

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL
HELD ON TUESDAY 23rd FEBRUARY 2010 7.30pm AT WOODNESBOROUGH VILLAGE
HALL**

Present: -Councillors D Woodward (Chairman) G Boorman B Baker
 R Ovenden (part) B Wiseman S Hoskins

Sarah Wells Clerk to the Parish Council

1. APOLOGIES

Cllrs D Smith, K Ellen & D Ford. PC Woodland

2. PARTNERS AND COMMUNITIES TOGETHER (PACT)

A written report had been received.

3. MINUTES OF LAST MEETING

a) Minutes of Ordinary meeting 26th Jan 2010

It was proposed by Cllr Boorman and seconded by Cllr Baker that the minutes of the last meeting should be signed as a true and correct record, all agreed and the Chairman signed the minutes.

4. ACTION FROM THE LAST MEETING

Code of Conduct

Standards Committee – Parish Representative – The Clerk had forwarded the Councils Vote to DDC

Action Discharged

Planning

Training Event DDC offices Thur 4th March 2pm - 5pm – The Clerk had booked a place for Cllr Baker.

Action Discharged

Village Hall

It was agreed that a new risk assessment should be undertaken on the village hall.

Action Risk Assessment Committee Ongoing

The Clerk had arranged a site meeting with KCC to discuss the retaining Wall.

Action Discharged

Forthcoming Events

Council Events

Annual Parish Meeting – Suggested date 11th May – The Clerk had booked the Hall. **Action Discharged**

A speaker from Trading Standards had agreed to attend and make a presentation on bogus traders.

Action Discharged

The Clerk had invited Police, District and County Councillors.

Action Discharged

Highways

Bus Stop Oak Hill – Cllr Woodward had spoken to Mr John Armstrong about the bus stopping opposite his land. **Action Discharged**

Post Box Beacon Lane – The Clerk had spoken to a officer from Royal Mail. He had looked at the site and sympathised with the problem, however it was not Royal Mail policy to provide paving on land not belonging to them. **Action Discharged**

5. CODE OF CONDUCT

- a) A reminder to all Councillors that should there be any changes to the information entered on your register of financial or other interest forms; you have 28 days in which to inform the DDC Monitoring Officer.

The above was noted by the members

- b) DDC – Standards Board Agenda and Minutes to be sent by e-mail in future.
The members agreed that the Clerk should forward the e-mail when it was received.

6. PLANNING**a) Planning Applications**

None received.

b) Planning Decisions

- i. DOV/09/00993- Granted Listed Building Consent – Installation of double glazed windows – Parsonage Farm, Marshborough
Noted

c) Correspondence

- i. DDC – Inspectors report on the Dover District Core Strategy
Noted by the members

d) Consultation Documents

None received

7. VILLAGE HALL**a) Retaining Wall**

The Chairman had spoken to the owner of the driveway about the damage caused by the skip. He had indicated that he would like the drive patched as he was concerned about liability if there should be an accident. The Clerk explained that the terms of the lease explicitly stated that the Parish Council must indemnify the owner against any claims. It was agreed that the Clerk should write to the owner and point this out.

Action Sarah Wells

The Clerk was also asked to draft a letter of satisfaction to KCC.

Action Sarah Wells

Cllr Boorman reported that the Village Hall Committee had agreed to give a grant of £1000 towards the work on the retaining wall. The Chairman asked that the thanks of the Council be conveyed to the members of the VH Committee.

8. REPORTS**a) Dist Cllr**

None received

b) Cllr Reports

None received

9. FORTHCOMING EVENTS**a) Council Events**

- i. Annual Parish Meeting – Draft agenda

The draft agenda was discussed and agreed. The Clerk to print copies of the Agenda for distribution following the April meeting.

Action Sarah Wells

b) Outside Events

None planned

10. PARISH PLAN

Nothing to discuss

11. CORRESPONDENCE**a) Correspondence needing a response/Action**

None received

b) Consultation Documents

None received

c) Newsletters and Circulars

i. ACRK News

ii. Kent wildlife trust – Parish Council Notice

The above were noted by the members

d) Other

None received

12. HIGHWAYS**a) A20 HGV Overtaking ban**

Noted by the members

b) Bus Stop Oak Hill

The members agreed to ask Stagecoach to attend a site meeting to discuss getting the bus to stop at the end of the footpath EE221. **Action Sarah Wells**

c) Post Box Beacon lane

Following the comments from Royal Mail the Council discussed possible actions. Cllrs Ovenden and Hoskins had looked at the site and agreed that there was some form of hard standing under the mud. Cllr Ovenden agreed to have the mud removed so the exact situation could be assessed. **Action Cllr Ovenden**

Cllr Ovenden left the meeting at this time 7.55pm.

13. FINANCE**a) Budget**

Nothing to discuss

b) Invoices

i. £5170.70 + VAT KCC Commercial Services – Village Hall retaining Wall

c) Other

Nothing received

14. PAYMENTS

		Cheque No
a) £198.32	Clerks Salary Feb 26 x 10.198	1072
	Pension Contribution	
		265.15
		<u>-17.23</u>
		247.92 taxable Pay
		<u>-49.60</u>
		198.32 Clerks Salary
b) £49.60	H M Revenue and Customs	1073
c) £46.93	KCC LGPS	1074
	Council Contribution	29.70
	Clerks Contribution	<u>17.23</u>
		46.93
d) £69.60	Environmental Engineer 8-2-10 to 5-3-10	1075
	4 weeks at £17.40 (£5.80 x 3) = 69.60	
e) £40.00	Petty Cash	1076
f) £6075.57	KCC Commercial Services – Village Hall retaining Wall	1077

15. DATE OF NEXT MEETING

The Ordinary Meeting of the Parish Council will take place on Tuesday 23rd March 2010.

16. VILLAGE GREEN

Usage of the green was discussed.

The meeting closed at 8.35pm