

POST BOX LICENCE LETTER



**ROYAL MAIL STREET FURNITURE INSTALLATION
At privately owned site. (Not public highway)**

Thomas Crosby
Royal Mail Group Limited
c/o Livemore Partnership
74-76 Broadway
Leigh-on-Sea
Essex
SS9 1AE

Village Road
St. Peters Village
Wouldham
Rochester
Kent
ME1 3GD

*COPY
ABRAHAM
15/11/19*

31st October 2019

To Whom It May Concern

**RE: WO No. ROYAL MAIL POST BOX INSTALLATION AT VILLAGE ROAD, ST.
PETERS VILLAGE, WOULDHAM, ROCHESTER, KENT ME1 3GD**

I record below the terms which are acceptable to Royal Mail Group Limited (Royal Mail) for the installation and retention of a new Post Box on your company's property.

1. The Post Box shall be of the Royal Mail freestanding type. It will be sited at Village Road, St. Peters Village, Wouldham, Rochester, Kent ME1 3GD in the position approximately shown on the photo annexed to this letter.
2. No payment or licence fee shall be due from Royal Mail in respect of the continued retention of the Post Box on your company's land.
3. The installation of a Royal Mail Post Box shall be carried out by Royal Mail at its own cost, in a proper and workmanlike manner and according to the Method Statement annexed to this letter.
4. This agreement for the retention of the Post Box may be terminated by either party giving to the other not less than three months' written notice. Should Royal Mail cease to use the Post Box, or should it be damaged beyond repair, then either party may terminate this agreement forthwith.



- 5. On termination of the agreement for the retention of the Post Box, Royal Mail shall forthwith remove the same and make good the site to your company's reasonable satisfaction.
- 6. Royal Mail will indemnify your company against any claims or demands whatsoever arising, out of the installation of the Post Box, its condition, state of repair or use by the general public, up to the sum of One Thousand Pounds (£1,000.00)
- 7. Royal Mail will keep the Post Box in good condition and will repaint the same as and when it may be necessary.

Finally, I acknowledge that Royal Mail Group Limited will not be entitled to any legal or other rights in the site of the Post Box other than a bare licence, which may be terminated in the manner specified above.

I would be obliged if you could kindly confirm your agreement to the above terms by returning this letter duly signed.

Yours Sincerely

For and on behalf of Royal Mail Group Limited

Signature (Royal Mail only):.....

For Licensor:
 [For and on behalf of WOULDHAM PARISH COUNCIL]

Signature ABAZEL Date: 15/11/ 2019

Contact number.....

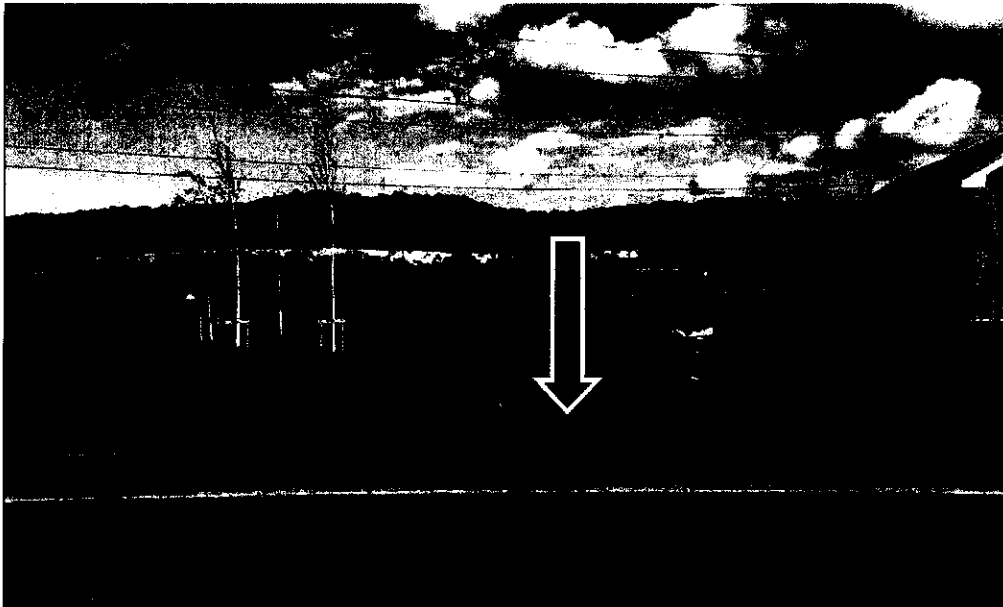
(If you have the facility, please print and sign the document, then scan and email all pages of the consent back in PDF format to post.box@livemore.co.uk or alternatively print off and sign and post to the address provided at the top of this letter)

METHOD STATEMENT:

Royal Mail Group will arrange through their in-house engineering team for the installation of the Post Box as outlined in the works below:

Post Box Installation

- On arrival to site, liaise with property owner for access and safe working area
- Scan to identify existing services
- Excavate up to 800mm x 800mm area
- Install Post Box using lorry mounted crane if required
- Make good the ground
- Surface to match existing
- All works to be carried out in line with P&FS Ltd Risk Assessment and Safe Working Policies and Procedures



December '19

Wouldham Parish Council

Community Warden Report

Here is a brief flavour since the last Parish Council meeting: -

Firstly, I would like to say a "Thank you" to our now previous Chair Jenny Head for all her support and assistance to me both professionally through my role and personally. I will now look forward to working with our new Chair Eddie Bell and Jenny as our Vice Chair, Nicky and all of the other Parish Councillors.

- Continue to support as many clubs within the village as possible, giving safety advice & scam prevention advice
- Carry out high visibility when I have the opportunity
- My colleague & I assisted Wouldham All Saints School on their firework night
- Assist Wouldham School breakfast & afterschool clubs when I can
- Supported Wouldham School - Christmas Fair
- Assisted Wouldham School – Advent Celebration Day
- Parking complaints around the school, we would ask residents to be mindful of their surroundings, other drivers & to park sensibly
- Reported fly tipping
- This week I have made aware of a "Pony & trap" going along 'New Court Road' with no lights – If anybody witnesses this can they please ring into Kent Police on 101 or 999 if the driving of the trap is dangerous to those on the trap &/ other road users
- ASB/Criminal damage

- Completed training days.
- I have had some annual leave during this time.

Information was given from "**KCC Consumer Alerts, Kent residents warned over bogus Police calls**", which can be found via the 'KCC Consumer Alerts' link below.

Residents can sign up for "**Consumer Alerts**" to find out and get Alerts on scams, doorstep criminals & doorstep sellers from 'KCC Trading Standards'

<https://www.kent.gov.uk/business/trading-standards/consumer-protection/consumer-alerts>

Residents can educate themselves on **“How to Spot the Signs of Financial Abuse”** on **‘Kent County Council, Public Protection Kent, You Tube channel’**.

Spot the Signs of Financial Abuse

Doorstep crime is financial abuse and ruins lives. Criminals prey on elderly and vulnerable by gaining their trust and convincing them that urgent and usually unnecessary work needs to be carried out. Large amounts of money are then defrauded from the victim.

How to Spot the Signs

Financial abuse is a serious crime. We need your help to report financial abuse before the victim loses large sums of money.

Watch the video to see how victims are targeted and then read about how to spot the signs below the video.

https://www.youtube.com/watch?v=qYvsuynSJQs&feature=emb_title

VILLAGE HALL FINANCES
REPORT FOR NOVEMBER 2019

MONEY IN 7473.91

MONEY OUT

Caretaker	2125.08	
Water	1198	
Electricity	1896	
Cleaning	373.33	
Zen	304	
Refund	150	
Grant	40	
PPL	142.2	
Insurance	99.31	
TMBC	230.28	
Planning	186	6789.14

BANK TOTAL 8325.34

WOULDHAM PROJECT 3697.21

**WOULDHAM PARISH COUNCIL
Highways Committee**

TERMS OF REFERENCE

Put to Wouldham Parish Council on December 3rd 2019

1. MEMBERSHIP

- 1.1 The Committee shall consist of **3** Parish Councillors, who shall be elected each year at the Annual Meeting of the Parish Council.
- 1.2 Existing Committee members are eligible for re-election.
- 1.3 The Committee may, at its discretion, invite non- Councillors whose expertise and knowledge will be beneficial to Committee deliberations.

2. MEETINGS

- 2.1 During each Parish Council meeting the Highways Committee will report on any communications they have had with any outside bodies (KCC, TMBC etc.) or any outside persons on local Highways matters.
- 2.2 If a decision needs to be made at a meeting, then a report should be produced before this meeting.
- 2.3 All decisions of the committee shall be determined by a majority vote at the Parish Meeting. The Chair has the casting vote when there are equal numbers of votes.

3. REMIT OF THE HIGHWAYS COMMITTEE

- 3.1 The Committee has delegated powers from the full council to comment on communications from KCC or TMBC.
- 3.2 All Wouldham Parish Council members are notified of these comments prior to the meeting.
- 3.3 All Committee decisions will be recorded in the Parish Council Minutes.

REPORT TO WOULDHAM PARISH COUNCIL 3rd DECEMBER 2019

**By the Tonbridge and Malling Borough Councillors for
Burham and Wouldham Ward
Councillors Dave Davis and Roger Dalton**

MR10 PROW UPDATE

1. MR10 has been a long standing but complex problem involving both KCC PROW and KCC Highways. We along with Peter Homewood have kept the pressure on these two organisations and at long last MR10 has been bought up to the standard of a rural Bridle Way passable in all weathers which is what it should be. To do this KCC Highways should have started work on 28th November on the junction of Burham Court Road and New Court Road to enable HGVs to turn left easily at the junction when exiting from Burham Court Road.

FIREWORKS COMPLAINTS

2. Fireworks are a great pleasure to many but they cause considerable distress to pets and their owners.
3. There is a campaign by the RSPCA that some residents have alerted us to and asked us to support in changing TMBC policy on the sale and control of fireworks. We have sought advice from our officers on this and their response is:

"The Firework Regulations 2004 already provides a number of controls similar to those sought as to the sale and use of fireworks by the General Public, including the type of firework, the dates on which they can be sold and the times at which they can be set off. The Enforcement of these regulations is primarily split between Trading Standards and the Police. Whilst the Borough Council does not have a remit under the 2004 Regulations, we can consider noise from individual firework displays in respect of a potential Statutory Noise Nuisance under the Environmental Protection Act 1990, however this only stretches to their nuisance value to humans and not animals."

4. We hope this makes TMBC's position clear.

WINTER SERVICE PLAN

5. At the JTB the Winter Road Servicing Plan was announced. All Wouldham "main" roads are down for clearance and gritting except School Lane and Hall Road. Note Hall Road is a problem for gritters because of humps. Details can be viewed at:

<https://www.kent.gov.uk/roads-and-travel/what-we-look-after/winter-service/road-salting-and-snow-clearance#tab-1>

KCC NEW CABINET

6. At the Parish Partnership Panel the New KCC Cabinet was announced which members noted as:
 - a. - Roger Gough Leader
 - b. - Peter Oakford Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services
 - c. - Clair Bell Cabinet Member for Adult Social Care and Public Health
 - d. - Susan Carey Cabinet Member for Environment

- e. - Sue Chandler Cabinet Member for Integrated Children's Services
- f. - Mike Hill Cabinet Member for Community & Regulatory Services
- g. - Richard Long Cabinet Member for Education and Skills
- h. - Michael Payne Cabinet Member for Highways and Transport
- i. - Shellina Prendergast Cabinet Member for Communications, Engagement and People
- j. - Mike Whiting Cabinet Member for Economic Development