

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL  
HELD ON TUESDAY 10<sup>th</sup> DEC 2013 AT 7.30pm AT WOODNESBOROUGH VILLAGE HALL**

**Present:** -Councillors            B Baker                            A Boniface                        S Hoskins  
   P Charlesworth                G Hall                                G Boorman  
   D Woodward (chair)        D Ford                                L Butcher

Sarah Wells Clerk to the Parish Council        Dist Cllr Pip Russell

The Chairman welcomed Cllr Butcher to the Council and to the meeting. Cllr Butcher had completed her declaration of acceptance of office.

**1. APOLOGIES**

None received.

**2. DECLARATION OF INTERESTS**

- a) Cllr Baker declared a significant other 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 declared a significant other interest 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.
- c) Cllr Butcher declared a prejudicial interest in the payment of £20.00 for flowers for the bed at Fir Tree Hill as her husband had undertaken the work – only the plants were being paid for, the work had been undertaken on voluntary basis.

**3. POLICE REPORT**

A brief report had been received and circulated

**4. MINUTES OF LAST MEETING**

RESOLVED that the minutes of the ordinary meeting of the Parish Council held on 22<sup>nd</sup> Oct 2013, be duly signed by the Chairman as a true and correct record of the meeting

**5. ACTIONS FROM THE LAST MEETING**

**Village Hall**

*Problems with car permanently parked in the Village Hall car park* - Cllr Woodward had spoken to the homeowner. **Action Discharged**

**Neighbourhood Watch**

Cllr Hall had produced the leaflets for the new look NW.

**Correspondence**

*NALC – Standing for Election in the UK Consultation Paper* – The members had read the document but did not wish to make comment. **Action Discharged**

**Highways**

*Flooding The Street* - No further flooding had been reported. This had made it difficult for the Clerk to ask KHS to take action. It was agreed the situation should be monitored and that any further flooding should be reported to KHS on 03000 418181.

**Finance**

*2014/15 Precept* – The Clerk had forwarded the relevant information The Finance Committee still needed to meet and discuss the precept for the coming year.

**Action Cllrs Charlesworth, Hall and Ford**

**6. PLANNING****a) To consider and comment on planning applications submitted for consultation by DDC.****Seen between Meetings****i) DOV/13/00895**

**Proposal:** Erection of a timber framed garage with two bay carport

**Location:** Each End House, Each End, Woodnesborough

**ii) DOV/13/00911**

**Proposal:** Erection of a detached garage

**Location:** Tramomto, Hammill, Woodnesborough

**iii) DOV/13/00835**

**Proposal:** Erection of stables and menage

**Location:** Little Flemmings Farm, Fleming Road, Woodnesborough

No objections were raised to the above applications.

**To comment****iv) DOV/13/00989**

**Proposal:** Single storey rear extensions (existing garage/shed to be demolished)

**Location:** Orchards, Fleming Road, Woodnesborough

RESOLVED no objections should be raised to this application.

**b) To note planning decisions forwarded by DDC**

None received.

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

None received.

**d) To consider and comment on planning consultation documents****i) DDC Land Allocation Local Plan – Appointment of Inspector and hearing dates**

Noted by the members.

**7. VILLAGE GREEN**

To discuss and agree action relating to any issues concerning the Village Green.

None were raised.

**8. VILLAGE HALL**

*Front Door repairs* – Cllrs Boorman and Hoskins had looked at the door and planned the necessary works.

**Action Cllr Boorman and Hoskins Ongoing**

**9. REPORTS**

To receive written or verbal reports from:-

**a) Dist Cllr**

Cllr Pip Russell gave a report on DDC activities including details on new developments in the district, work to keep the HS1 link to Sandwich and Deal, Pay Day Loan concerns and the customer satisfaction survey recently undertaken by DDC.

**b) Councillor Reports**

None received.

**10. FORTHCOMING EVENTS**

To discuss and agree action relating to upcoming events.

**a) Council Events**

- i) Annual Parish Meeting – set date.

It was agreed that the meeting should take place on Tue 13<sup>th</sup> May 2014 at 7.30pm. The Clerk to book the Village Hall.

**Action Sarah Wells**

**b) Outside Events**

- i) DDC Towns and Parish Council event - Wed 11 Dec 2013

Cllr Woodward to attend.

**11. CORRESPONDENCE**

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

**a) Consultation Documents**

- i) Worth Neighbourhood Development Plan
- ii) KCC Facing the Challenge
- iii) Richborough Connection project
- iv) DCLG – New Audit Arrangements
- v) Coastal Access Ramsgate to Folkestone
- vi) Kent Fire & Rescue Service's (KFRS) – Consultation of Safety Plan

The above were discussed by the members. They did not wish to make any comments.

**b) Newsletters and Circulars**

- i) South East Water Resources Update Autumn 2013
- ii) Rural News Issue 132
- iii) KALC News
- iv) Clerks and Councils Direct

The above were noted by the members.

**c) Other**

- i) Armed Forces Community Covenant

Noted by the members.

**12. HIGHWAYS**

Problems with blocked drain in The Street and the cuts outs opposite the Village Hall were discussed. The Clerk to report to KHS.

**Action Sarah Wells**

**13. FINANCE**

To discuss and agree actions relating to the Council Finances

**a) Invoices**

- i) £60 + VAT – KALC Training event
- ii) £500.00 rent Village Green
- iii) £20.00 Plants for Fir Tree Hill bed
- iv) £17.00 British Legion Poppy Appeal
- v) £600.00 Village Green Mowing 2013
- vi) £42.88 KALC – Local Councils Explained
- vii) £41.25 SLCC membership

Noted by the members.

**b) Other**

i) Receipts and Payments to 30-9-13.

RESOLVED the accounts should be adopted by the council.

ii) Quote for Village Green Mowing in 2014

RESOLVED the quote should be accepted by the council.

**Action Sarah Wells**

iii) Millennium Committee – Funds towards New Community Hall

Cllr Ford reported that the trustees of the Millennium fund were discussing the possibility of giving the remaining funds to the Parish Council provided it would be ring fenced for use for youth projects only. The possibility of opening an additional bank account for fund raising for the new community hall was discussed. The Clerk to contact the bank and see if this would be possible.

**Action Sarah Wells**

iv) Grants towards WW1 centenary events

Grant money to repair/refurbish war memorials is available. It was agreed the Clerk would forward the details to Cllr Baker.

**Action Sarah Wells**

**14. PAYMENTS**

RESOLVED the following payments should be made. Proposed Cllr Boorman and seconded by Cllr Hoskins.

		<b>Cheque No</b>
a) £201.60 Clerks Salary Nov 26 x 10.30	267.80	1349
Pension Contribution	<u>-15.80</u>	
	252.00 taxable Pay	
	<u>-50.40</u>	
	<b><u>201.60</u></b> Clerks Salary	
b) £50.40 H M Revenue and Customs		1350
c) £51.15 KCC LGPS		1351
Council Contribution	35.35	
Clerks Contribution	<u>15.80</u>	
	<b><u>51.15</u></b>	
d) £97.92 Environmental Engineer		1352
11 <sup>th</sup> Nov to 8 <sup>th</sup> Dec 2013		
e) £114.88 KALC – Local Councils Explained	£42.88	1353
KALC – Dynamic Cllr Training Event	<u>£72.00</u>	
	£114.88	
f) £500.00 Village Green Rent 2014		1354
g) £20.00 – Wallflowers – Fir Tree Hill flower bed		1355
h) £17.00 – British Legion Wreath		1356
i) £600.00 – Village Green Ground Work 2013		1357
j) £50.00 – Petty cash		1358
k) £00.05 – Mr & Mrs Denning – Car Park rent		1359
l) £00.05 – Mr L Collingwood - Car Park access		1360
m) £219.60 Clerks Salary Dec 26 x 10.30	267.80	1361
Pension Contribution	<u>-15.80</u>	
	252.00 taxable Pay	
	<u>-50.40</u>	
	<b><u>201.60</u></b> Clerks Salary	

External Auditor Fee	<u>18.00</u>	
	<b><u>219.60</u></b>	
n) £50.40 H M Revenue and Customs		1362
o) £51.15 KCC LGPS		1363
Council Contribution	35.35	
Clerks Contribution	<u>15.80</u>	
	<b><u>51.15</u></b>	
p) £97.92 Environmental Engineer 9 <sup>th</sup> Dec 2013 to 5 <sup>th</sup> Jan 2014		1364
q) £41.25 SLCC membership		1365

### 15. DATE OF NEXT MEETING

To confirm the next meeting of the Parish Council

28<sup>th</sup> Jan 2014          25<sup>th</sup> Feb 2014          25<sup>th</sup> Mar 2014          22<sup>nd</sup> Apr 2014

27<sup>th</sup> May 2014

### 16. NEW COMMUNITY HALL

Cllr Woodward gave a report on the current situation with the s106 agreement. Cllr Hoskins reported that some of the drawings attached to the s106 should have been amended following discussions with the developer. It was agreed that the Council should write to DDC informing them of the errors. As the Parish Council was not one of the signatories to the agreement it was decided that there was little point in submitting it to an outside solicitor for vetting. Although concern was raised that DDC had not involved the Parish Council in the final stages of the 106 agreement and that insufficient time had been given for the PC to get independent legal advice on the final document.

**Action Sarah Wells & Cllr Hoskins**

Cllr Charlesworth reported on the funding for the finishing of the hall. Unfortunately grant applications could not be submitted until the hall and the land were transferred to the ownership of the Parish Council. The Village Hall Management Committee would also need to have charitable status before the hall could be handed to them to administrate.

These facts had only just been ascertained and as yet the Working Party had not been able to consider options in detail. It was agreed that the Working Party would produce a strategy document for consideration by the Council outlining the funding and future administration alternatives.

**Action Community Hall Working Party.**

The meeting closed at 9.20pm