

**MINUTES OF WOULDHAM PARISH COUNCIL MEETING
TUESDAY 3RD FEBRUARY 2015 AT 7.30PM
WOULDHAM VILLAGE HALL**

Present: Cllr R Stone (Chairman)
Cllrs D Adams, K Aspinall, T Fulwell, J Head and K Savage
In Attendance: Mrs S Eggesden (Clerk)
Borough Cllrs R Dalton and D Davis
County Cllr P Homewood
11 Members of the Public

		ACTION
1.	APOLOGIES There were apologies from Cllrs Gore and Parnell	
2.	MINUTES The minutes of the Parish Council meeting held on the 6/01/15 were proposed by Cllr Adams and seconded by Cllr Savage to be a true record of proceedings. The minutes of the Precept meeting held on 13/1/15 were proposed by Cllr Adams and seconded by Cllr Savage to be a true record of proceedings. It was agreed by all other councillors that both sets of minutes were to be signed by the Chairman.	
3.	MATTERS ARISING FROM THE 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.	DECLARATIONS OF INTEREST Cllr Aspinall declared an interest in BAM Nuttall as her husband is currently working at the site. As there were no further declarations to be made at this stage it was agreed that any declarations that Councillors became aware of which were relevant to this meeting would be declared, as appropriate, throughout the meeting.	
5.	BOROUGH COUNCILLORS - VOTE ON ATTENDANCE AT FUTURE PARISH MEETINGS Cllr Fulwell had requested this agenda item and the Chairman invited Cllr Fulwell to speak. Cllr Fulwell said the Borough Cllrs (BC) take up too much time at the parish meetings and diverge from WPC views. He suggested that WPC do not invite them to the meeting and WPC instead puts any points to the BCs after the meetings. Cllr Fulwell proceeded to give examples of areas he considered where the BCs had failed to provide information to WPC; on the Peters Village 106 agreement where Cllr Davis was adamant that WPC had been consulted on this at the January WPC meeting, why didn't the BCs bring this to WPC attention at the time and why did the BCs not make WPC aware of the 2 identical PV applications in 2006? The Chairman asked cllrs to vote on this. The Chairman, Cllrs Adams and Savage voted for the BCs to continue to attend future WPC's meetings. Cllrs Aspinall, Fulwell and Head voted against the BC attending future WPC's meetings. Agreed: Following the Chairman's casting vote, it was agreed that the BCs would continue to attend WPC's monthly parish meetings and provide a report to cllrs.	
6.	EXTERNAL REPORTS 6.1 Borough Councillors: Cllr Davis reported on confusion regarding the plans for the greenway traffic restrictions that has come to light. Back in 2006, the application showed 2 sets of shuttle systems which would be subject to a more detailed plan for the greenway. In 2008, the approved application, which WPC was consulted on, showed the northern shuttle was modified to chicanes. This amendment had not been made clear to the BCs at the time of the application by TMBC. Cllr Dalton referred to Cllr Fulwell's earlier comments on the PV 106 agreement and referred to the minutes of a meeting held at TMBC on 28/2/14 which Cllr Fulwell attended. He read from some of the questions and answers from the minutes which highlighted the 106 agreement. Cllr Fulwell advised that his concerns were why was WPC not made aware of	

	<p>the 106 agreement at the time. Cllr Davis advised that Cllr Fulwell was aware of the 106 agreement as he had put in a list of requests for the 106 at the time. He also pointed out that he did not attend the last January WPC meeting. Cllr Fulwell confirmed he was referring to the January 2014 WPC meeting.</p> <p>Cllrs Aspinall, Fulwell and Head requested the BCs to submit a written report prior to the meeting in future so councillors can prepare questions in advance. Cllr Davis advised that they will and do submit a written report when they have something to report unless they have something that has come up last minute such as tonight's item, then it will be reported verbally. Cllr Aspinall advised that she had not received a written report in the 3 months that she has been a councillor.</p> <p>6.2 County Councillor: Cllr Homewood reported that KCC has agreed to press ahead with converting 120,000 street lights to LED with Central Management System Technology for repairs. This will reduce KCC's energy bill by around 60% meaning the Council will be able to return every residential area to all-night lighting which may be dimmed a little after peak hours. The scheme will cost in the region of £40 million but will pay for itself in 8 years. Conversion could start in late 2015 and will take 3 years to complete.</p> <p>WPC were pleased to note this and asked Cllr Homewood if it could contact him regarding the possibility of changing the WPC owned street lights to LED at the same time. Agreed: Clerk to contact Cllr Homewood regarding LED's for WPC's owned street lights for conversion to take place as the same time as the KCC owned lights and to look at securing a KCC highways grant for this work.</p> <p>6.3 Police Report: a report had been circulated to cllrs prior to the meeting. New crimes reported - Jan. 15 Hall Road, Wouldham On Saturday 3rd of January between 7:00pm and 10:35pm. There was an attempt to steal copper cables from this property the cables had been cut but not removed.</p> <p>6.4 Neighbourhood Watch Scheme: Cllr Aspinall reported that the scheme is going well and they are trying to organise another meeting for later this month.</p> <p>6.5 Youth Club: The Clerk reported that the Youth Club are planning a trip to laser combat with the funding they have raised. They have asked if WPC could assist them with a donation towards the cost of mini bus for this trip for half term week. Agreed: Further details on the trip were required before a decision could be made. Also the Clerk was asked to enquire if they had access to a CATs mini bus for use. Decision on a donation would then be made by email. Cllr Head requested that they send in dates and times of the youth club on a monthly basis so we can inform the youth in the village. Agreed: Clerk to contact CATs regarding this.</p>	<p>Clerk</p>
<p>7.</p>	<p>PLANNING 7.1 Planning applications considered and commented upon by the Planning Committee: TM/14/04151/RM - Former Peters Pit And Peters Works Site Hall Road Wouldham Rochester Kent - reserved matters application for phase 1 being appearance, landscaping, layout and scale pursuant to outline application TM/05/00989/OAEA (Formation of development platforms and creation of new community including residential development, mixed-use village centre (including A1; A3 and B1 use), community facilities and primary school and associated highways works)</p> <p>WPC had concerns on the tandem parking, as circulated to cllrs prior to the meeting and currently the sewerage for phase 1 as WPC were still waiting for answers to its questions on this raised last month with TMBC. Agreed: Clerk to request a further extension in time from TMBC so it can have answers to</p>	<p>Clerk</p>

	<p>WPC's concerns with the sewerage.</p> <p>Cllr Davis advised that he is unaware of the questions that WPC has asked TMBC but can advise that on the parking issues, this will be looked at as on 2/12/14, TMBC agreed that garages do not count towards the parking allocation. The vast bulk of parking on this application are car ports and these are acceptable as spaces. Cllr Davis advised that parking rules are being carefully looked at in the future, especially tandem parking as this is not preferred.</p> <p>Positives with the application were discussed. Agreed: to add that WPC likes the layout and the building height when submitting its comments.</p> <p>TM/14/03612/FL - Scarborough Buildings, Rochester Road Burham Rochester Kent. Extension to an existing agricultural building: superseded plans and additional information received. Agreed: No comments</p> <p>7.2 Planning consents issued: TM/14/03387/RD - Former Peters Pit and Peters work site - Further details of site investigation works and remediation strategy submitted pursuant to condition 6 of planning permission TM/00989/OAEA and condition 8 of planning permission TM/05/00990/FLEA - approved 22/12/14</p> <p>7.3 Planning applications refused: 7.4 Other Planning Issues: Outstanding Actions</p> <ul style="list-style-type: none"> • Land at the end of Ferry Lane - alleged breach of planning control reported to TMBC Enforcements who will carry out a site visit. No further update received. • Land adjacent to Pilgrims Way and Hill Road - alleged residential use of stable/office building reported to TMBC enforcements. Letter received from TMBC confirming further investigation to take place. • Wouldham Primary School to be listed on an historical register. The Clerk has contacted TMBC's Conservation Architect. English Heritage are the most secure option here. Agreed: Clerk to investigate further the implications on being listed and advise cllrs. • TM/13/00772/RD - School Farm, School Lane. Email sent to Richard Edmonds, TMBC enforcement regarding when the conditions for the owls come into force. No response to date. <p>Actioned:-</p> <ul style="list-style-type: none"> • Watermans Arms - community asset form sent to TMBC on 29/1/15. <p>7.4.1 Community Asset list - Agree to withdraw the application for the Medway Inn. Agreed: Cllrs all agreed to this and the clerk would inform TMBC.</p> <p>7.4.2 Open Spaces Assessment from TMBC - agree a response. Agreed: to add the following areas in the parish to the map: Wouldham Common, allotment site, riverside area of Trafalgar Close, Wouldham marshes, the reptile receptor site known as Piggy fields, Monk Wood and Syle Wood. Clerk to forward this to TMBC.</p>	<p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p>
<p>8.</p>	<p>PETERS VILLAGE: 8.1 - Report from meeting on 14.1.15 The Chairman, Cllrs Head and Savage attended the meeting with BAM Nuttall and Trenport. This was an excellent meeting with a lot of technical information made available. We are still waiting for the minutes to be approved due to ensuring technical information in them is correct. Agreed: WPC will publish the minutes on its website when available.</p>	<p style="text-align: center;">Clerk</p>

	<p>Trenport had confirmed that WPC will receive £400 collected from the lorry fine money, to be donated to Wouldham Village Hall fundraising project. Discussion took place on the confusion surrounding how the fine money was to be split.</p> <p>Agreed: All lorries not using the correct route should still be reported to BAM as Wouldham still have the potential to gain from this if split between the 3 villages choice of charity again. The Chairman read out an email from Trenport received late today which stated 'Fines - these will continue to be made for any driver deviating from the agreed route at £200 a time. Once a pot has accumulated, BAM will then decide how to allocate any monies.'</p> <p>Outstanding Actions:</p> <ul style="list-style-type: none"> • Peters Pit - TM/14/03387/RD. Further questions were emailed to Trenport & BAM Nuttall, copying in TMBC on 12/1/15. No response to date but Trenport had advised that they will come back to WPC on this. Cllr Head advised information on the site is available in the BAM office foyer for anyone to see. Cllr Fulwell asked if BAM agreed at the meeting on 14/1/15 to give us written reports on the decontamination. Cllr Head was not sure of the information that Cllr Fulwell required but advised that reports will be provided to TMBC and the Department of Environment would need to provide a certificate that the site is safe. • Additional dog bin for the new bridleway. This had not been mentioned at the meeting on 14/1/15. <p>Agreed: Clerk to contact BAM on this.</p> <p>Actioned:</p> <ul style="list-style-type: none"> • Emailed Trenport regarding Piling hours. Trenport advised that piling site hours are 8am to 6pm, Monday to Friday and BAM have confirmed no noisy operations started before this time. • Emailed BAM Nuttall regarding local apprenticeship schemes. Response received from Rex Burgess advised that no local schemes are available, only national schemes but RB can help with contacts if anyone local is interested in this. • Email to Trenport regarding the December newsletter. Trenport advised that they would not retract its wording in the newsletter. • Emailed Trenport regarding a vehicle reported driving along the bridleway. Response is that barriers are in place and any vehicles seen driving here need to be reported to the Police. • Emailed Trenport regarding the chemical smell from the site. Response - this was dealt with at the meeting on 14/1/15 (minutes not yet received) • Emailed Trenport regarding damaged Peters Pit traffic sign as the top of Knowle Road. This has now been fixed by Trenport. 	<p>Clerk</p>
<p>9.</p>	<p>REAR ACCESS ROAD</p> <p>Actioned:</p> <ul style="list-style-type: none"> • consultation letter delivered on 22/1/15. Response requested by 11/2/15 	
<p>10.</p>	<p>MEMBERS OF THE PUBLIC</p> <p><i>Can WPC write to the resident in Oldfield Drive regarding parking issues.</i></p> <p>Agreed: WPC would write to the resident, inform the Police of issues in the area and ask TMBC to look at the area regarding the parking issues.</p> <p><i>A resident advised he is suffering from health issues from the piling. Why, when the BC had been to the site, had they failed to pass on technical information obtained at a meeting with BAM Engineers last year regarding the piling to residents? The resident advised that BAMs engineers on site had advised that all the information had been passed onto the BCs.</i></p> <p>Cllr Davis advised that it is not the BCs duty to pass on technical information on the piling to residents unless they had had a specific concern raised to them. He also confirmed that the</p>	

	<p>BCs had not attended any meeting regarding the piling apart from the recent meeting also attended by Parish Councillors.</p> <p><i>A resident had a letter left on her car for parking in Ferry Lane and Trafalgar Close. Ferry Lane is an unadopted road so therefore private but anyone can park in Trafalgar Close.</i></p> <p><i>Why is work going ahead at the Forresters Arms when 8 people opposed to the planning application?</i> TMBC have to adhere to the planning law when looking at an application and permission has been granted.</p> <p><i>Can anything be done about the recreation ground car park?</i> Road stone will put in the holes in the spring. Agreed: to look into a more permanent solution when looking at the rear access road.</p> <p><i>There are not any litter bins in the Oldfield Drive area. Can one be put in here?</i> Agreed: Clerk to ask TMBC.</p> <p><i>Did anything get done regarding contacting the users of the Ferry Lane hall about parking in the area?</i> Yes WPC wrote to the hall users and they agreed to ask their members to use the recreation ground car park.</p> <p><i>Could WPC look at making parking bays on the grass verge in the High Street area?</i> Following on from last month, this is on WPC's list to review with KCC.</p>	<p>All</p> <p>Clerk</p> <p>Clerk</p>
<p>11.</p>	<p>STREET LIGHTING: Portal Items reported this month/still outstanding:- 17144584 - outside 12 Trafalgar Close, JTFF009, on 24/7 - work being programmed 133961 - Junction of Knowle Rd/Hall Rd - JHBT023, not on at night at all. Enquiry attend but needs more work - 28/1/15 141764 - Rectory Close, opp. No 4 - JRDC003 - on 24/7</p> <p>Portal items - work completed @ 2/2/15 17030162 - JKAS010 - Knowle Road next to notice board 133899 - opp 8 Nelson Road, JNAB008 134738 - o/s 7 Nelson Rd, JNAB010 134839 - School Lane, outside school playground 134840 - 1st light from junction with School Lane, JOBO001 135114 - 1st light on LHS in Rectory Close, JRDC001 136679 - Wouldham Rd, light on build out closest to Winchester House, JHBT001A. 138362 - outside 3A Hall Rd - JHBT024 138359 - Hall Road, Opposite Russet Homes cul-de-sac, JHBT025</p> <p>Outstanding actions:</p> <ul style="list-style-type: none"> Lights on build outs in Oldfield Drive. The Clerk emailed cllrs regarding the position of 2 of the lights in Oldfield Drive and had asked if WPC should consult the residents affected before contacting KCC to turn these back on? Agreed: No consultation required and Clerk to ask KCC to turn the lights back on plus a light near to the tramway area. <p><i>1 member of public left at 9.20pm.</i></p>	<p>Clerk</p>
<p>12.</p>	<p>HIGHWAYS AND VERGES The Chairman reported on an email from a resident regarding a sign being put on the roundabout in Oldfield Drive as people drive round this the wrong way and speed signs. Agreed: Clerk to put on the KCC portal</p>	<p>Clerk</p>

	<p>Outstanding Action:</p> <ul style="list-style-type: none"> Boundary Sign on Pilgrims Way. A design was circulated. Cllr Head advised that she was happy with the sizing but the KCC and TMBC logo need to be added, at a smaller size to the WPC logo. Agreed: Clerk to inform RBL. Village sign - Clerk requires the size of sign to progress this. Agreed: Cllr Head to provide this information to the clerk Village sign - still need to look into solar lighting. Flood Plan - Clerk still working on this. Email sent to Kent Fire & Rescue regarding assessing the village for access for fire appliances. Awaiting a response. Site meeting regarding issues in the High Street - Emailed Andy Bracey, TMBC re parking and he will attend a site meeting. Emailed Kris Rigg, KCC regarding a site meeting to look at restriction signs in the High Street and we are waiting for a response. <p>Portal Items reported this month/still outstanding:- 138368 - vegetation/tree branches to be cleared around street light JHBT025 in Hall Road - KCC have given Trenport 28 days to clear this. 16/1/15 17143720 - blocked drain/gully at 53-57 High Street - Contractor visited site in December and temporary repair has been made with a follow up assessment/work in January as the work required is more extensive - 19/12/14</p> <p>Portal items - work completed @ 3/2/15 - none <i>6 members of the public and the County Councillor left at 9.20 pm</i></p>	<p>Clerk Clerk/Cllr Head</p>
<p>13.</p>	<p>FOOTPATHS/PROW</p> <p>Outstanding Action</p> <ul style="list-style-type: none"> Blocked drain on old allotment footpath Agreed: Cllr Head will still look into this. Hill Road - cutting back of the side vegetation. WPC to organise a contractor and PROW has agreed to contribute some money to this. <p>Actioned</p> <ul style="list-style-type: none"> Tree reported to TMBC on open space by the river have been felled now by TMBC. Life rings on open space - one had been removed from its box and was on the grass over the railings. Reported to TMBC and they have instructed a contractor to put it back and repair the lock. Common Road - resurfacing work is scheduled for later this year by PROW Handrail on MR6 steps at the bottom. PROW has agreed to replace the handrail with post and rail. MR6 footpath - damage to the area known as the Black Robin, Resident has admitted causing the damage and has agreed to the PROW officer that they will reinstate the path. letters sent to RS Skip Hire and Wildfowlers regarding securing their boundaries against fly tipping Letter sent to Wildfowlers regarding dealing with the Japanese knotweed on their land. Alerted PROW officer to this as near steps on MR6. caravan dumped in Hill Rd, reported to TMBC who have confirmed that they are dealing with its removal. 	<p>Cllr Head Chairman</p>
<p>14.</p>	<p>ALLOTMENTS</p> <p>Actioned:</p> <ul style="list-style-type: none"> Cllr Fulwell reported that he had spoken to the Allotment Association regarding allowing bee keeping on the allotments. 	

<p>15.</p>	<p>WOULDHAM COMMON Cllr Head reported that there are stumps on the common that need burning. Agreed: to carry this out later on when the weather improves and combine with a litter pick.</p>	<p>All</p>
<p>16.</p>	<p>VILLAGE HALL 16.1 Existing Hall: Report from Chairman The Chairman advised that Jellybean Pre-School had requested a meeting with Parish Councillors. Agreed: to discuss further under closed session at the end of the meeting</p> <p>Outstanding Actions:</p> <ul style="list-style-type: none"> • new curtain track purchased and requires putting up • thresh hold on door from hall entrance to back area is rotten • drainage issue needs investigating at the rear of the hall. Clerk has written to neighbour as this may involve accessing the drain on their land. • kitchen cupboard door needs reinstating <p>Agreed: Chairman to carry out above work</p> <ul style="list-style-type: none"> • new standard village hall constitution under review with Village Hall Committee • standard occupational licence agreement for the pre-school under review with Village Hall Committee <p>Actioned:</p> <ul style="list-style-type: none"> • Broken glass removed from cabinet in the main hall. • Mouse droppings found in the main hall. Instructed Absolute Pest control to carry out treatment here. <p>16.2 Proposed New Hall: Report from Cllr Fulwell</p> <ul style="list-style-type: none"> • Race night set for 20/2/15 to fundraise. • might need to obtain a further quotation for the hall for lottery grant application. <p><i>2 members of the public left at 9.35pm</i></p>	<p>Chairman</p>
<p>17.</p>	<p>RECREATION GROUND 17.1 Agree further action on the abandoned boat The owner had not come forward and no bids had been received following the sealed bid auction. 1 person has approached the clerk and is willingly to take the boat away. Agreed: Clerk to inform this person he can remove the boat.</p> <p>17.2 Consideration to letter received from Shayler's Showtime Amusements Discussion took place on the pros and cons of this type of event. Agreed: All cllrs agreed that Wouldham recreation ground was not suitable for this type of event and the Clerk would write to Shayler's Showtime Amusements to advise them of this.</p> <p>Outstanding Actions:</p> <ul style="list-style-type: none"> • organise play equipment repairs • look at prices/grants for new seesaw. • filling of car park potholes and entrance into the recreation ground from Oldfield Drive • Investigation into an independent contractor to take away plastic for recycling. • investigate removal of the tree on the BMX track. <p>Actioned:</p> <ul style="list-style-type: none"> • full recycling bins reported to TMBC and clothing company and both were emptied. • Missing bin lid from grey bin in the recycling area reported to TMBC. A new lid has been ordered. <p><i>2 Members of the public and both Borough Councillors left at 9.40pm</i></p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr Fulwell /Clerk Chairman</p> <p>Clerk Cllr Head</p>
<p>18.</p>	<p>ADMINISTRATIVE AND FINANCE MATTERS 18.1 Approval of accounts for payment Financial Statement – January 2015: This had been circulated to councillors prior to the meeting.</p>	

	<p>Bank Position as at 25/01/15 Current Account £100.00 Reserve Account £26,877.51 Building Society £10,310.53 Parish Council cheques signed</p> <table border="1"> <tr> <td>2965</td> <td>S. Eggesden</td> <td>Salary, O/T, Expenses - Jan 15</td> <td></td> </tr> <tr> <td>2966</td> <td>F. Rance</td> <td>Salary - Jan 15</td> <td></td> </tr> <tr> <td>2967</td> <td>E.ON</td> <td>Unmetered street lighting</td> <td>18.62</td> </tr> <tr> <td>2968</td> <td>R.Dalton Plumbing</td> <td>Final instalment. VH Heating</td> <td>636.00</td> </tr> </table> <p>Income received</p> <table border="1"> <tr> <td>31/12/14</td> <td>Natwest</td> <td>Interest</td> <td>1.51</td> </tr> <tr> <td>9/1/15</td> <td>Cash</td> <td>Wouldham Calendar - repayment</td> <td>350.00</td> </tr> </table> <p>Village Hall cheques for signing</p> <table border="1"> <tr> <td>100811</td> <td>Maid 4 cleaning</td> <td>Cleaning - Jan 15</td> <td>155.00</td> </tr> <tr> <td>100812</td> <td>Southern Water</td> <td>Water Bill</td> <td>120.13</td> </tr> <tr> <td>100813</td> <td>EDF Energy</td> <td>Electricity Bill</td> <td>288.25</td> </tr> <tr> <td>100814</td> <td>Clair Taylor</td> <td>Hire deposit returned</td> <td>50.00</td> </tr> <tr> <td>100815</td> <td>Sarah Eggesden</td> <td>Reimbursement - bin bags/curtain Track</td> <td>17.35</td> </tr> </table> <p>18.2 Items for the Church Newsletter: Agreed: Clerk to include the following for the March edition due in by 10/2/15:-</p> <ul style="list-style-type: none"> • driving correctly around Oldfield Drive roundabout. • considerate parking when picking children up from school • precept band D - 0.21% increase • KCC LED street lights to be phased in from late 2015. <p>18.3 Agree Parish Meeting and AGM dates for May 2015 Agreed: to hold the AGM and Parish meeting on 19th May 2015.</p>	2965	S. Eggesden	Salary, O/T, Expenses - Jan 15		2966	F. Rance	Salary - Jan 15		2967	E.ON	Unmetered street lighting	18.62	2968	R.Dalton Plumbing	Final instalment. VH Heating	636.00	31/12/14	Natwest	Interest	1.51	9/1/15	Cash	Wouldham Calendar - repayment	350.00	100811	Maid 4 cleaning	Cleaning - Jan 15	155.00	100812	Southern Water	Water Bill	120.13	100813	EDF Energy	Electricity Bill	288.25	100814	Clair Taylor	Hire deposit returned	50.00	100815	Sarah Eggesden	Reimbursement - bin bags/curtain Track	17.35	<p>Clerk</p>
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<p>19.</p>	<p>CORRESPONDENCE LIST The list of correspondence received and letters sent during the last month had been circulated to all councillors prior to the meeting (not including emails):- List of Correspondence received in January 2015</p> <ol style="list-style-type: none"> 1. Invite to Chair or Vice to the Lord Lieutenant annual Civic Service at Rochester Cathedral on 10/3/15. 2. TMBC - Letter seeking financial support from Parish and town councils for the Y2 crew scheme summer scheme. 3. Baxi Boiler registration confirmation for Wouldham Village Hall 4. TMBC - Open Space Assessment 5. Clerks and Councils Direct - January 2015 issue 6. TMBC - Guidance for Parish Clerks on the forthcoming elections. (emailed to cllrs - 26.1.15) 7. Letter from Shayler's Showtime Amusements requesting use of the recreation ground in the summer for an event. 8. P&P Signs - information leaflet for a sign business based in Marden 9. 4 x CDs - Peters Pit phase 1 reserved matters planning documents 10. KCC - Form received for the consultation on the future of Stansted Church of England Primary School, proposal to discontinue - deadline 6/3/15 11. London Paramount Entertainment Resort - Invitation to participate in workshop events 12. Email from B&W Church Secretary regarding missing names from the remembrance service 13. Email from resident raising concerns regarding the Medway inn. 																																													

	<p>Letters sent during January 2015</p> <ol style="list-style-type: none"> 1. Letter to JB Westwood regarding grounds maintenance contract quotation for 2015. 2. Letter to Wouldham & Burham Church with a cheque for the parish magazine. 3. Letter to RS Skip Hire regarding securing their land against fly tipping 4. Letter to Wildfowlers regarding securing their land against fly tipping and removal of Japanese knotweed. 5. Letter to resident at 13 High Street regarding access to the rear of Wouldham Village Hall to investigate a drainage issue. <p>An email had been received from a resident regarding concerns with the Medway Inn. WPC had contacted the Police who advised that the disturbance reported last weekend was not a Police matter.</p> <p>Agreed: Clerk to inform the resident that WPC will monitor the situation and refer the resident to TMBC for concerns with noise, odour and loss of parking.</p>	Clerk
20.	<p>DATE OF THE NEXT MEETING The next Parish Council meeting will be held on Tuesday 3rd March 2015 starting at 7.30pm.</p>	
21.	<p>QUESTIONS FROM COUNCILLORS, CHAIRMAN AND CLERK/FUTURE AGENDA ITEMS None.</p> <p>The meeting moved into closed session at 9.55pm.</p>	