

**MINUTES OF WOULDHAM PARISH COUNCIL MEETING**  
**TUESDAY 3<sup>rd</sup> August 2021 AT 7.30PM**  
**WOULDHAM VILLAGE HALL**

Present: Cllr Bell, Cllr Baker, Cllr Rimmington, Cllr Marr, Cllr Parris, Cllr Gray, Cllr Savaryn, BCLlr Dalton, BCLlrre Davis, 1 member of public,

<b>1.</b>	<b>APOLOGIES</b> CClr Kennedy PCSO Patanga	
<b>2.</b>	<b>MINUTES</b> The minutes of the Parish council meeting held on July 6 <sup>th</sup> 2021 were proposed by Cllr Parris and seconded by Cllr Baker to be a true record of proceedings. It was agreed by all other councillors that the minutes were to be signed by the Chairman.	
<b>3.</b>	<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.	
<b>4.</b>	<b>DECLARATIONS OF INTEREST - NONE</b>	
<b>5.</b>	<b>EXTERNAL REPORTS</b>	On website
<b>5.1</b>	<p><b>Borough Councillor:</b> Report received. BC Dalton: Question on the bins in the High St, he can confirm that the waste officers have agreed that numbers 2-86 will receive a letter to say that residents should not leave the bins on the footpath or on the road and they will be collected from the front gardens. Cllr Gray: can they be left in the back garden? No, but some residents do not have front gardens and the bins will block their front door. If there is a problem, he will go back to TMBC, the bin men will not come onto private property. There has to be a compromise about where they are left. What would make sense is for the High St to be collected first. TMBC are hoping that once covid is over work will continue as it was.</p> <p>Can the BC's expand on the work of Urbaser and have the problems been worked out? BC: they are still having problems with poor service. Urbaser have sadly much underestimated the amount of work they originally quoted for but cannot be taken back "in house" because it would break the contract.</p> <p>Cllr Parris, the public bins have been collected on time and the bin men here are very helpful.</p> <p>Question on whether the bin men are still being "pinged", no they are now exempt and being tested.</p> <p>Water leaks in the High St, BC suggested meeting with water supply company to find out the problem, suspect cast iron water main with pressure of traffic, needs to be resolved once and for all. Cllr Gray asked if SEW could comment as to whether they feel the increased volume of traffic could be contributing to the leaks. Clerk to arrange meeting, speak to Aoife at KCC. Cllr Parris: 3 weeks before leak was fixed after reporting.</p>	Clerk
<b>5.1a</b>	<p><b>Use of private emails from Borough Council</b></p> <p>Clerk states that she opened email accounts for the Parish Council on the specific advice of KALC under GDPR guidelines, she has spoken to Satswana and although they did not think this was absolutely necessary, the accounts have been set up and she asks BC Dalton to use them and not the personal emails of the PC.</p> <p>BC Dalton noted that he felt this comment regarded an email he sent to Cllr</p>	

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<p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p>	<p>Rimmington, Bell and Baker and was concerned that emails he sends through the PC account can be read by others, clerk states that although she has the passwords, the councillors would be aware if she logged into their account and that no-one else has the passwords.</p> <p>BC Dalton checked with TMBC if any member of TMBC can read other emails and was told they cannot, he will bring it up with KALC.</p> <p>Cllr Gray states that if anyone asks, under the freedom of information act for information on correspondence between councillors, it is not fair on councillors if their private emails would be open to scrutiny.</p> <p>BC Dalton states that the email he sent to Cllrs Baker, Bell and Rimmington were not PC business, however the subject was the boundary commission which the clerk considers to be 100% PC/TMBC business.</p> <p>Cllr Savryn wished it to be minuted that BC Dalton suggested he used private emails due to similar political allegiances.</p> <p><b>County Councillor:</b> Has published his newsletter. Has offered £500 for the new defib in PV. In response to a question from Cllr Rimmington about the progress on the High St, Cllr Kennedy replied that if he has anything to report he will let the Chair and the Clerk know.</p> <p><b>Police report as agenda</b></p> <p>Wouldham Road: On Friday 23<sup>rd</sup> of July between 00:01 and 12:30. Somebody stole a wallet containing a bank card. The police are continuing their enquiries. Crime Report No. 46/132032/21</p> <p><b>Neighbourhood Watch Scheme:</b> Cllr Rimmington walked round PV with PCSO and spoke to a few residents. Dog fouling and the school parking are the most mentioned, a resident who is sergeant in the Met has seen the dangers of parking outside the school. PCSO will try and resolve the issue. Still some local drug smoking, PCSO and Cllr Rimmington will do a regular walkabout.</p> <p>Clerk reported the car that parks in the car park and takes/sells drugs, the PCSO has reported to his sergeant and will patrol the area</p> <p><b>Community Warden. No report</b></p>	<p>Clerk</p>
<p>6.</p> <p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p>	<p><b>PLANNING</b></p> <p><b>Planning applications considered and commented upon by the Planning Committee</b></p> <p><b>TM/21/01855/FL Starkey Castle solar panels. Question of listing?</b></p> <p><b>TM/21/01704 16 Nelson Road extension no objections</b></p> <p><b>TM/21/01599/FL 28 High St extension no objections</b></p> <p><b>Planning consents issued:</b></p> <p><b>Planning applications refused:</b></p> <p>TM/21/00273/FL Shop refused permission for change of use to flats. BC Davis states that the key point in planning is protection of village assets, must at least try to sell it as a shop ref pub in Burham, also refused permission for change of use.</p> <p>Cllr Gray – how does that work if it sits empty for 3 years? That still applies and must be within a reasonable price range. Shop behind Watermans has not been classed as a permanent store</p> <p><b>Other planning issues:</b></p> <p><b>TM/21/01939/OAEA Southern extension</b></p>	

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7.	<b>MEMBERS OF THE PUBLIC.</b> Telephone pole in school lane is covered in ivy.	Clerk
8.	<b>HIGHWAYS AND VERGES:</b>	
8.	<b>Verges.</b> Response from KCC on question from PC about whether local verges are being left for wildflowers. The answer is no, they are still being cut twice a year. New Court Road verges very overgrown. Last year it was cut twice, residents were very annoyed after the summer cut so now it is one cut per year. Report that the path is narrowed. Hall Road hedge, Clerk thinks it is Trenport's responsibility. Weeds on Knowle Road pavement from Rec and Piggy field. Path to Winchester House, ask Kris Rigg again. HGV sign and overgrown speed signs on Wouldham Road Hall Road footpath	Clerk  Clerk
8.1	<b>Speedwatch</b> Cllr Rimmington received an email from Alan Watson saying Snodland wanted their equipment back, he asked if they wanted to share it? The equipment is old, Alan recommended suppliers and Cllr Rimmington got quotes. He recommends the PC buy updated equipment. He asks "do we want to continue to support speed watch and buy new equipment?" Similar equipment is £2000 incl VAT (has calibration) Can get reconditioned which are cheaper, discussion on covert camera on posts and records speeds and numbers £3500. Cllr Bell: Snodland do not have a date yet but would not be able to share equipment 3 ways. (Snodland, Wouldham, PV) speed watch Wouldham have looked into options. Have previously spoken to Burham to discuss sharing but could Burham could not get the volunteers. Could covert cameras cover HGV's so can we look into legality of covert camera. VOTE: Proposal Cllr Bell. Second Cllr Rimmington Do we want to buy our own SW camera? <b>All agree.</b> <b>Proposal:</b> to purchase an updated version of equipment we have at the moment? Proposer Cllr Rimmington Second Cllr Gray <b>all agree.</b> Cllr Rimmington hands quote to clerk to order. To be shared between Wouldham and PV	Clerk
9.	<b>STREET LIGHTING:</b> Light on Hall Road near the houses is unable to be seen due to overgrowth. Clerk to report	Clerk
10.	<b>FOOTPATHS/PROW</b> PROW up the steps very overgrown clerk to report Flytipping 7 lots up Hill Road	Clerk
11.	<b>ALLOTMENTS:</b> Rent and water bill money paid. Allotment Association have put a lock on the tap.	
12.	<b>PETERS VILLAGE</b> Chair: shows sewage plan for phase next to the bridge. Cllr Rimmington asked whether the BC's could provide an update on the S106 monies, specifically the monies set aside for the play equipment for PV. There is £78K in the S106 relating to play equipment, can BC's chase this up? BC Dalton can ask the question but doesn't think there was a timetable? Ask Trenport. An example of delayed S106 spending is the Bus service, as it only runs for 3 years it is very important it is well used.	Clerk

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	Parking. Cars parked everywhere in PV, Viking Road is being tarmacked so cars were moved to Village Road	
13.	<b>WOULDHAM COMMON:</b> Needs a litter pick. Gets a cut twice a year.	
14.	<p><b>VILLAGE HALL:</b> All PC's have seen minutes of the village Hall meeting. <b>Decision has to be made: to take hall off market.</b> <b>VOTE: To take the hall off the market. Proposer Cllr Gray Second Cllr Savaryn.</b> <b>For 4</b> <b>Against 2</b> <b>Abstain 1</b> <b>Clerk to action</b></p> <p>Cllr Rimmington is concerned that if taken off the market before discussing with the potential buyer, the PC may be liable for compensatory damages. Cllr Parris suggests there is space for an office outside the garden but no access to toilets, discussion on child safety and having a DB check. Clerk states that as part of the Village Hall Committee she would like to see the back block be converted to clerks office, disabled toilets and toilets and will work on grant money, asks the PC if they would donate. The PC asks for costings on all the recommendations of the VHC. All agree to get quotes Discussion on timings for the work. Cllr Parris asks us to wait for Trenport to see if they will lift the covenant on the Rec. Clerk states that in actual fact the hall is still unfit for purpose as stated in the original plans – cannot park, no disabled access, poor toilets. But many of these issues can now be overcome using grant money from the Government due to covid. And, to maintain a hall in Wouldham there is no other choice. Also, any monies from its sale would need to be spent on a new hall. Cllr Parris: The proposed development on the allotments included a Village Hall to be built. When the PC meet with Trenport I requested the PC ask Trenport to build the Village Hall on the recreation ground and that Trenport could lift the covenant just for a village hall to be built on the recreation ground.</p>	Clerk
15.	<p><b>RECREATION GROUND:</b> Grass cutting at the side. Discussion on cutting the meter strip at the side to protect the pathway. Cllr Savaryn to ask Graham if he will cut it. Quote for bench repair, clerk to organise Devolving of KCC ground maintenance, clerk to get 3 quotes. What are we asking for? Chair asks PC to bring to next months meeting areas that the PC want to be included in the new contract. Clerk to send out map of the areas that are under contract, may include the churchyard</p> <p>Events on the Rec. Car boot sale. The Wouldham Initiative are asking for pitch fees, discussion on the "business covenant", they are raising funds for toilet block. Technically this is an issue. Discussion on Trenport donating to previous Fun Day's. Fun Days using the power from the cabin, shouldn't be open whilst the documents are in there. Ask Martin: Change wording on car boot ads to "donations"</p>	<p>Cllr Savaryn</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

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<p><b>16.</b> <b>16.1</b> <b>16.2</b></p>	<p><b>GENERAL VILLAGE BUSINESS:</b> <b>Discuss and approve matters for Community Magazine:</b> Defibs, bins? Jenny <b>CCTV to update cameras in the car park.</b> One CCTV camera not working replace with ANPR camera. Cover a wider area, get larger hard drive and ANPR <b>All agree to get quotes</b></p>	Clerk
<p><b>17.</b> <b>17.1</b> <b>17.2</b> <b>17.3</b></p>	<p><b>ADMINISTRATIVE AND FINANCIAL MATTERS:</b> <b>Approval of accounts</b> signed by Finance Committee, Cllrs Bell and Baker. Signing off of last months bank statement Cllr Rimmington <b>Agreement of Zurich Insurance and sign for 3 years</b> Proposer Cllr Parris Second Cllr Savaryn <b>All agree</b> to 3 year deal <b>Resignation of Jenny Head and co-option</b> Jenny will be sorely missed from this PC, her breadth of knowledge and the time she had been on the council have been invaluable, now we have to move on without Jenny and advertise for new Councillor. Notify TMBC, after 14 working days (BC Dalton informed on 4.8.21) they will announce whether anyone has called an election (for which they require 10 residents to support them, in writing) or not, PC have an application form for co-option. BC Dalton states that if only one person puts their name down for an election they are automatically on the PC. If 2 put their names down there is an election, if no-one does it goes to co-option.</p>	Clerk
<p><b>18.</b></p>	<p><b>CORRESPONDENCE:</b> <b>None</b></p>	
<p>19.</p>	<p><b>DATE OF NEXT MEETING:</b> September 7<sup>th</sup> Discussion on moving date of October meeting from 12<sup>th</sup> to 4<sup>th</sup>. All agree, clerk to amend</p>	Clerk
<p>20.</p>	<p><b>QUESTIONS FROM COUNCILLORS, CHAIRPERSON AND CLERK:</b> Cllr Gray: Is there any news on the return of Bulky Waste? Advisory board next meeting 31<sup>st</sup> August, can PC make representation to keep the service? The problem is Urbaser and finances. Clerk to write to Alisson Parrish. Can there be a meeting of Highways sub-committee? CCllr Kennedy's response and residents do not think the PC are pressing hard enough for the High St. Chair: in the past the PC have tried so hard but KCC officers have changed their jobs so have a new officer. Chair states .that he is looking at amalgamating smaller PC jobs next month. Cllr Gray requested a 'Highways' committee be included when looking at reviewing jobs/committees. Cllr Parris: at next months meeting the PC need to replace Jenny as rep for the VHC. BT cover outside the Medway is broken Asks about planned Hall Road gas works. Clerk has responded stating problems with traffic and that Monday is bin day Clerk has passed the PC insignia to Cllr Bell. She has also posted a picture of the old one on Facebook in case anyone has it to return.  Meeting ends 9.30pm</p>	Clerk  Cllr Bell/Clerk

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Date \_\_\_\_\_

<b>Finances up to July 23rd 2021</b>				
<b>Current account Nat West</b>				
			£ 63,428.57	£ 66,298.57
<b>Savings account Nationwide</b>				
			£ -	
<b>RINGFENCED TOTALS</b>				
Monies from car park donations			£ 870.00	
Monies for Village in Bloom			£ 100.00	
Monies from membership grant			£ 1,900.00	
<b>Payments made up to July 23rd</b>				
02/07/2021	EE	Phone top up	£ 15.00	
02/07/2021	EDF	CCTV	£ 17.00	
05/07/2021	Google	emaqil	£ 5.52	
08/07/2021	Liz Philips	litter picker	£ 387.59	
08/07/2021	HMRC	PAYE	£ 203.00	
08/07/2021	N Grimes	Salary	£ 1,095.81	
08/07/2021	N Grimes	Office rental	£ 216.66	
23/07/2021	E On	Streetlights	£ 18.42	£ 1,959.00
<b>Payments to be agreed August meeting</b>				
	SE Water	Allotments	£ 199.13	
	Google	Email	£ 5.52	
	N Grimes	Salary&expenses	£ 1,067.52	
	Liz Philips	litter warden	£ 387.59	
	N Grimes	office allowance	£ 216.66	
	TEEC	website hosting	£ 144.00	
	EDF	CCTV	£ 17.00	
	Eon	Streetlight approx	£ 29.00	£ 2,066.42
<b>ESTIMATED BALANCES</b>				
Nat West account			61362.15	
<b>RINGFENCED TOTALS</b>				
Car park			870	
Village in Bloom			100	
Membership grant			1900	64232.15

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