

1<sup>st</sup> November, 2022

WOULDHAM PARISH COUNCIL

**MINUTES OF WOULDHAM PARISH COUNCIL MEETING**  
**TUESDAY 1<sup>st</sup> November, 2022 AT 7.30PM**  
**WOULDHAM VILLAGE HALL**

Present: Cllr Bell (Chair), Cllr Baker (Vice Chair), Cllr Parris, , Cllr Marr, Cllr Buchanan,  
 Cllr Rimmington, Cllr Savaryn BClr Dalton, BClr Davis.  
 T Miles (Clerk). 4 Members of the Public

1.	<b>APOLOGIES:</b> Cllr McDermott	
2.	<b>MINUTES</b> <b>Monthly Parish Council meeting</b> The minutes of the Parish Council meeting held on 4 <sup>th</sup> October were proposed by Cllr Parris and seconded by Cllr Baker. The minutes were to be signed by the Chairman.	
3.	<b>MATTERS ARISING FROM MINUTES</b> 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.	<b>DECLARATIONS OF INTEREST</b> Cllr Rimmington declared that he works ad hoc for the ground's maintenance contractor. However, work does not include any work on the issued contract.	
5	<b>EXTERNAL REPORTS</b>	
5.1	<b>Borough Councillor:</b> Cllr Bell noted that it is becoming increasingly annoying that applications from Trenport keep mentioning St Peters Village. The only "St Peters" is in Broadstairs. He requested that the Borough Councillors ask the planning department to monitor this. BClr Davis will contact the planning department to ensure they know that the 'Peter's Brothers' were not been beatified! On a serious note, Cllr Bell was concerned that if they can miss the basic application details, what else have they missed?  Following on from a side conversation between Cllr Buchanan and BClr Davis regarding the completion of the Regulation 18 consultation, BClr noted that you must press 'save' at the end of each question, otherwise the response is lost. Anything that is on the site will be submitted as long as it has been saved and no further submissions will be accepted after 11.59pm on 3/11/22.	DD  ALL
5.2	Cllr Parris enquired whether there are plans for PV to become a separate village. BClr Davis advised that it is in the Parish of Wouldham although he understood that it could become a stand-alone village in the future. BClr Dalton noted that any area can apply to have their own Parish Council but they must meet certain criteria. As far as he is aware, no such request has been submitted. BClr also noted that there are quite a few Parishes encompassing more than one village for example Aylesford and Eccles. Further details can be found on: <a href="https://www.gov.uk/government/get-involved/take-part/set-up-a-town-or-parish-council">https://www.gov.uk/government/get-involved/take-part/set-up-a-town-or-parish-council</a>	
5.3	Cllr Baker noted that he had received an email from the school saying that TMBC Officers were seen doing a traffic survey but they knew nothing about it. They had enquired about double yellow lines and were told that said there was nothing they could do and it would be a matter for Highways. BClr Dalton noted that the Doctors surgery had instigated double yellow lines outside the surgery and it had taken around 2 years to get them installed. BClr Davis felt that the deadline for improvements has been missed for this year, but will check. He suggested that if it is felt that there is a serious safety issue, we would need to inform Andrew Kennedy who may be able to help.	AB/ SCHOOL
5.4	<b>County Councillor:</b> Not received – no questions raised.	
6.	<b>Community Safety</b>	
6.1	<b>PCSO report:</b> Circulated via email as it arrived too late for inclusion into the papers. (Attached to the minutes)	

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Date \_\_\_\_\_

6.2 6.3 6.4	<p><b>Community Warden:</b> Not received</p> <p><b>Neighbourhood Watch:</b> Cllr Rimmington reported that there had been 2 car break-ins and a number plate theft. It was noted that there appears to be a growing apathy with regard to reporting due to the lack of response or outcomes. Cllr Bell reported that there had been a number of ‘shed thefts’ from the allotments, however these have not been reported as they have been previously told that they are victimless crimes and will not be investigated.</p> <p><b>Speedwatch:</b> Cllr Bell reported that one Speedwatch was cancelled due to bad weather. The last Speedwatch was between 4-5pm during the half term holidays and therefore numbers were much lower. There were 98 cars and 8 speeders, which equals around 9%. The highest speed recorded was 35. Cllr Savaryn felt this was still quite high given that the volunteers were very visible.</p>	ALL
7. 7.1 7.2 7.3 7.4	<p><b>Administrative and Finance Matters</b></p> <p><b>Signing of payment request – Done</b></p> <p><b>RESOLUTION:</b> Cllr Bell reported that 2 quotes for an Internal auditor had been reviewed by the Finance team and recommends the appointment of April Skies as their base costs are significantly less than KCC. It was also noted that costs may be higher in the first year as there will be a period of adjustment. The only other option considered was to use the same Auditor as Burham, however, he is due to retire and could only offer one year maximum if we could not appoint. Cllr Savaryn proposed to appoint April Skies, seconded by Cllr Parris. ALL AGREED</p> <p><b>Budget:</b> Special projects for next year: Cllr Buchanan suggested some form of a transport scheme due to the lack of a constant bus service. It was agreed that she would look into the costs of providing some form of service i.e. through Helping Hands and report back to the next meeting. BCllr Dalton noted that the proposed call for sites on the Regulation 18 consultation must include transport as without a transport policy planning should not be granted. He also noted that the school bus can be used, but it does not accept bus passes. Also, one of the Tues/Thurs buses now has an extra hour in Maidstone. BCllr Dalton also advised that the S106 monies for the bus service were paid by Trenport to KCC who then sent the money back to them under instruction from their legal department, as the 155 service was stopping. Cllr Rimmington asked if Trenport could provide a minibus if they had had a windfall return?</p> <p><b>INVESTMENT STRATEGY.</b> Cllr Bell advised that the Finance team have reviewed the strategy as required due to funds going over 100k. <b>RESOLUTION:</b> That the strategy be adopted. Proposed by Cllr Baker, seconded by Cllr Rimmington. <b>ALL AGREED</b></p>	SR/EB/ AB  CLERK  SB
8. 8.1 8.2 8.3	<p><b>MEMBERS OF THE PUBLIC (MOP)</b></p> <p><b>MOP1:</b> Asked if (A) there had been any development with parking at the school. Cllr Baker advised that he had spoken to the Head who is currently unwilling to change his position. (B) was if there any development with resident parking in the village car park. Cllr Bell advised that we have asked for 2 quotes to re-line the outside of the carpark which will give another 8 places. We will then be able to fit bollards. (C) Could the pub be restricted from parking? Clerk explained that it would be possible, but would be very difficult and costly to police as private car park.</p> <p><b>MOP2:</b> Asked if there could be traffic calming in the High Street. Cllr Bell explained that there should have been a meeting with KCC to investigate a one-way system today, but it had to be postponed. However if this went ahead, traffic calming pillows would be included in the final scheme. If not, it is something we can look at putting in the Road Improvement Plan</p> <p><b>MOP 3:</b> (A) Advised the post in Peters Village is still sticking out causing a trip hazard. Cllr Baker will speak to Grounds Maintenance contractor to chase up. (B) Noted that the Co-op sign has fallen over. Cllr Baker confirmed that it has now been moved.</p>	EB/ CLERK  Clerk  AB

Signed \_\_\_\_\_

Date \_\_\_\_\_

<p>9.</p> <p>9.1</p> <p>9.2</p> <p>9.3</p> <p>9.4</p>	<p><b><u>Planning</u></b></p> <p><b><u>Planning applications considered and commented upon by the Planning Committee:</u></b></p> <p>22/02052 /FL      Gardeners Cottage 29 Keepers Cottage Lane - Replace modern garage and workshop with a new 3 bedroom bungalow and demolition of Grade II listed, dilapidated modern kitchen on Gardeners Cottage - <i>Cllr Bell passed comments to Clerk for submission</i></p> <p><b><u>Planning applications approved</u></b></p> <p>22/01843 /LDE      Village Centre Parcel LC Peters Pit And Peters Works Site Hall Road - Lawful Development Certificate Existing: To confirm a material operation has been carried out at the Medical Centre at Peters Village under planning permission TM/19/01949/FL</p> <p>22/00836 /FL      19 Laker Road Rochester - Construction of a rear extension at 19 Laker Road to expand the storage area of the warehouse</p> <p>Additional Application: Ref:22/02347 8 Heron Place extension: Cllr Bell asked Cllrs Baker and Buchanan to securitise the application, look at the site and make comment</p> <p>Cllr Bell also noted that BCllrs Davis and Dalton will be meeting attending a site meeting regarding the Downs Farm on 2/11 as part of Area 3. It will go to the Area 3 Planning Committee meeting on 10/11.</p>	<p>AB/SB</p>
<p>10.</p> <p>10.1</p> <p>10.2</p> <p>10.3</p> <p>10.4</p> <p>10.5</p> <p>10.6</p>	<p><b><u>Roads, Footpaths &amp; Lighting -</u></b></p> <p>Action sheet presented.</p> <p><b><u>Updates:</u></b></p> <p>Cllr Bell advised that he had reported a pothole outside 177 High Street and cable hanging on the High Street. He also noted that although Oldfield lighting has now been sorted, now it appears that 5 bulbs have blown and needs to be reporting and the water leak in the High Street has been completed.</p> <p><b><u>One way trial:</u></b> Cllr Bell advised that the meeting that should have been today has been postponed due to Officer sickness.</p> <p>Cllr Buchanan noted that the action plan says that white lines should be done in the spring but understood that it would only be done when it was less than 50%. Clerk explained that she had put part of the reason the bollard had been broken again was due to the lack of markings when she reported it. KCC have said they won't do the road piecemeal, but will look at doing the complete length when the weather improves in the spring.</p> <p>Cllr Parris advised that the leaks had now been fixed in the High Street, but is unhappy that the services have not been coordinated as they could have been scheduled to be done at the same time, saving customers money and resident's inconvenience. She asks that a stern letter be sent to South East Water/Streetworks expressing our disappointment and concern that they don't schedule work more efficiently. Cllr Bell will send a letter from the Chair of the Parish Council.</p> <p><b><u>Lighting update for car park.</u></b> Cllr Bell reported that an electrician has said that a light cannot be put on the CCTV pole as it will interfere with the cameras. He is going to ask a lighting specialist to visit the site and advise on the best way forward.</p>	<p>RF&amp;L</p> <p>EB</p> <p>EB/ CLERK</p>
<p>11.</p> <p>11.1</p>	<p><b><u>Open Spaces Update on the Actions list</u></b></p> <p>Reviewed the monthly actions list.</p> <p>Cllr Parris noted that the grass cutting should have been done a couple of weeks ago, but has yet to be done. Cllr Bell advised that it should have been done before he went on holiday, but the contractor is due</p>	

Signed \_\_\_\_\_

Date \_\_\_\_\_

	to do a full cut next week. Cllr Parris asked that a full schedule is circulated to the Open Spaces team for next year.	CLERK
11.2	Cllr Baker asked if there had been any news from Cuxton Football Club about using the recreation ground. Clerk advised that they were going to contact us after their committee meeting, but had not done so. Now that the season has started, it is assumed that they have found somewhere else.	OPEN SPACES
11.3	Cllr Bell advised that even though KCC now accept the Wouldham is in Kent, we were not successful in getting free trees. However, a resident has donated some Oak trees, which can be planted around the Parish. The Open Spaces team will identify the best positions.	
11.4	Cllr Parris advised that she had been informed about some fly tipping along Pilgrims Way, but not sure where it was. Cllr Rimmington suggested residents are reminded that this kind of incident could be reported through the Country Eye <a href="https://countryeye.co.uk">https://countryeye.co.uk</a> You can just send a photo and it will be logged.	
11.5	<b>RESOLUTION:</b> The Finance team have produced a lease for G West for use of the land adjacent to the allotments. Cllr Bell proposed that this is accepted. Seconded by Cllr Savaryn. <b>ALL AGREED.</b> Clerk will now arrange a meeting to agree a schedule of works to via with the lease payment.	CLERK
12.	<b>Village Hall</b> Action list reviewed.	CLERK
12.1	Clerk updated that on looking at the footprint of the Hall, the land previously thought could be used to install an accessible toilet may not be fully owned by the Council. She has therefore arranged for new plans to be drawn up (free of charge) utilising half the kitchen, which is just used as storage, to be changed into a fully DDA compliant toilet. Plans were circulated and quotes will be sought by the Trustees.	
12.2	Cllr Parris noted that the Hall looked nice now that it had been painted, but it is still known locally as 'Jellybeans'. As we do not know when the Community Centre will be available, this is the only facility available to local people and we need to ensure it can be hired as a complete space. Cllr Baker noted that none of the groups in Burham were allowed to leave their equipment in the hall. Cllr Parris requested that a letter be written to Jellybeans asking them to ensure they do not leave their equipment in the hall unless there is no possibility of it being used the next day.	
13.	<b>Health &amp; Safety/Risk Management</b> <b>Defibrillators:</b>	EB
13.1	Clerk has contacted the Church asking for a cost to relocate the defib into the porch now that the key safe has been installed and is awaiting a response.	
13.2	Cllr Savaryn has looked at the gate in the children's play area again and will adjust it by a single notch. However he noted that the post has twisted which will need to be addressed.	
13.3	Cllr Bell will look at the gate at the top of the Rec to see if a 'soft' closing spring can be attached. It was noted that it had previously been removed as it sprang closed too quickly. Cllr Parris noted that as people seem to be unable to close the gate, it causes a risk of children and dogs running into the road.	
14.	<b>GENERAL VILLAGE BUSINESS:</b>	CLERK
14.1	<b>Community News Items:</b> Any items to be sent to the Clerk by 8 <sup>th</sup> November. Items to be included are Country Eye and Christmas office closure and 'thank you' to the volunteers who have painted the Hall.	
14.2	<b>PPP.</b> Cllr Baker has sent questions over to Democratic Services and read them to members. BCllr Dalton noted that Matthew Scott will do a presentation as Police and Crime Commissioner and respond to questions on his position and the Police Inspector will respond to questions previously submitted or raised at the meeting. Cllr Rimmington noted that he understood that PSCO's are being phased out. Cllr Parris noted that the Litter Pickers were now finding gas aerosols for cream rather than the small cannisters previously found. It was felt that this is because they are more readily available and there are no purchasing restrictions. We will ensure any found will be disposed of.	

Signed \_\_\_\_\_

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1<sup>st</sup> November, 2022

WOULDHAM PARISH COUNCIL

	<p><b>Regulations 18 and 19 (Local Plan).</b> Cllr Bell noted that Cllr Buchanan had responded the consultation, and reiterated the importance of all Councillors responding as well as a specific one from the Parish Council. BCllr Dalton noted that you don't have to respond to all questions, quality is better than quantity. Cllr Bell advised that he had only responded to 37 and left out all the questions relating to Tonbridge town development. BCllr Davis suggested important questions included the were 1-8 and question 40 and should include housing and transport/parking etc. He noted that all the data had been compiled by computer and could be out of date. Particularly the green belt, at 71% of the borough, but we are not in green belt.</p> <p>Cllr Bell noted that the 2 sites in Wouldham seem to be the same, but they are slightly different and many of the objectives are incorrect so need to be addressed again.</p> <p>Cllr Bell also noted that the PC need to do a submission. Any input to be passed to the Clerk by Thursday morning for inclusion. He and the Clerk will do the submission on Thursday.</p> <p><b>Wreath:</b> .Cllr Parris enquired when/to whom the wreath will be delivered. BCllr Dalton advised that he will deliver it to Cllr Bell over the weekend.</p> <p>It was agreed that the Poppies would be put up in village and PV by Thursday 3/11 which allows for Halloween to be out of the way.</p> <p><b>Donation to Rainbows and Brownies:</b> Cllr Bell noted that the leader was paying for activities herself and as the only youth activity in the Village we should be supporting them. Cllr Rimmington queried whether the money she spent could be reimbursed from the District body or subs. Cllr Bell <b>proposed</b> to meet with her to find out her exact needs and make a recommendation. Seconded by Cllr Savaryn. <b>ALL AGREED.</b></p>	<p>ALL</p> <p>EB/ CLERK</p> <p>RD</p> <p>EB/ AMc/ SR/AB</p> <p>EB</p>
15.	<b>CORRESPONDENCE:</b> None	
16.	<b>DATE OF NEXT MEETING:</b> Tuesday <b>6<sup>th</sup> December, 2022</b> in the Village Hall at <b>7.30</b>	
17.	<p><b>QUESTIONS FROM COUNCILLORS, CHAIRPERSON AND CLERK:</b></p> <p>Cllr Buchanan advised that she had a request to use the Community Centre and no-one seems to know what the process is for hiring it. Clerk noted that there are weekly enquiries and she refers them to Graham Dibb. Cllr Rimmington noted he understood that nothing would happen until January. Cllr Bell noted the PC have no powers over the Centre and suggested that Trenport didn't want to start paying rates, hence the delay.</p> <p>Cllr Buchanan also suggested that she could arrange a community event, i.e cost of living support etc. Cllr Parris noted that there was one for the over 55's in Snodland and felt that people just don't engage except through Facebook. Cllr Bell suggested that some form of information sharing could be linked to existing groups. Cllr Buchanan noted that we must remember people who work who may still be struggling, so something over the weekend/evening may be appropriate. Cllr Parris noted that the PCSO and Community Warden used to attend the over 60's club to deliver updates and advice, but this has now stopped.</p> <p>Cllr Baker advised that a speed pillow on Keepers Cottage Lane is dangerous, it has been reported, but nothing seems to be happening. Cllr Rimmington had been told that there would be no repairs until the work had been finished in the area.</p> <p>Cllr Rimmington requested that we chase 106 for play equipment in PV</p> <p>Cllr Parris asked that a letter of complaint be sent to SE Water regarding not liaising with Highways and grouping works together. E.g. gully repairs were carried out about 10 feet away from a water leak that was not due to be repaired. Cllr Bell will draft a letter.</p>	<p>CLERK</p> <p>SB</p> <p>CLERK/ SR</p> <p>EB</p>
18.	<b>MEETING CLOSED AT : 9.45</b>	

Signed \_\_\_\_\_

Date \_\_\_\_\_

1<sup>st</sup> November, 2022

WOULDHAM PARISH COUNCIL

<b>Finances up to October 2022</b>		Nov Meeting		
Opening Balance Nat West 11/9				£115,881.38
<b>RINGFENCED TOTALS</b>				
Monies from car park donations			£ 1,830.00	
Monies from membership grant			£ 1,700.00	
Monies from Big Lottery			£ 1,083.11	
<b>Current available monies ringfenced</b>			<b>£ 4,613.11</b>	
<b>Receipts made up to 16/10</b>				
L TOWNEND				
Salt Beef Shack				
SLOAN GARIDRAGCHAA				
EDF refund			£6.48	
<b>TOTAL INCOME</b>				<b>£ 6.48</b>
<b>Payments made up to 17/10</b>				
03-Aug	N Power		23.95	
Sept	Staff Costs		1267.38	
Sept	Rent		216.66	
Sept	Nest	Pension	33.18	
Sept	EDF	cctv	12.00	
Sept	Gmail	email	5.52	
Sept	E Bell (expenses)	Camera for Speedwatch	77.98	
Sept	Signs&Imaging	Signs for Rec and Common	120.00	
Sept	PAYE		464.99	
sept	Land Registry	Downs Farm (delegated)	15.00	
Sept	Giffaff	Phone	6	
<b>TOTAL EXPENDITURE</b>				<b>£ 2,242.66</b>
P & L for period			-£ 2,236.18	
Balance (inc ringfenced)			<b>£ 109,032.09</b>	
Pending				
Closing Bank Balance @ 16/9				<b>£ 113,645.20</b>
<b>Payments to be agreed at Nov meeting</b>				
07-Oct	Thompson Elphick	Payroll	90.00	
	ILCA Training	Clerk training £144 +VAT	172.80	
Oct	Nest	Pension	33.18	
Oct	Staff Costs		2070.98	
Oct	Rent		216.66	
Oct	Gmail	Email	4.27	
Nov	Giffgaff	Phone	6.00	
Nov	Npower	Streetlights	24.53	
	EDF	CCTV	18.00	
Nov	PWLB	Car Park Load	5,224.04	
Sept	Zurich	Insurance	1295.05	9,155.51
				<b>£ 7,860.46</b>
<b>TOTAL COMMITTED SPEND @</b>				
<b>ESTIMATED BALANCES</b>				
Estimated Bank total			<b>£ 105,784.74</b>	
<b>RINGFENCED TOTALS</b>			<b>£ 4,613.11</b>	
<b>TOTAL AVAILABLE</b>			<b>£ 101,171.63</b>	

# Tonbridge & Malling Police Community Safety Newsletter

## Burham & Wouldham

### Crime Series or Crimes of Note

Tuesday 4<sup>th</sup> of October  
Church Street, Burham

Theft of a vehicle outside Butchers Block.  
Wednesday 12<sup>th</sup> of October

Pilgrims Way, Burham

Suspicious event – report of 4 men in white transit van. After being approached by the informant, the males made an excuse and hastily drove away.

Friday 28<sup>th</sup> of October  
Cornwall Crescent, Wouldham

Theft – Informant discovered a hole drilled into the door of their van and had their tools stolen.

### Anti-social behaviour and other incidents of note:

Sunday 2<sup>nd</sup> of October  
Old Church Road, Burham

Vehicle carrying motorbikes, 3 section 59's issued.

Tuesday 4<sup>th</sup> of October  
Rochester Road, Burham

Nuisance vehicle – Reports of 3 quad bikes joy riding on the field doing donuts.

Thursday 6<sup>th</sup> of October  
Wouldham

Vehicle driving 80 on 40 mph, all over the road.

Saturday 15<sup>th</sup> of October  
New Court Road, Burham

Nuisance vehicle – Informant reporting of hearing cars racing and trysers squeezing.

Thursday 20<sup>th</sup> of October  
Church Street, Burham

Nuisance youths/ vehicles – Reports of cars revving, playing loud music, doing donuts in the field, doing balloons and smoking cannabis.

Friday 28<sup>th</sup> of October  
Margetts Lane, Burham

Nuisance vehicle – 2/3 bikes being reported riding in the fields, no descriptions or VRM provided.

### Items of good work:

1



For more information about policing in your area, visit [www.kent.police.uk](http://www.kent.police.uk)

To report a non-urgent crime online, visit [www.kent.police.uk/contactus](http://www.kent.police.uk/contactus)

Signed \_\_\_\_\_

Date \_\_\_\_\_

# Tonbridge & Malling Police Community Safety Newsletter

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## **Crime Prevention Information:**

- As summer is coming to an end, the number of shed break-ins can increase. Items such as lawnmowers, bicycles, golf clubs, fishing tackle and power tools can all be kept insecurely in sheds and these can all be easy pickings for thieves to target.
- The tips below can help to prevent you from becoming a victim of this crime.
- Install a shed alarm, with a notice displayed to warn thieves that it is not worth the effort of breaking in. The alarms are easy to install and can be purchased at most DIY stores.
- Make sure the door is always securely locked.
- Ensure all valuable property is marked with your postcode. Post coding property makes your belongings very unattractive to a thief by making items easily identifiable and difficult to sell.
- Lock up pedal cycles. Use bike locks and chain them inside to other large items or to the shed.
- Keep a record of the make, model and ID numbers of bicycles and all other equipment and take photographs of unusual items.
- Check your household insurance policy to ensure that the value of things stored inside is covered by your contents' policy.
- Please make all reports of ASB via 101, the online reporting form or 999 in an emergency
  - The Community Support Unit can gain a better picture where reports have an official reference number so we can collate data effectively.

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## **Contacts**

[csu.tonbridge.and.malling@kent.police.uk](mailto:csu.tonbridge.and.malling@kent.police.uk) Contact your local team

<https://www.kent.police.uk/> Report online, check statistics, information on your area.

<https://www.crashmap.co.uk/> Road Safety Information **October 2022**

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Information provided by: **\*\*\*\*PCSO Samir PATANGWA 61788\*\*\*\*** Community Safety Unit

Signed \_\_\_\_\_

Date \_\_\_\_\_