



## WOULDHAM PARISH COUNCIL

To all members of the Council

YOU ARE SUMMONED TO ATTEND THE MEETING  
OF THE **PARISH COUNCIL** TO BE HELD ON  
**TUESDAY 4<sup>TH</sup> AUGUST 2020, AT 7.30PM**  
AT WOULDHAM VILLAGE HALL

Members of the Public and Press are welcome to attend

**It is advisable to wear masks during the meeting**

### **AGENDA**

#### **1. Apologies for Absence**

#### **2. Approval of the Minutes Monthly Meeting held on March 3<sup>rd</sup> and June 1<sup>st</sup> 2020**

**Due to the Covid emergency the AGM was carried out without a quorum in draft form in order that the daily business of the PC could continue.**

**Proposer from the Chair and Vice Chair that the contents of the draft meeting held on June 1<sup>st</sup> are correct. VOTE: Chair Vice-Chair**

**Proposal that the content of this draft meeting be agreed by the PC. VOTE:**

#### **3. Matters arising from the Minutes**

#### **4. To receive Declarations of Interest**

#### **5. External Reports**

- 5.1 To receive report from Borough Councillors and questions from the Council.
- 5.2 To receive report from County Councillor and questions from the Council
- 5.3 To receive monthly crime and incidents report and questions from the Council
- 5.4 To receive report from Neighbourhood Watch and questions from the Council
- 5.5 To receive a report from the Community Warden

#### **6. Planning**

##### **6.1 Planning applications considered and commented upon by the Planning Committee:**

- TM/20/01543/FL PV Medical Centre
- TM/20/01373/FL PV Medical Centre
- TM/20/01407/TPOC Tree reduction in Beehive Grove

##### **6.2 Planning consents issued:**

- TM/20/01049/RD Pelican Road Approved

##### **6.3 Planning applications refused:**

##### **6.4 Other Planning Issues:**

#### **Local Plan consultation**

**7. Members of the Public** (The Parish Council meeting is open to members of the public for questions for 30 minutes. One question per person will be allowed initially and only if time permits further questions will be allowed. Members of the public will not be allowed to speak during the Council's formal business unless invited to do so by the Chairperson)

#### **8. Highways & Verges**

## **9. Street Lighting**

### **9.1 Quotes for streetlight conversion 3 quotes received**

## **10. Footpaths/PROW**

## **11. Allotments**

## **12. Peters Village**

12.1 Response to DYL survey and decision on putting them on Phase 14

## **13. Wouldham Common**

## **14. Village Hall**

## **15. Recreation Ground**

### **15.1 Charging for use of the car park and recording of income**

### **15.2 Height barrier. 3 quotes received**

15.3 Pathway behind the disabled bays, potentially dangerous access, now fenced off.

**On July 23<sup>rd</sup> the finance committee agreed to pay a solicitor to advise on the covenant for the Recreation Ground.**

## **16. General Village business**

**On June 29<sup>th</sup> 6 members of the PC agreed to postpone the July meeting and have a meeting in August.**

16.1 To discuss and approve items for the Community News

## **17. Administrative and Finance Matters**

17.1 Approval of Accounts for payment: Parish Council and Village Hall Committee

17.2 The approving of risk assessments

17.3 Insurance renewal. 3 quotes received

## **18. Correspondence Received**

## **19. Date of Next Meeting**

**September 8<sup>th</sup> 2020**

## **20. Questions from Councillors, Chairperson and Clerk/Future Agenda Items**

**WOULDHAM VILLAGE HALL RISK ASSESSMENT FORM**  
**RISK ASSESSMENT TO BE COMPLETED BY HALL HIRERS**

**(See Attached Notes & Hall Risk Assessment) Parish Council meeting 4/8/20**

<b><u>PORENTIAL HAZARD</u></b>	<b><u>EXISTING CONTROL MEASURES</u></b>	<b><u>RISK RATING</u></b>	<b><u>PREVENTATIVE MEASURES</u></b>	<b><u>RESPONSIBILITIES</u></b>
Covid 19	Hand sanitizer  Masks	5	Someone at door to apply  Will recommend wearing and supply on door	Clerk  Clerk
	Distancing	5	Chairs to be spaced 2M apart, maximum 30 people in hall	Chair and clerk
Fire	"housekeeping" Announcement  See Hall RA	2  3/4	Location of extinguishers And exits  Displayed	Chair  Clerk
All other				

Date: 30/7/2020

Signed:

Print: Nicky Grimes