

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH  
COUNCIL HELD ON TUESDAY 23<sup>rd</sup> APRIL 2013 AT 7.30pm AT WOODNESBOROUGH  
VILLAGE HALL**

**Present:** -Councillors      B Baker      G Hall      K Ellen      D Woodward (Chair)  
   D Ford      G Boorman      S Hoskins      P Charlesworth

Sarah Wells Clerk to the Parish Council

Dist Cllr Pip Russell

### **1. APOLOGIES**

Cllr A Boniface and PCSO Ian Norton

### **2. DECLARATION OF INTERESTS**

- a) Cllr Baker declared a significant interest in the proposed housing development and new Village Hall as the lead member of the Woodnesborough Players. Also any matters concerning the Church, as she is a Church Warden.
- b) Cllr Boorman in the housing development and new Village Hall as he lives on the opposite side of the field which is proposed for the Village Hall.

### **3. POLICE REPORT**

PCSO Ian Norton had provided a written report for the Annual Parish meeting on the 16<sup>th</sup> April, there had been no change since then.

### **4. MINUTES OF LAST MEETING**

RESOLVED with one slight amendment that the minutes of the Ordinary Meeting of the Parish Council held on 26<sup>th</sup> March 2013, be duly signed by the Chairman as a true and correct record of the meeting

RESOLVED with one slight amendment that the minutes of the Annual Parish meeting held on 16<sup>th</sup> April 2013, be duly signed by the Chairman as a true and correct record of the meeting

### **5. ACTIONS FROM THE LAST MEETING**

#### **Police Report**

It was agreed that Cllr Hall would contact the local police officer to ask that more detail be given in future reports. **Action Cllr Hall Ongoing**

#### **Annual Meeting**

Refreshments – Completed.

**Action Discharged**

#### **Correspondence**

*KALC - Community Awards Scheme* – To be discussed later in the meeting.

**Action Discharged**

#### **Highways**

*Drainage Melville Lea and The Street* – The Clerk had contacted KHS and they had agreed to come and inspect the drainage system. **Action Discharged**

### **6. PLANNING**

No planning matters to discuss

### **7. VILLAGE GREEN**

It was reported that motor bikes had been seen on the Village Green.

**8. VILLAGE HALL**

The Clerk reported that a sunken drain by the emergency exit gate to the road was a trip hazard. After inspection of the problem it was agreed that Cllr Boorman would make the drain safe.

**Action Cllr Boorman**

Cllr Baker reported a problem with car permanently parked in the Village Hall car park. It was agreed that Cllr Woodward would speak to the homeowner.

**Action Cllr Woodward**

**9. REPORTS**

To receive written or verbal reports from:-

**a) Dist Cllr**

Cllr Russell gave a report including details on the collective switching initiative and a new company at the Discovery Park.

**b) Cllr Reports**

None received.

**10. FORTHCOMING EVENTS**

To discuss and agree action relating to upcoming events.

**a) Council Events**

Nothing to discuss.

**b) Outside Events**

- i) RES Presentation – Proposed single-turbine wind development –  
Eastry Village Hall - 11am to 12pm Wed 24<sup>th</sup> April 2013

Noted by the members.

**11. CORRESPONDENCE**

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

**a) Correspondence needing a response/Action**

None received.

**b) Consultation Documents**

- i) Worth Pre-submission Neighbourhood Development Plan Consultation – By 22-5-13
- ii) Sandwich TC – Sandwich Neighbourhood Area – By 23-5-13
- iii) DDC – Statement of Principles Gambling Act 2005 - 2013-2016 Consultation

The above documents had been seen by the councillors. However, they did not wish to make any comment.

**c) Newsletters and Circulars**

- i) Rural News 128

Noted by the members.

**d) Other**

- i) DCLG – Survey review of Localism – By 10-5-13
- ii) The Kent Environment and Community Network – Environmental resource centre
- iii) Neighbourhood Planning Support
- iv) DDC – The Charity Inn, Woodnesborough – Listed as an Asset of Community Value

The above were discussed and noted by the members.

- v) KALC Community Awards Scheme

RESOLVED the Council take part in this scheme.

**Action Sarah Wells**

**12. HIGHWAYS**

To discuss and agree actions relating to highways issues

- a) KCC – Public Rights of Way Vegetation Clearance Contracts

Noted.

**13. FINANCE**

To discuss and agree actions relating to the Council Finances

**a) Invoices**

- i) £45.00 + VAT – Wicksteed – Village Green safety inspection  
ii) £428.97 – Parish Council Insurance

Noted.

- iii) £291.72 + VAT – KALC Membership renewal

RESOLVED KALC membership is renewed.

**b) Other**

- i) Year End Account 2012/13

RESOLVED year end accounts are adopted by the council.

- ii) Audit form for 2012/13 - accounts statement

RESOLVED Section 1, accounts statement of the audit form is signed by the Chairman.

- iii) Audit form for 2012/13 - annual governance statement

RESOLVED Section 2, annual governance statement for 2012/13 is signed by the Chairman.

- iv) Revised Budget for 2013/14

The revised budget for 2013/14 was discussed. The Clerk to print the final version for adoption at the next meeting.

**Action Sarah Wells**

**14. PAYMENTS**

RESOLVED unanimously that the following payments should be made. The proposition was made by Cllr Baker and seconded by Cllr Charlesworth.

		<b>Cheque No</b>
a) £199.71 Clerks Salary Apr 26 x 10.198	265.15	1308
Pension Contribution	<u>-15.64</u>	
	249.51 taxable Pay	
	<u>-49.80</u>	
	<b><u>199.71</u></b> Clerks Salary	
b) £49.80 H M Revenue and Customs		1309
c) £50.64 KCC LGPS		1310
Council Contribution	35.00	
Clerks Contribution	<u>15.64</u>	
	<b><u>50.64</u></b>	
d) £96.00 Environmental Engineer 1 <sup>st</sup> April to 28 <sup>th</sup> April 2013		1311
e) £35.00 Cllr Charlesworth – Travelling to Dragons Den funding event		1312
f) £54.00 Wicksteed Leisure Ltd		1313
g) £428.97 – Zurich Municipal		1314
h) £21.66 Annual meeting refreshments – refund Cllr Woodward		1315
i) £9.68 Annual meeting refreshments – refund Cllr Baker		1316
j) £350.06 KALC		1317

**15. DATE OF NEXT MEETING**

The next meeting of the Parish Council will be the Annual meeting on 28<sup>th</sup> May 2013.

**Scheduled dates**

25<sup>th</sup> June 2013      23<sup>rd</sup> July 2013      24<sup>th</sup> Sept 2013      22<sup>nd</sup> Oct 2013 10<sup>th</sup> Dec 2013

**16. NEW VILLAGE HALL**

To discuss and agree actions relating to the Proposed Housing Development and New Village Hall

a) Professional fees – 106 agreement

Cllr Woodward reported that the first draft of the section 106 agreement had been received. The Working Party had read through it and made comments.

Cllr Woodward had received several quotes for legal work involved with the Section 106 agreement. These were discussed.

RESOLVED that the Working Party be given delegated authority to choose the best value for money for the necessary legal work to ensure the section 106 agreement was acceptable.

The meeting closed at 8.48pm