help find a solution.</p>	
5.2	Community Warden: Not received	
6.	Community Safety	
6.1	<p>Speedwatch. Cllr Britchfield confirmed that the coordinators are Graham Gorsden and Pamla Walker and that Mr Gorsden has equipment. He was able to update that there were initially 10 members, but a recent recruitment campaign had led to an additional 9 signing up with another 7 interested. He noted that locations need to be agreed with police and will look at running a session by the Church. Cllr Gray reminded him that Church will need to be re-risk assessed with the new layout. Cllr Britchfield also is looking to amalgamate both PV and Village into one group. Clerk advised that a request had been received from Burham to borrow our equipment. She confirmed that the Indemnity form had been signed. Cllr Britchfield proposed to let Burham use the equipment. Amendment to proposal that condition be placed on usage that it did not interfere with any local sessions. Seconded by Cllr Gray. ALL AGREED</p>	
6.2	<p>Police: Cllr Bell noted that a new Beat Officer has started in the area and has already been in the Village.</p>	

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Date _____

7.	Administrative and Finance	
7.1	Authorisation of payment request. Cllrs Bell, Marr and Hopper signed	
7.2	Internal auditors report and comment. The PC received via e-mail and it will be on our website. Internal auditor has signed	
7.3	The Council considered and approved the Statement of Internal Control for the year ending 31 st March 2023. The Chair and Clerk signed the Statement on behalf of the Council and it will be published on our website	
7.4	The Council considered and approved the Annual Governance Statement for 2022/3. The Chair and Clerk signed and dated the Statement on behalf of the Council. It will be published on our website.	
7.5	The Council considered and approved the Accounting Statements and supporting documents as provided by the Responsible Financial Officer who had, prior to the meeting, signed and dated section 2 of the AGAR for 2021/2. The Chair explained the variances, which will be sent to the External Auditor. He then signed and dated the Accounting Statement on behalf of the Council.	
7.6	The Council notes the period for the Exercise of Public Rights will be published on our website from Monday 12 th June until Friday 21 nd July.	CLERK
8	Members of the Public	
8.1	MOP 1 advised that a new committee for the Allotment Association is now officially running and needs acceptance by the PC. Cllr Bell noted that there is a specific agenda item where it will be discussed. MOP 1 also advised that things need to move quickly as no one is running the allotments. He suggested that cash held can stay with old committee until a bank account is set up. But asks for a £300 float to keep running. Cllr Bell to liaise with Sue Durrani to progress. (Update: Cllr Bell has contacted Sue Durrani (previous chair of Allotment Association) and it has been agreed that information and monies will be passed over to the new committee).	EB
8.2	MOP2 Asked for more clarification on putting gates in the wall in the recreation ground. Clerk explained no more gates allowed as the PC have to maintain the boundary in the same state as when it was transferred, will forward deed document. She will forward the details and if any loopholes can be found.	CLERK
8.3	MOP3 Noted that the wooden bollard is still broken in Hall Road. Cllr Bell advised it had been reported many times. (Update: Clerk chased and has been told that an order has been raised, but there are delays with the contractors)	CLERK
8.4	MOP4 Asked for support to get a dropped curb by the Medway pub. She had put in a number of requests, but nothing has happened and it means that people have to go up/down the road to reach the dropped curb on the other side of the road. Clerk will chase and report as well.	CLERK
8.5	MOP5 Asked if there is anything that people in Peters Village can do support residents. Cllr Bell noted that we are still awaiting a response Trenport to enable the PC to put benches/salt bins around the area. BCllr Dalton has been tasked with setting up a meeting, but, as yet, has been unsuccessful. Cllr Bell also explained that there is a lot outstanding which is currently with TMBC's legal department and that we constantly chase to get results. Cllr Gray noted that if money is being paid via the service charge, whoever is holding the money could be deemed as managing the Centre. Cllr Bell noted that he has never seen a service contract, Cllr Gray may have her old one which she will pass it to him to look at. The MOP also noted that he had received an email from Medway Valley Services saying that service charge covers for recreation facilities including the Centre.	TG
8.6	MOP6 asked what will happen after November if S106 money is not spent. Clerk explained that it is currently with TMBC legal department and all the information has been given to KCC Councillor Andrew Kennedy to investigate. TMBC are trying to get an extension for the spend but there could be some summer scheme for the young people and some adult education classes. However, if a Youth Worker is appointed the funding would need to be guaranteed after November. Again, this is chased on a monthly basis.	CLERK
8.6	MOP7 advised that Rainbows & Brownies would like to plant trees for their first anniversary and would like suggestions for sites. She noted that this needs to be agreed by the beginning	

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8.7	<p>of August for her to be able to apply for the trees. The Open Spaces team will identify a potential site and liaise with her.</p> <p>MOP 8 asked what land was owned by Trenport. Cllr Bell noted that it was most of the area. Clerk noted that some land had been sold. The local farmer has also bought land from Trenport and some fields were owned by other farmers/property companies/charities.</p>	OS
<p>9</p> <p>9.1</p> <p>9.2</p> <p>9.3</p> <p>9.4</p>	<p>Planning</p> <p>Planning applications considered and commented upon:</p> <p><i>23/00937/FL 176 High Street, formation of hardstanding and replace fence to rear</i></p> <p><i>23/00885/FL Medway Green School 2 School Lane - Construction of new school car park with associated access and landscaping, alterations to existing school car park and access arrangements. Cllr Bell noted that the PC had supported the car park but objected to the additional exit from the existing car park. Cllr Gray queried whether TMBC can agree part. BCllr Davis explained that he is in discussions with the Officer and believes it may be possible but will check. The PC also commented that light restrictions and gates should be put on the car park. The ecological study states that there are no bats, but have been asked to check as he believes there are bats at the beginning of Oldfield.</i></p> <p><i>23/00871/FL 3 Nelson Road - Dropped kerb and introduction of a small hard standing area - Now withdrawn</i></p> <p><i>23/00830/PDVLR 9 Nelson Road - Prior Notification for Larger Home Extension Single storey rear extension to a depth of 4.5m, max roof height of 3m, and eaves height of 3m - Now Approved</i></p> <p>Planning Consent Issued:</p> <p><i>23/00683/NMA - Gardeners Cottage Non -material amendment to planning to 22/02052/FL</i></p> <p><i>23/00660/LRD - Gardeners Cottage 29 Keepers Cottage, (Method Statement) pursuant to planning application TM22/02347/LB</i></p> <p><i>23/00362/NMA - Phase 5 Worrall Drive, To provide an additional area for residents to play and make best use of the space available on site Non Material Amendment to planning permission TM/22/01119/RM</i></p> <p><i>22/02766/NMA - Handing of Plots 18-21 Phase 5 Worrall Drive Non-Material Amendment to planning permission TM/19/00486/RM:</i></p> <p>Planning applications refused/withdrawn:</p> <p>Other Planning Matters:</p>	DD
<p>10</p> <p>10.1</p> <p>10.2</p> <p>10.3</p> <p>10.4</p> <p>10.5</p>	<p>Roads, Footpaths & Lighting</p> <p>Cllr Gray reported that she had only reported the bushes on both sides along Hall Road (ref: 724608) as she had been unwell.</p> <p>Cllr Britchfield reported that he had reported visibility issues on Pilgrims Way; white lines at the Knowle/Hall Road junction and the water leak on School Lane. Cllr Bell noted that he had also reported the water leak.</p> <p>Cllr Gray asked if there was anything being done with the sink hole at Keepers Cottage. Cllr Marr advised that it is marked up again.</p> <p>No Entry update: The experiment has now started and is gradually being accepted, but still needs explaining to people. This morning there had been a police presence supporting the volunteers and they will return at different times. Cllr Simmons asked if there are going to be any improvements in signage. Cllr Bell confirmed that additional signage has been added and re-sited to ensure enforcement can follow. Further signage may put in place as the trial progresses. Cllr Britchfield offered to present information from the Speedwatch team at future meetings to enable the PC to lobby for further traffic calming. Cllr Yard noted that it was more residents who seemed to ignore the system rather than those from outside the area.</p> <p>Cllr Gray asked why the farmer didn't use the accessway to his field. Update: The farm is run with a controlled traffic system to ensure soil is kept in the best condition. Therefore, there are minimum movements over land. Also, the extra-long vehicles cannot make the turn onto the accessway and many of their farm vehicles have normal lorry tyres as they travel on the roads between their different sites. Clerk also explained that KCC was in discussion with the farmer</p>	TG

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	<p>to potentially provide additional passing bays. Cllr Gray asked why the priority change had not taken place at the top of School Lane. Clerk explained that this had been mentioned to KCC and can be addressed via the consultation. Cllr Gray also noted that visibility along Knowle Road is also bad. Cllr Bell suggested that anyone needing help to complete the consultation on-line can contact him or the Clerk for help. Cllr Gray also said that she could bring her computer along to help.</p> <p>Cllr Gray voiced her disappointed that although there has been a furore on Factbook none of them have attended the meeting. Cllr Bell noted that a lot of information on Facebook was incorrect and inflammatory and best be left alone.</p>	
11.	<u>Open Spaces</u>	
11.1	Recreation Ground – Cllr Yard reported that she had contacted Clerk for the contractors' number and has texted him. Trees have been watered and she walked around to report what needs to be done. She had also contacted previous and current councillors for advice. Cllr Gray ask that the schedule be sent to Open Spaces so they know where to check.	CLERK
11.2	Cllr Yard asked if there was an update for a catch to be fitted on the top gate of the rec. Cllr Marr will check situation and follow up.	AM
11.3	Clerk confirmed that the urban cut would be completed by Thursday/Friday this week.	
11.4	Cllr Miles noted that the PC bin in the rec was full. Clerk advised that litter pickers are on holiday this week, but they will be cleared by next week.	
11.5	Cllr Miles also noted that the Zip line is now down. Clerk advised that the re-instatement works are due to be completed within the next 2 weeks.	
11.6	Allotments –. Cllr Bell advised that lagging is still needed around pipes and asked how many stand pipes there are. Cllr Simmons offered to check what is needed and advise for Clerk to purchase. Cllr Bell presented the proposed new allotment rules. The main change was that if Trenport take over, the PC confirm that the they will re-imburse any unused amount of the rent, but not pay any compensation for loss of goods. Proposed to accept new rules by Cllr Marr, seconded by Cllr Simmons. ALL AGREED. Cllr Bell will update the new Association and recommend that they have £300 float from the funds held by the old committee.	LS
	PV Playing fields/equipment update. Cllr Bell suggested meeting with the MOP from Peters Village to see how we can help. He will contact him. Common: No action	EB
12.	Village Hall	
12.1	Update on current situation –.Cllr Bell advised that there are still outstanding works needed to create a new kitchen and disabled toilet. The Charity have paid for all works to date and there is 10k in reserves for renovations. Resolution: to underwrite necessary works to a limit of 5k. Proposed by Cllr Gray, seconded by Cllr Simmonds.	
12.2	Men's Shed project - Cllr Bell still working on options. MOP noted that power to the allotments would need to be checked on lease conditions if looking at putting a shed on the area.	EB/AM
13.	Health & Safety/Risk Management	
13.1	Defibrillators : Cllr Miles reported that she had checked the defibrillators and they were both ready for use Lifebuoys: Cllr Miles reported that she had made a visual check to ensure they were in situ with the relevant lines and usable.	
13.2	Zip line: This has now been removed as it was deemed dangerous due to rotting wood. The repaired parts will be re-instated about 6 feet away from the original to enable a new concrete base to be installed.	
13.3	VH – nothing to report	
13.4	Risk assessments. none.	

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13.5	Cllr Bell reported that trees have been planted by the Medway Green School on their triangle piece of land. A local resident who works for UKPN has informed us that there is a covenant. We have forwarded the email to the Head for action and the resident has also informed him that UKPN will be advised if no action is taken.	
14.	General Village Business	
14.1	Resolution to spend up to £100 per quarter for printing of magazine. Cllr Gray proposed, Cllr Hopper seconded – ALL AGREED. However, Cllr Britchfield noted that advertising could cover the costs. Cllr Gray suggested that there could be a limit on advertising space given on a first come, first served basis. Clerk to discuss with volunteers who publish the magazine.	CLERK
14.2	Questions for PPP meeting. All to let Clerk, Cllr Bell or Cllr Gray know any questions.	ALL
14.3	Cllr Bell noted that the first Tuesday in January is the 2 nd and proposed to change meetings from 2 nd to 9 th January, seconded by Cllr Gray. Clerk to update notices.	CLERK
15.	Correspondence: A message has been received from John Bare who is looking to start a football club and would like to rent the rec. Concerns were raised are around parking, the impact on the local team and the lack of changing facilities. Clerk to find out more details before the PC can make a decision. Cllr Gray offered to meet with them dependant on the Clerks findings.	CLERK
16.	DATE OF NEXT MEETING 4th July, 2023 at 7.30 – Venue: Village Hall	
17.	QUESTIONS FROM COUNCILLORS, CHAIRPERSON AND CLERK:	
17.1	Cllr Gray asked for a support package for new councillors to be discussed at the next meeting.	CLERK
17.2	Cllr Hopper asked for a list of contacts.	
18.	Meeting Closed: 9.34pm	

Signed _____

Date _____

REPORT TO WOULDHAM PARISH COUNCIL 6th June 2023

By the Tonbridge and Malling Borough Councillors for Aylesford North and North Downs Ward
Councillors Dave Davis Alex McDermott and Roger Dalton

BUSHEY WOOD APPLCATION

In our report for your last meeting, we reported that Trenport have now gone to appeal. We can now confirm that this is coming to Area 3 on 8th June to determine what TMBC would have decided had it not gone to appeal.

PETERS VILLAGE MEDICAL CENTRE

You should be aware that as part of Peters Village Development Trenport entered into an S106 agreement to support the provision of a modern GP surgery building in Peters Village, primarily in the provision of land. This enterprise was to be in conjunction with the Kent and Medway Care Commissioning Group. This group is now called the Kent and Medway Integrated Care Board or NHS Kent and Medway in the attached letter.

Although TMBC is the planning authority it is not the responsible body for delivery of the GP surgery. The attached letter shows part of the work TMBC is doing to persuade Trenport and NHS Kent and Medway to delivery this much needed infrastructure.

FUTURE BOROUGH COUNCIL REPORTING

It is our intention to provide a written report for all your meetings, as we have done in the past. If we have nothing to report, we will inform you that we have nothing of substance to report.

We also intend to provide at least one of us to every meeting to take questions. Who attends will vary. So, you should see all three of us at various times. There may be times, when all of us are needed at TMBC meetings and this will take priority.

Signed _____

Date _____

**TONBRIDGE & MALLING
BOROUGH COUNCIL****Matt Boughton****Borough Councillor for East
Peckham, West Peckham,
Mereworth and Wateringbury**

Leader of The Council

26 May 2023

Richard Hall
CEO
Trenport

Dear Richard

As you are aware the ongoing difficulties residents in villages on the east bank of the River Medway around Eccles, Burham, Peters Village and Wouldham face in accessing a GP is of deep concern to myself, local Councillors and Tonbridge and Malling Borough Council.

I have been working alongside Tracey Crouch MP and recently we met with Paul Bentley, NHS Kent and Medway Chief Executive, to pursue our shared concerns further and establish how to expedite development of the medical centre at Peters Village, on land Trenport owns. We have heard back from Paul following his meeting with you last week, that followed his letter of 6 April 2023.

It is following this meeting that I am writing to you today, and placing this letter in the public domain. It was incredibly disappointing to read that Trenport made clear that development of the medical centre at Peters Village is dependent on planning permission being granted for the Bushey Wood development in Eccles.

When Peters Village was first developed, provision of a medical facility was key to its viability as a development option for Tonbridge and Malling Borough Council at the time. Indeed the Council has continued to repeatedly offer support and assistance to Trenport, and various NHS organisations, to find a solution to this impasse. We maintain our longstanding belief that medical facilities ought to be developed in Peters Village, alongside the other facilities that have been delivered and that residents who moved into the development would expect.

Phoenix Medical Practice have also been working with Assura to progress options since they have been forced to close their patient list due to lack of available capacity at the current surgeries in Eccles and Burham. I would be interested to know what discussions have taken place with Assura to establish whether Trenport would be able to willing to develop the facility elsewhere on sites that it is able to do so in or around Peters Village?

May I take the opportunity to remind you that the determination of the application at Bushey Wood relates to the extended proposals for the medical centre should permission be granted, and not the principle of a medical centre being developed in that location. Indeed Trenport have submitted applications for various iterations of a medical centre at Peters Village over recent years and discussions and progress could have continued about this, in parallel with any separate conversation regarding extended provision at Bushey Wood in the eventuality development happened here.

During the many planning applications submitted by Trenport for schemes in Peters Village, and latterly at Bushey Wood, the Council has sought to work efficiently and effectively with Trenport. Where there are issues raised or escalated we have responded to them as quickly as we can. All applications submitted in these locations are complex, especially one the size of Bushey Wood. It is why the Council has sought to work through issues methodically and in detail, as it should.

Signed _____

Date _____

Ultimately Trenport has made the decision to appeal to the Planning Inspectorate for non-determination of the application at Bushey Wood. It is not a decision that we supported you taking, as I am firm in the belief that you have deliberately denied local representatives the opportunity to take the decision on whether to permit development or not. However, members of the Area 3 Planning Committee will shortly be meeting to determine what decision it would have taken in the event it was still the determining authority, and we will advise the Planning Inspectorate accordingly.

Finally, please can I reiterate the position of the Council on the principal matter of delivering a much needed and long overdue medical centre at Peters Village, as it is clear from your meeting with the NHS last week that this position has yet to be understood by Trenport.

We are firm in the belief that a medical centre must be delivered at Peters Village. The Council remains happy to commit officer time to supporting any discussions about planning and design aspects to facilitate this important infrastructure development, just as we have done for many years through the NHS as well. We will be proactive in our approach and support however we can. There is nothing stopping in principle discussions about delivering the medical centre in Peters Village – regardless of whether the Bushey Wood development happens or not.

I hope this is clear.

Best wishes

Matt Boughton

Borough Councillor, East Peckham, West Peckham, Mereworth and Wateringbury Leader,
Tonbridge & Malling Borough Council matt.boughton@tmbc.gov.uk

Signed _____

Date _____

Finances up to 25 May 2022			JUNE MEETING		
Opening Balance Nat West 26/4					185404.22
RINGFENCED TOTALS					
Monies from car park donations				£ 1,680.00	
Monies from membership grant				£ 1,700.00	
Monies from Big Lottery				£ 93.99	
Monies KCC Grant				£ 59,000.00	
Current available monies ringfenced				£ 62,473.99	
Receipts made up to 25th May					
TOTAL INCOME					£ -
Payments made up to 6th June					
21-May	Transfer to Unity (Reserves)		BAC	60000	
April	Staffing Costs		BAC	1513.71	
April	Nest	Pension	BAC	84.56	
	PAYE		BAC		
May	Office		BAC	216.66	
May	Giffgaff		DD	6	
May	Gmail (est)		DD	5.69	
April	EDF		DD	18	
April	N Power		DD	27.96	
06-Apr	Harlequin Playgrounds		BAC	5389.78	
03-Apr	Satswana	Data prot	BAC	180.00	
31-Mar	TEEC	Website	BAC	28.8	
31-Mar	Thompson Elphick	Payroll	BAC	90	
13-Apr	Liz Phillips	Exp: PPE	BAC	87.98	
To April	Tina Miles	EXP.	BAC	287.07	
April	St James	Allotment	BAC	330	£ 68,266.21
UNCLEARED	TEEC			-£28.80	
Bank balance @ 25/5					£ 117,166.81
Estimated payments to be agreed for June					
April	Staffing Costs			1513.51	
April	Nest	Pension	BAC	42.28	
	PAYE		BAC		
April	Office		BAC	216.66	
April	Giffgaff		DD	6	
April	Gmail (est)		DD	12.72	
April	EDF		DD	18	
April	N Power		DD	38.68	
To April	Tina Miles	EXP.	BAC	270.78	
April	Landscape Services	Line marking	BAC	1,482.00	
May	PWL repayment	Car park	DD	5,224.04	
May	Falconda	Website	BAC	29.85	
May	April Skies	Int. Audit	BAC	227.60	
22-May	Hadlum Design & Print	Newsletter	BAC	65.00	
TOTAL COMMITTED SPEND @					£ 9,147.12
ESTIMATED BALANCES					
Estimated Bank total				£ 108,019.69	
Reserves Account - Unity Trust				£ 60,000.00	
RINGFENCED TOTALS				£ 62,473.99	
TOTAL AVAILABLE				£ 105,545.70	

Signed _____

Date _____