

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH  
COUNCIL HELD ON TUESDAY 26<sup>th</sup> APRIL 2016 AT 7.30pm IN THE COMMITTEE ROOM  
AT WOODNESBOROUGH VILLAGE HALL**

**Present: -**Councillors            D Woodward (Chair) L Butcher     D Smith     P Charlesworth  
   G Boorman                             S Hoskins     B Baker  
   D Ford

Sarah Wells Clerk to the Parish Council     1 Member of the Public

**1) APOLOGIES**

Cllr A Boniface. Dist Cllrs M J Holloway, p Carter and B Butcher

**2) DECLARATION OF INTERESTS**

Cllr Baker declared a significant other interest in any issues relating to the Church as a member of the PCC.

Cllr Butcher declared a significant other interest in the proposals for the future ownership and management of the New Village Hall as she is a trustee of Woodnesborough Community Hall Charity.

Cllr Charlesworth declared a significant other interest in the proposals for the future ownership and management of the New Village Hall as he is a trustee of Woodnesborough Community Hall Charity.

**3) MINUTES OF LAST MEETING**

RESOLVED the minutes of the Ordinary meeting of the Parish Council held on 22<sup>nd</sup> March be duly signed by the Chairman as a true and correct record of the meeting with a minor amendment to the page numbering.

**4) ACTIONS OF THE LAST MEETING**

**Forthcoming Events**

**Council Events**

*Annual Parish Meeting* – The Clerk had printed the Annual Meeting agenda's.     **Action Discharged**

*Queens Birthday Beacon Lighting* – All documentation had been put in place and the event had been well attended by about 30 members of the public. Thanks to Cllr Hoskins for providing the refreshments and for Cllr Baker for running the BBQ. Also to Cllr Smith for lighting the Beacon.

**Action Discharged**

**New Village Hall**

*Village Hall Insurance* – The Insurance had been paid.

**Action Discharged**

*Phone Line* – The order had been placed.

**Action Discharged**

*Opening Ceremony* – The invitations had been ordered and distributed.

**Action Discharged**

**Finance**

*ACRK Membership Renewal* – Membership had been paid.

**Action Discharged**

**5) PLANNING****a) To consider and comment on planning applications submitted for consultation by DDC.****i. DOV/16/00351****Proposal:** Yew Tree – remove lower limb and reduce lawnside landry by 40% and reshape crown**Location:** Caledon, The Street, Woodnesborough

RESOLVED no objections should be raised to this application.

**ii. DOV/16/00357****Proposed:** Reserved matters application for a residential dwelling (plot 9) for alterations to garage, dwelling, access and re-position on the plot pursuant to outline permission DOV/12/460 ( (A) Full application for change of use and conversion of two engine sheds to six live/work units and B) Outline application for the erection of nineteen dwellings, 2352m<sup>2</sup> of B1(c) accommodation, construction of vehicular access, associated car parking and landscaping (existing buildings/structures to be demolished)**Location:** Plot 9 Hammill Brickworks, Hammill Road, Woodnesborough, CT13 0PR

RESOLVED no objections should be raised to this application.

**iii. DOV/16/00295****Proposal:** Outline application for the erection of a detached dwelling, detached garage and new vehicular access**Location:** Fairways, Beacon Lane, Woodnesborough, CT13 0PA

RESOLVED no objections in principle, however the members have concerns about the proximity of the proposed garage to the boundary of the property.

**b) To note planning decisions**

- i. DOV/15/01239 – Granted planning permission – The Old Farm House, Hammill Rd, Woodnesborough – Erection of a detached dwelling and garage including log bin.

Noted by the members.

**c) To consider and comment on planning correspondence**

None received.

**d) To consider and comment on planning consultation documents**

None received

**6) REPORTS**

To receive written or verbal reports from:-

- a) Dist Cllr
- b) Councillor Reports

None received.

**7) FORTHCOMING EVENTS**

To discuss and agree action relating to upcoming events.

**a) Council Events**

- i) Annual Parish Meeting

Cllr Baker to buy the food and get them to Mrs Boorman to be put out at the meeting. Cllr Woodward to buy the drinks.

**Action Cllr Baker and Woodward**

**b) Outside Events**

i) KALC - Health and safety level accreditation training – 16 June, Lenham  
Cllr Smith to attend.

ii) Dover Area KALC AGM – Wed 27<sup>th</sup> April 7.15pm – Phoenix Centre, Sandwich  
Noted by the members

iii) Queens 90<sup>th</sup> Birthday and celebrations 12<sup>th</sup> June 2016

After some discussion it was agreed that no action should be taken as other members of the community were arranging parties.

**8) CORRESPONDENCE**

To discuss and agree action relating to correspondence received by the Council.

**a) Consultation Documents**

None received.

**b) Newsletters and Circulars**

i) Parish News

Noted.

**c) Other**

i) Neighbourhood Forums Meeting Representative

None of the members wished to take on this role.

ii) DDC Call for Brownfield Sites – By 6<sup>th</sup> May 2016

No sites were identified in the Parish.

iii) Sandwich Spots & Leisure Centre trust– DDC draft indoor sports facility strategy

The members supported the comments made by Sandwich Spots & Leisure Centre trust.

**9) HIGHWAYS**

To discuss and agree actions relating to highways issues

**10) NEW VILLAGE HALL**

To discuss and agree actions relating to the New Community Hall

a) Progress of new Hall

Cllr Hoskins gave an update on the all project, which is nearing completion. He informed the members that when he joined the Council he aim was to get a New Village Hall, as this project was nearing its end he had decided to retire from the Council. Cllr Hoskins is happy to continue with the tasks in hand if the Council wish him to do so.

The Chairman thanked Cllr Hoskins for all his hard work.

RESOLVED Cllr Hoskins to remain on the Village Hall working party until the project was signed off.

There are some minor issues that need dealing with before the hall can be handed over as complete.

RESOLVED the parish Council would pay for the following, Carpark Marking, Signage to the Hall and measures to reduce the levels of echo in the atrium and main hall.

The Clerk to investigate carpark marking companies.

**Action Sarah Wells**

The Clerk to investigate companies that may be able to help with the echo problems.

**Action Sarah Wells**

- b) Email ref meeting with local residents

Noted by the members.

- c) Letter ref hall facilities and signage

The matters raised in the letter are being dealt with, the Clerk to respond.

**Action Sarah Wells**

- d) Email from KHS ref Signage

The Clerk to contact the developer for permission to install a sign and get quotes for the provision of signs.

**Action Sarah Wells**

- e) Grass Mowing

The grass is in need of cutting. The Clerk to obtain a quote for a one of cut and for regular cuts for the rest of the season.

**Action Sarah Wells**

## 11) FINANCE

To discuss and agree actions relating to the Council Finances

- a) KALC Membership Renewal - £301.94

RESOLVED KALC membership should be renewed.

**Action Sarah Wells**

- b) Parish Council Insurance renewal

RESOLVED Parish Council insurance should be renewed with Zurich.

**Action Sarah Wells**

- c) Change of T&C Unity Trust Bank – No longer paying interest on Current account and Introducing a £6.00 month fee

RESOLVED the account should be kept and the fees paid.

## 12) PAYMENTS

Resolved the following payment should be made.

### Running Costs – Unity Trust Account

a) £362.33 KALC Membership	300005
b) £115.20 Environmental Engineer 28/3 to 30/4	BACS
c) £207.05 Clerks Salary Apr	BACS
d) £57.75 KCC Pension Contributions	BACS
e) £80.40 H M Rev and Customs Apr 2016	BACS
f) £182.25 Clerks Expenses and reimbursements Oct 2015 to Mar 2016	BACS
g) £377.50 Zurich – Parish Council	BACS

### Village Hall Payments - NatWest Account

a) £280.80 KCC Legal Fees Mar	1511
b) £17,000 S H Plant – Car Park tarmac	1512

## 13) DATE OF NEXT MEETING

To confirm the next meeting of the Parish Council

### Scheduled dates

10 <sup>th</sup> May 2016 Annual Parish Meeting	24 <sup>th</sup> May 2016	28 <sup>th</sup> Jun 2016
26 <sup>th</sup> Jul 2016	7 <sup>th</sup> Sept 2016	25 <sup>th</sup> Oct 2016
		6 <sup>th</sup> Dec 2016