

MINUTES OF WOULDHAM PARISH COUNCIL MEETING

TUESDAY 6th January, 2026 AT 7.30PM

WOULDHAM VILLAGE HALL

Present: Cllr Miles, Cllr Collier-Ward, Cllr Church, BCllr Davis and BCllr Dalton
 T. Miles (Clerk/RFO) **2** Members of Public

1.	APOLOGIES: Cllr Marr, Cllr Yard	ACTION
2.	MINUTES OF PARISH COUNCIL MEETING The minutes of the Parish Council meeting held on 2 nd December 2025 were proposed by Cllr Collier-Ward and seconded by Cllr Timothy . The minutes were duly signed by the Chair	
3.	MATTERS ARISING FROM MINUTES - None	
4.	DECLARATIONS OF INTEREST - None -	
5.	EXTERNAL REPORTS Borough Council: Received and published on our website. BCllr Davis advised that 111 people had responded to the Local Plan consultation which was excellent. He would be interested to know if the Parish would accept the Plan if the 40 properties were still included. He feels that to have a Plan in place gives greater protection against ad hoc building. Clerk noted that similar assurances were made when Peters Village was developed. Residents were told that if they accepted the development, it would protect the area from further building, clearly this has not been the case. Cllr Miles felt that, before any decision could be made on whether to accept the plan, the inaccurate tiering needs to be addressed. BCllr Davis advised that the Parish Infrastructure plan needs to kept up to date. Clerk confirmed that it is currently in place and the review date is June each year. Clerk to send 2015 traffic surveys to BCllr Davis for further analysis.	Clerk
	BCllr Dalton asked if we had received a letter from the MP promoting house building. Clerk advised that she had received nothing. BCllr Dalton will forward a copy. BCllr Dalton also noted that members should be aware that in West Malling, a field was brought and an application to site mobile caravans on it was submitted. Originally refused, it was overturned by the Planning Inspector at appeal, which was in reality then given temporary permission. However it's possible that when that permission expires, the land, which was greenbelt, could be reclassified as grey belt land.	RD
	BCllr Dalton advised that he had arranged for an 11 ton 8 wheeler lorry full of compost to be delivered to the allotments, provisionally on 2/3/26. Ashley C (Chair of the Allotment Association) passed her contact details to BCllr Dalton in order to liaise directly. The cost for delivery will be £85 (plus VAT) which the Parish Council will cover and recharge some back to the Association.	RD
6.	Community Safety	
6.1	Police: Clerk reported that she had received an update from PC Cole for December which identified that he had dealt with 1 ASB issue, 2 thefts and 1 criminal damage issues. Whilst they still attend the No Entry, this is not a sustainable use of time.	
6.2	Neighbourhood Watch: Worrall Drive 3-4/1/26 Somebody stole a white Nissan Qashqai, AP65*** from the road Crime Report No. 46/1734/26 Waterman Way - 4/12 Somebody stole a recently delivered parcel from a communal area in flats. <i>Crime Report No. 46/214256/25</i> Brooker Close 11/12 Somebody stole a recently delivered parcel from a doorstep. <i>Crime Report No. 46/21254</i> . Tramway - 20/12 - Somebody damaged the windows of a Mini Clubman parked in the road. <i>Crime Report No. 46/217944/25</i> BCllr Dalton noted that, at the next PPP meeting on 6/3, the Inspector will be in attendance. So it would be a good opportunity to raise any issues. Cllr Collier-Ward will attend	CCW
6.3	Speedwatch: Nothing to report.	

Signed _____

Date _____

7.	<p>Administrative and Finance</p> <p>Authorisation of payment request. Cllrs Collier-Ward, Church and Timothy signed the request.</p> <p>Internal Audit - Clerk advised that she is trying to get the internal audit booked in January to ensure that anything missing can be addressed by the end of the financial year.</p> <p>Financial Services Compensation Scheme: Clerk advised that the limit has now been raised to 120k. This effectively means that there is now no need for an additional bank account as, between our 2 accounts, we can remain under this limit. All agreed to just keep the 2 accounts.</p>	
8.1	<p>Planning</p> <p>Planning applications considered or commented upon by the Planning: NONE</p> <p>Planning applications refused/withdrawn: NONE</p> <p>Planning Consent Issued: NONE</p> <p>Planning applications refused/withdrawn: NONE</p> <p>Other Planning Issues:</p>	
9	<p>Roads, Footpaths & Lighting (RFL)</p> <p>9.1 Cllr Collier-Ward reported on actions during December (published on our website). In addition, she noted that the potholes along Woudham Road have only been done to the borough boundary. There are still a lot of complaints about the dangers in the Medway section near Gores Farm. As well as the PC reporting it as a safety issue, many residents have also reported it, but no action seems to be forthcoming.</p> <p>9.2 Cllr Miles has reported fly tipping again on Hill Road.</p> <p>9.3 Cllr Collier-Ward felt that signage to allow horses and bikes through the No Entry is being even more abused than the original signage as people use the excuse that they don't know what it means. Clerk advised that she had asked for the sign to be changed and will chase. Cllr Church reported that, when speaking to a lorry driver, he was told that if the no entry sign was there, they would not drive through, but wouldn't take any notice of the current signage..</p> <p>9.4 Cllr Collier-Ward proposed to install a temporary camera at a cost of £1250 + VAT, seconded by Cll Church. All agreed</p> <p>9.5 Cllr Timothy reported that the High Street is looking unkept and unwelcoming. Particularly the fridges which have been left at the end of Hall Road and a few front gardens which are overgrown or filled with rubbish. Clerk to report the fridges as fly tipping and add a request to tidy gardens in the next parish magazine.</p>	Clerk
10	<p>Open Spaces (OS)</p> <p>Updates: Cllr Miles reported on actions during December (published on our website)</p> <p>Common: Quad bikes and motor bikes have wrecked the land and tables at the picnic area. There is a reluctance to spend any money improving the area if it is not going to be respected. Cllr Miles noted that the Woodland Trust are due to conduct a survey during January, so may be able to help identify a way forward.</p> <p>Recreation Ground. Cllr Miles advised that the Solicitor needs additional councillors for identity verification. Clerk to forward details of Cllrs Collier-Ward and Church who will complete the documentation. Cllr Miles also noted that although it had been agreed to seek legal intervention, a specific Solicitor had not been recorded. Therefore, she proposed continuing with Sefords Legal Services, seconded Cllr Timothy - Agreed</p> <p>Cllr Miles thanked Ashley for planting the bulbs and tidying the roundals. She also reported that the new goals are due to be installed when the weather is slightly warmer. Cllr Miles advised that Cllr Yard had reported that 3 large children from the Medway School had been abusing the zip line and seemed to have a lack of appropriate supervision. She asked that this is included in the next agenda so that a formal letter can be sent to the school and/or Governors/Ofsted</p> <p>Allotments: The Chair of the Allotment Association advised that there is going to be a seed swap on 1st March 2 -4pm in the Village Hall and that the AGM is booked 29th March. She also advised that the first plot has now been taken with the knowledge that a pathway will be installed so we can look at getting funding to expand the allotment area into the previously landlocked triangle.</p>	Clerk

Signed _____

Date _____

11.	Village Hall: 11.1 Cllr Miles reported that new fire alarms had been installed as the previous ones were over 10 years old. She is also aware that more on-off bookings are being taken from residents in Peters Village which could be because the Community Centre is too expensive. 11.2 Cllr Church has contacted builder who will quote for the revamp works to the front of the building. Cllr Miles will re-draw the plans and circulate to be used as a gauge for the quotes. Cllr Timothy suggested that we could get the quotes to include creating the base for a new menshed done the same time as the front which could save money later. 11.3 Purchasing of new tables. It was agreed that as we have only just taken over, this should be left for time being to see how much income is generated.	JM
12.	Health & Safety/Risk Management 12.1 Defibrillators: All have been checked and The Circuit updated. Clerk to give Cllr Church code for him to check the one in the High Street 12.2 Lifebuoys: All the PC's lifebuoys along the Esplanade in Peters Village checked weekly by Trenport and monthly by the Parish Council. 12.3 Recreation Ground: replacement 'weight limit' signs to be put onto the zip line as they keep being taken off. 12.4 Village Hall: Nothing to report	Clerk
13.	Members of the Public 13.1 MOP1: Asked BCllr Davis about the road being gritted as he had previously stated that all bus routes would be gritted and this does not seem to be happening. BCllr Davis advised that this is KCC's responsibility. MOP 1 also suggested that the Speedwatch Team could monitor and report speeding vehicles coming through the No Entry from the Church end of the village. In addition, she noted that the footpath behind the Village Green is covered with leaves, is very dark in the evenings and 2 people have fallen over - Clerk to investigate ownership and report. Finally, she has reported fly tipping in Nelson Road where a truck dumped rubbish in the road. This was moved to the side of the road, but unfortunately no details of the vehicle were obtained. 13.2 MOP2: Asked if she could have a key to the new notice board - Clerk to get another noticeboard key cut.	Clerk
14.	General Village Business 14.1 Items for the Newsletter: Clerk advised that the next deadline will be 13 th January for the February one. Cllr Timothy asked for messy gardens to be included and BCllr Davis asked that feedback on the Local Plan responses be added. 14.2 Other Meetings: Cllr Collier-Ward will attend the next PPP meeting to note rural issues along Hill Road and criminal damage to the Common. Local Plan: Cllr Miles noted that the consultation meeting held by TMBC had been very well attended with some very good points coming forward. Hopefully, we will be listened to as the Local Plan comes progresses	ALL CCW
15.	General Correspondence: None	
16.	DATE OF NEXT MEETING: Tuesday 3rd MARCH, 2026 - NO MEETING IN FEBRUARY. Meeting at 7.30pm at the Village Hall	
17.	QUESTIONS FROM COUNCILLORS, CHAIRPERSON AND CLERK: To be passed to Clerk 7 days before the next meeting	
18.	Meeting Closed: 8.50pm	