

1st March, 2022

WOULDHAM PARISH COUNCIL

MINUTES OF WOULDHAM PARISH COUNCIL MEETING
TUESDAY 1st March, 2022 AT 7.30PM
WOULDHAM VILLAGE HALL

Present: Cllr Bell, Cllr Parris, Cllr Buchanan, Cllr Baker, Cllr Rimmington, Cllr Marr
 and 1 member of public, Alex McDermott (Co-optee)

1.	APOLOGIES: Cllr Savaryn, BCllr Dalton, BCllr Davis	
2.	MINUTES – Monthly Parish Council meeting The minutes of the Parish Council meeting held on 1 st February were proposed by Cllr Rimmington and seconded by Cllr Parris 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.	Co-option - Unanimous vote in favour of Alex McDermott being co-opted onto the Parish Council. He duly signed the Minute Book and was welcomed as a Councillor	
5.	DECLARATIONS OF INTEREST NONE	
6	EXTERNAL REPORTS	
6.1	Borough Councillor: Report received, attached	
6.2	County Councillor: Newsletter is now available online,	
6.3	PCSO report: Not Received	
6.4	Neighbourhood Watch Scheme: Cllr Rimmington had received a PCSO report just before the meeting. He advised that West Kent NW have identified that crime is on the increase in the area, particularly drugs, vehicle theft, and assault. There has also been an unconfirmed attempt to snatch a child in Peters Village. The last bench has now been vandalised, but the perpetrators have been identified and the police are waiting for the witness statements to be made. He suggested that e-watch is signed up to which lists all the crimes in the area. He also noted that he has circulated the Safety Partnership Strategic report and that this is currently restricted information. Cllr Buchanan asked if there was an App available identifying local crimes. Cllr Rimmington suggested that “Country Eye” was a good App for reporting Heritage - (Off-roading, Metal detecting/night hawking, suspicious activity) animal & wildlife – (Hare coursing, poaching, horse crime, endangered species & conservation crime, animal welfare) farm crime – (Fly-tipping, trespass with firearms, trespass without firearms, arson, criminal damage, suspicious behaviour) and theft.	
6.5	. He had asked that dog fowling by added to the app, but it remains cost restrictive at the moment. Cllr Parris asked if the Police could actually stop occasionally in the Parish rather than use it as a road network to get to somewhere else. Cllr Rimmington reiterated that the Police are still extremely stretched and that the PCSO’s have limited powers. However, they are starting to take proactive action using Section 59 powers to seize illegal motor vehicles with several seized over the last month. He noted that we need to continue to encourage ALL crimes to be reported (including number plates if possible) so that the Force can target their resources. Cllr Parris commented that with the focus on Snodland and Kings Hill, issues are moving to the more rural areas. Cllr Rimmington advised that the Safety Partnership were aware of this and monitoring the situation. Main priorities currently are; Domestic Abuse, Anti-social behaviour, Violence Against Women and Girls, Violent Crime, Substance Misuse and Counter Terrorism. He also advised that TMBC now have an ASB Officer as part of their team.	
6.6	Chairman’s Report Cllr Bell had attended a KALC Meeting and circulated his report before the meeting. The main points identified were that we should continue to encourage people to visit the	

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	<p>PSCO Surgery in Snodland, it is not well attended and should be supported. Also, E-Scooters remain a problem. Cllr Rimmington noted that these can be seized under section 59 which applied to off road vehicles too. Cllr Buchanan noted there is currently a re-structure going on for all Borough councils.</p>	
7.	<p>MEMBERS OF THE PUBLIC.</p> <p>MOP advised that there was a telegraph pole on the High Street where the wire has become detached. She passed details to the Roads, Footpaths and Lighting Committee to report.</p> <p>MOP also asked about the 155-bus service situation. On Facebook, it says that KCC are consulting on cancelling services, but the 155 is not there. Cllr Bell has contacted Dan Bruce, KCC Transport and his reply is as follows:</p> <p><i>The current situation with respect to the 155 is as follows:</i></p> <p><i>Arriva have given notice to the Traffic Commissioner that they will be withdrawing the commercial 155 (i.e. the core daytime Monday – Saturday service) from 17th April 2022. This includes all elements of the route other than the Chatham – Borstal leg.</i></p> <ul style="list-style-type: none"> • <i>Evening journeys (operated by Nu-Venture) and the Sunday service are services provided under contract to KCC and are therefore separate from Arriva’s decision.</i> • <i>As a commercial service, the core 155 withdrawal is not subject to KCC consultation. Instead, its operation and status is a decision for the operator – i.e. Arriva.</i> • <i>Separately, KCC is consulting on £2.2m of bus withdrawals to address its own budget pressures. The contracted evening journeys and Sunday service referenced above do not form part of the list of services proposed for withdrawal as part of this exercise and as such are not part of the consultation document recently published.</i> • <i>KCC (working with Cllr Andrew Kennedy) is currently in discussion with Trenport with respect to the S106 monies available from the Peters Village development. As you know, this funding was premised on building on the 155, so agreement is required from Trenport if its use is to be varied. We are seeking agreement from Trenport to utilise the funding to provide a new service which meets the requirements of the S106 but, which also covers elements of the 155 service being withdrawn by Arriva. As things stand currently there is no agreement but discussions are continuing.</i> • <i>KCC will need to consider the status of the evening and Sunday services given the situation with the core service on which they currently build, but the nature of this is subject to the outcome of the Trenport discussions.</i> <p>Cllr Bell noted that David Brazier, Cabinet member for Transport on 5/11/21 reported on the aspirations of Kent Bus Services, 4 months later they are cutting services. Surely thy should have been aware of this at the time of the report?</p> <p>He also noted that the 145 will continue to service from Chatham to Borstal and return, as that part of the journey makes a profit. Cllr Marr observed that they were saying that passenger numbers not picked up since the lockdown.</p> <p>Although the Monday to Saturday services will be withdrawn, the evening and Sunday service with NU Venture will continue for the time being.</p> <p>Cllr Buchanan asked if any future service had to be with Arriva. It was confirmed that any new service would need to go out to tender. There appears to be approximately 1k loss per week, so any contractor would need to look at having a subsidy of at least 50k to make it viable. Cllr Baker noted that he had heard that Tracey Crouch MP was trying to get agreement to extend the service until the summer at least to finish the school year. Clerk will contact her for confirmation.</p>	Clerk

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	<p>Cllr Parris noted that one problem with the service is that the main users (other than school children) are OAP's with bus passes. The bus company only gets 40p per trip for anyone using the pass. Also, the biggest problem is the lack of use by residents causing it to be unviable. Cllr Parris asked that the letter from Dan Bruce is published in the newsletter to explain the situation clearly for residents.</p> <p>Cllr Marr noted that children would be the worst affected. If they are not able to get to school parents are at risk of being fined and they would effectively be excluded from afterschool clubs.</p> <p>Cllr Bell has spoken to the Education Department at KCC regarding the situation and will follow up with an email outlining the issues faced. Cllr Buchanan asked how much the bus service was receiving from the Freedom Pass as it's about £380 per child. KCllr Kennedy will be contacted to ask that he puts the question forward.</p> <p>Cllr Bell felt that the "Land in Eccles" application stating that there are "great transport links" needs to be challenged as it is obviously totally inaccurate. He will keep Councillors updated with any developments.</p>	Cllr Bell
<p>8. 8.1 8.2 8.3</p>	<p>PLANNING</p> <p>Planning applications considered and commented upon by the Planning Committee:</p> <p>a) 22/00113/OAEA 950 dwelling Development Site Bushey Wood Phase 1 Bull Lane Eccles. Letter of objection sent to TMBC. Cllr Bell outlined the letter of objection set. Cllr Buchanan asked whether the bridge has a weight limited. ED doesn't think it would be affected.</p> <p>b) 22/00330/FL. This was only found via Facebook today. The planning committee propose to put in an objection. Cllr Marr noted that some had easements over land, but others haven't and have done it anyway.</p> <p>Planning Consent Issued</p> <p>a. 21/03213/FL Temporary planning application for the erection of a temporary sales area including the erection of low level fencing, bollard lighting, footpaths and six vehicular parking bays. Phase 6 Cala Parcel 1F Peters Pit And Peters Works Site Hall Road Wouldham Rochester Kent</p> <p>Terms of Reference: Cllr Bell proposed Cllr Rimmington seconded – ALL AGREED, ADOPTED</p>	
<p>9. 9.1 9.2 9.3 9.4</p>	<p>Roads, Footpaths & Lighting -</p> <p>It was agreed that Cllr McDermott become a member of this committee.</p> <p>Terms of reference: Proposed Cllr Buchanan, seconded by Cllr Marr. Cllr Marr noted that the 2k devolved budget was for solar lights in the recreation ground. ALL AGREED, ADOPTED</p> <p>The report was reviewed by Cllr Buchanan. Clerk advised that "clearing the gully's" has been started with the restricted parking on the High Street for up to a week. Also, the light in the car park has been fixed and the broken speed signs on Knowle Road had been reported. Cllr Baker noted that the block paving has now been fixed on Keepers Cottage Lane, but this is the 3rd time since 2018 that it has had to be fixed. The main problem seems to be that cars park along the road continually breaking up the surface.</p> <p>It was agreed that 2 "No Horses" be purchased to put in Oldfield Drive and at the entrance to the recreation ground. 1 has been moved to the Knowle Road entrance. This will make it very clear that horses are not allowed on the recreation ground.</p> <p>One way system; Cllr Bell confirmed that the 3 options available to the Parish Council were sent out to Councillors.</p> <p>1. For a trial of the recent consulted scheme of a complete one way system around the village.</p>	Clerk

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	<p>2. For a trial of a one way system just through the High Street. (with the possibility of traffic calming being installed if it goes ahead)</p> <p>3. Do nothing at all. Although traffic calming could still be considered.</p> <p>Cllr Marr queried if other options put forward in the consultation were discussed with Highways i.e whether the one way system could have a 2-way section from Oldfield to the High Street. Cllr Bell explained that other options were considered and discounted as some were impractical and others were cost prohibitive as requiring too much infrastructure change.</p> <p>Cllr Parris felt that people would not abide to a one way system and that the main issues are just around rush hours. Other times speed is the issue, so would rather traffic calming measures be implemented.</p> <p>Cllr Marr chose a trial of one way on the High Street, but was concerned with what happens if other roads are</p> <p>Cllrs Buchanan, Baker, Rimmington and McDermott also chose a trial of one way on the High Street.</p> <p>Cllr Parris queries how the trial would be monitored. Cllr Buchanan noted that KCC have said that all access roads would be monitored to see where the traffic goes. I.e. Hall Road, High Street, past the Church, Knowle Road and School Lane.</p> <p>Therefore, voting was as follows: Option 1, complete one way - NONE. Option 2, High Street one way – SIX. Option 3, traffic calming only, ONE.</p> <p>Clerk/Chair will inform KCC of this decision.</p> <p>Cllr Parris noted that the timing for any trials needs to be carefully planned so that it is not during school holidays etc. Cllr Buchanan confirmed that KCC has said that any trial would be for a minimum of a month, but could go up to 18months to ensure a complete monitoring is fully reflective of use. Cllr Rimmington suggested that a cameral could be installed as there is still a concern that people will ignore the one-way system as part of the monitoring.</p>	<p>Cllr Bell/ Clerk</p>
<p>10.</p> <p>10.1</p> <p>10.2</p>	<p><u>Open Spaces</u></p> <p>Terms of Reference: Proposed by Cllr Parris, seconded by Cllr Buchanan AGREED, ADOPTED</p> <p>Report on visual check completed and submitted. Cllr Parris noted that the net for the basketball still needs to be changed to metal. She also noted that the football team used to prepare the goal mouths each year, but now they are not maintained as there is no club. Cllr Savaryn had informed the committee that the posts on the gate to the children’s play area are twisted.</p> <p>Re-siting of car park rules sign has been agreed. However, Cllr Parris noted that it says “for residents only” and “no commercial vehicles”</p> <p>Cllr Parris also queried whether the parking bays being could be realigned to provide more spaces as people are parking outside of the bays and on grass area next to the bin. Cllr Bell explained that this had already been looked at, but was too expensive for the gain made.</p> <p>Cllr Parris also noted that the Environmental Agency do not clear the reed beds which appears to reduce the flow, potentially making flooding more likely. Also, the bushes are restricting the view for users of the park area and there needs to be a rubbish clear up along the riverbank. Cllr Rimmington noted may be left for wildlife and is not sure whether the reeds cause or ease the problem of potential flooding.</p> <p>The trees that fell in the storms have yet to be cleared by TMBC, but Cllr Parris suggests that if they are going to be replaced, it is with something not so tall i.e. flowering cherry. Cllr Bell feels that they</p>	

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10.3 10.4 10.5	<p>may not be replaced as they were quite close to the houses. Cllr Parris will contact Andrew Young at TMBC to discuss</p> <p>PV Park: Cllr Bell read a letter to be sent to Tracey Crouch MP regarding the youth facilities asking for help to identify what's happening with the Section 106 monies. Cllr Rimmington asked that mention be made highlighting the fact that each resident has paid towards the maintenance of play equipment in their service charge. This money is being taken for non-existent facilities.</p> <p>Wouldham Common: Need to arrange for a community litter pick in the spring.</p> <p>Grounds Maintenance: Still awaiting final quotes for reviewed work. ALL AGREED that the contract could be issued by the Finance and Administration Committee before the next meeting</p>	Cllr Parris Clerk
11. 11.1 11.2	<p>Village Hall</p> <p>Terms of Reference: These have been drafted, but are now with ACRE to check as there was too much conflict with the Charities governing document. Once agreed that the governing document can be changed, the TOR can be presented.</p> <p>Minutes of meeting received. Cllr Rimmington queried costs for the Hall, particularly the structural survey mentioned. Clerk confirmed that the PC have no obligations to costs. However, the Charity can approach the PC for funding, to be determined case by case. There is still some confusion over the fabric costs as the PC are the legal owners. She is still working with ACRE to try to get more clarity.</p> <p>Electrics: Based on various electricians' reports, more quotes have been requested to just undertake essential safety works. The water heaters will be replaced with lower kw ratings which will mean that the wiring doesn't have to be changed.</p>	Clerk
12. 12.1 12.2 12.3 12.4	<p>Health & Safety/Risk Management</p> <p>Terms of Reference: To be completed. Membership will include Cllr McDermott</p> <p>Defibrillators Clerk has had discussions with the Community Heartbeat Trust to see if they can check the Defibs and re-locate. She circulated their documentation to see if the PC wanted to take up the support package for between £136 and 165/year to look after the equipment. Cllr Rimmington noted that the nearest one at present is at McDonalds. Cllr Parris asked that we let residents know via the newsletter</p> <p>Life Buoys: Cllr Baker advised that someone has tampered with the seal on one along the esplanade. Cllr Parris confirmed that when Trenport put them in the PC had to be responsible for their upkeep.</p> <p>Risk Assessments Play Equipment - ROSPA already carried out in September Village Hall _ current one done including COVID update, to be updated again once the electrical work has been completed Open Spaces - Completed and approved Cllr Parris queried whether the Sea Wall is within the Councils responsibility and should be included. Cllr Rimmington felt that the Council only have a duty of care to check and report any damage to the railings. Cllr Bell explained that the sea wall was owned by various companies along the river i.e. TMBC's, Tarmac and Trenport. It is their responsibility to monitor and repair as necessary. He is aware that TMBC monitor movement each January and has received figures for this year. He will let Cllr Parris have sight of them. Cllr Parris was concerned that with the recent flooding there may</p>	Clerk Cllr Rimmington Cllr DP

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	have been additions movement. She will contact Andrew Young at TMBC to see if he feels additional monitoring needs to take place to cover this period.	
13.	GENERAL VILLAGE BUSINESS:	
13.1	Community News Items: Recognition of people volunteering for the benefit of the Village. Defibs, one way system. Jubilee, save the dates. Cllr Parris noted that the PC are still well back and feels that we should be nearer the front. Clerk updated that she had managed to get it moved from the last pages and suggested that the two PC should be together. Cllr Bell noted that we are paying more than Burham, who have dropped their contribution due to the reduction in printed copies.	Clerk
13.2		
13.3	Jubilee Update Terms of reference: Proposed by Cllr Parris, seconded by Cllr Bell. ALL AGREED, ADOPTED Clerk explained that we need to identify the powers under which we are supporting the Jubilee and suggested the following resolution the ' <i>Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur the expenditure secured by funding which, in the opinion of the Council, is in the interests of the area and will benefit them in a manner commensurate with the expenditure.</i> ' ALL AGREED Cllr Rimmington asked about a Beacon for Peters Village. Clerk explained that one had been planned, but there had only been one person from PV to support activities. Cllr Rimmington confirmed that there were discussion happening and he would ensure the Clerk was invited. He suggested a Beacon was purchased and he would be responsible for ensuring an event was created for its lighting. ALL AGREED, Clerk to purchase additional Beacon.	Cllr Rimmington Clerk
13.4	Cllr Bell proposed to extend the meeting past 10pm, seconded by Cllr Parris. AGREED	
14.	Administrative and Finance Matters 1. Signing of payment request and approval of Jubilee spend - Done 2. Training Cllr Buchanan has completed 2 training courses and is booked on the Dynamic Councillor course March. 3. Cllr Bell asks that members consider the implications of employing a handyman on a retainer. Cllr Parris was concerned that the purchase of a lawnmower for the Parish could have H & S implications. Agreed to ask Pam Saunders, Burham PC for details of theirs. 4. Matters to be raised at other meetings PPP -	Clerk
15.	CORRESPONDENCE: NONE	
16.	DATE OF NEXT MEETING: Tuesday 1 st April, 2023 in the Village Hall at 7.30pm	
17.	QUESTIONS FROM COUNCILLORS, CHAIRPERSON AND CLERK:	
18.	MEETING CLOSED AT 10.30pm	

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Finances up to February								
Opening Balance Nat West 20/1								67310.9
RINGFENCED TOTALS								
Monies from car park donations							£ 870.00	
Monies for Village in Bloom							£ 100.00	
Monies from membership grant							£ 1,900.00	
Monies from Big Lottery							£ 8,200.00	
Current available monies ringfenced							£ 11,070.00	
Receipts made up to								
S. Albert - Horse field								
L Townend Bar Of Chocolate					Car park			£ 20.00
Sloan Garidragchaa F&C					Car park			£ 60.00
Big Lottery Funding								£ 8,200.00
UK Power Wayleave								£ 80.10
TOTAL INCOME								£ 8,360.10
Payments made up to								
05-Feb-22	T Miles	Salary	BAC	779.85				
05-Feb-22	Liz Phillips	Salary	BAC	387.59				
05-Feb-22	T Miles	Office rental	BAC	216.66				
25-Jan-22	Npower	Streetlights	DD	33.15				
02-Feb-22	GOOGLE	Email	DD	5.52				
02-Feb-22	EDF ENERGY	Streetlights	DD	12.00				
02-Feb-22	EE TOPUP	Phone	DD	15.00				
11-Jan-22	Burham PC	Streetlight Scarborough	BAC	36.00				
22-Feb-22	Nest	Pension	BAC	92.46				
TOTAL EXPENDITURE								£ 1,578.23
P & L for period							£ 6,781.87	
Balance (inc ringfenced)							£ 63,022.77	
Pending								£ 92.46
Closing Bank Balance @ 14/2								£ 74,185.23
Payments to be agreed at March meeting								
09-Feb	Geosphere Ltd	Parish online Sub	BAC	96.00				
March	T Miles	Salary	BAC	815.07				
March	Liz Phillips	Salary	BAC	387.59				
March	T Miles	Office rental	BAC	216.66				
25-Feb-22	Npower	Streetlights	DD	33.15				
02-Mar-22	GOOGLE	Email	DD	5.52				
02-Mar-22	EDF ENERGY	Streetlights	DD	12.00				
March	NEST	Pension	BAC	30.82				
02-Mar-22	EE TOPUP	Phone	DD	15.00				
25-Feb-22	Eventbrite	Completing AGAR™	BAC	60.00				
10-Feb-22	Eventbrite	Dynamic Councillor	BAC	60.00				
14-Feb-22	Eventbrite	Planning Conference	BAC	60.00				
02-Feb	Recycle 4 Rehoming	removal of Horse	BAC	275.00			2,066.81	
March	Ringfenced Itemised purchases for Village Hall/Jubilee (separate sheet)			6,170.98				
TOTAL COMMITTED SPEND @								£ 8,237.79
ESTIMATED BALANCES								
Estimated Bank total							£ 65,947.44	
RINGFENCED TOTALS							£ 4,899.02	
TOTAL AVAILABLE							£ 61,048.42	

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Jubilee Income and expenditure

TOTAL SPEND		16035.94	595.67	1730.00	1325.00	638.31	525.00	720.00	490.00	0.00	144.00	0.00	5572.31
BUDGET REMAINING				70.00	125.00	311.69	475.00	280.00	10.00	500.00	856.00	0.00	7500.00
INCOME/BUDGET				ALL COSTS ARE NET AS VAT NOT COVERED WITH FUNDING									
ORGANISATION	Quote/ Confirmed/ Ordered	Total Cost	VAT	Equip Hire	Souvenirs	Staging	Portaloos	Printing	Beacon	Bunting	St Johns	Other	Total Net
Big Lottery	Yes			1800.00	1450.00	950.00	1000.00	1000.00	500.00	500.00	1000.00		8200.00
Parish Council (precept)	Yes											2000.00	2000.00
KCC Board Member (book)												700.00	700.00
TOTAL PROJECT INCOME													10900.00
EXPENDITURE/ PAYMENT REQUEST													
Jayes Portaloos	Quote	630.00	105.00				525.00						
Axes and Bows	Quote	750.00	0.00	750.00									
Jumping Monkey (Inflatables)	Quote	980.00		980.00									
Gears for Music	Quote	768.98	127.67			638.31							
Dash 500 Mugs	Quote	1590.00	265.00		1325.00								
Tor Publishing (200 books)	Quote	720.00						720.00					700.00
Beacon	Ordered 19/1	588.00	98.00						490.00				
St Johns Ambulance	Booked, not	144.00									144.00		
Scooby	Yes												
Parish Council Approved spend from Funding		6170.98											Date:

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