

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL
HELD ON TUESDAY 25th FEBRUARY 2014 AT 7.30pm AT ST MARY'S CHURCH
WOODNESBOROUGH**

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

Sarah Wells Clerk to the Parish Council

1. APOLOGIES

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.

3. POLICE REPORT

No reports received.

4. MINUTES OF LAST MEETING

RESOLVED that the minutes of the Extra-ordinary meeting of the Parish Council held on 11th February 2014, be duly signed by the Chairman as a true and correct record of the meeting following the insertion of "unanimously agreed" at the end of the last paragraph of item 5.

5. ACTIONS FROM THE LAST MEETING

Forthcoming Events

Annual Parish Meeting – The Clerk had produced a draft agenda **Action Discharged**

Finance

Community Hall Account – The Clerk had contacted the Bank and had drafted a letter for signature to rename the Bonus Saver Account. **Action Discharged**

a) To consider and comment on planning applications submitted for consultation by DDC.

Seen between Meetings

- i) **DOV/14/00107** (Listed Building and Conservation Area)

Proposal: Erection of a single storey extension (existing extension to be demolished)

Location: The Garth, Farm Lane, Marshborough, Woodnesborough

RESOLVED no objections should be raised to this application.

- ii) **DOV/14/00136**

Proposal: Erection of two storey side extension incorporating double garage and workshop/garden storey at ground floor level, provision of access stairs to upper level patio area and associated alterations and landscaping.

Location: Pinetum House, Fir Tree Hill, Woodnesborough

RESOLVED no objections should be raised to this application.

b) To note planning decisions forwarded by DDC

- i) **DOV/13/00531** – Granted permission – Installation of cess pool – Foxborough Farm, Foxborough Hill.

Noted by the members.

c) To consider and comment on planning correspondence

i) Kestrels Fen, Ash Road – Change of use of hovercraft – Appeal raised
Noted by the members.

d) To consider and comment on planning consultation documents

None received.

6. VILLAGE GREEN

DDC are seeking to introduce 4 Dog Control Orders.

The Fouling of Land by Dogs (Dover District Council) Order 2014.

The proposed order will cover all land within the Dover District Council area which is Open to the air. This includes land that is covered but open to the air on at least one side and to which the public are entitled or permitted to have access with or without payment.

• **The Dogs on Leads by Direction (Dover District Council) Order 2014.**

Again this will cover the whole District as detailed above. It will make it an offence not to put, and keep, dogs on leads when instructed to do so by an authorised officer. This would be used in instances where restraint is reasonably necessary to prevent a nuisance or behaviour by the dog likely to cause annoyance or disturbance to any person or the worrying or disturbance of any animal or bird.

• **The Dogs on Lead (Dover District Council) Order 2014**

This order shall require dogs to be kept on a lead in a number of areas throughout the District. This will mainly apply to enclosed areas like churchyards but will also replace some by-laws, e.g. on Deal beach where dogs are required to be on leads at all times.

• **The Dogs Exclusion (Dover District Council) Order 2014**

This order shall ban dogs from certain areas. It will apply mainly to enclosed children's play areas, some churchyards and seasonally on some beaches.

The legislation allows fixed penalty notice for breaching any declared Dog Control Orders to be set between £50 and £80. The level is currently set at £50 whereas the level of fixed penalty for discarding litter is £75.

DDC are asking all Parish Councils the following

a) Dog Control Orders

- i) Do you agree that the first two orders be introduced District wide?
- ii) Are there any area in the Parish you would like covered by the next two orders?
- iii) What should the max fixed penalty fine be?
- iv) Will the PC contribute towards signage?

The members were in agreement with the implementation of the first two orders for the whole district.

RESOLVED a Dogs on Leads Order should be introduced for the Old and New Churchyard and A Dog Exclusion order should be introduced on the existing Village Green.

The members agreed that the fixed penalty of £75.00 should be set for breaches of dog control orders.

In principle the members would be happy to contribute to the cost of signage. However, they would need to know exactly how much the signs will cost before making a final commitment.

The Clerk to inform DDC Enforcement team of the above.

Action Sarah Wells

7. VILLAGE HALL

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

- a) Storm damage and Insurance Claim

One estimate had been received. The Clerk to contact two additional builders to get further quotes.

Action Sarah Wells

8. REPORTS

To receive written or verbal reports from:-

- a) **Dist Cllr**

Cllr Russell gave a report on the activities at DDC.

- b) **Councillor Reports**

None received.

9. FORTHCOMING EVENTS

To discuss and agree action relating to upcoming events.

- a) **Council Events**

- i) Tue–15th April 2014 - Finalise Agenda

The draft was agreed. Further it was agreed that a full update on the Community Hall should be printed on the back of the agenda so that all parishioners were aware of the current situation, not just those that attended the meeting. Cllrs Charlesworth and Woodward to prepare the text.

Action Cllrs Charlesworth and Woodward

- b) **Outside Events**

None discussed.

10. CORRESPONDENCE

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

- a) **Consultation Documents**

- i) Kent Mineral and Waste Local Plan 2013-2030 - By 16th March 2014
- ii) KCC Consultation – Christmas and New Year Storms and Floods

Noted by the members.

- iii) Local Audit and accountability Act – Openness of local government Bodies Draft Regulations

It was agreed the Clerk should draft a response for circulation.

Action Sarah Wells

- b) **Newsletters and Circulars**

- i) KALC Parish News Jan 2014

Noted

11. HIGHWAYS

To discuss and agree actions relating to highways issues

- i) KHS – Response to request re Beacon Hill Road

Noted by the members.

12. FINANCE

To discuss and agree actions relating to the Council Finances

- a) **Invoices**

- i) £594.31 Village Hall Insurance
- ii) £35.50 – SLCC Enterprises Ltd Clerks Manual

Noted.

- b) **Other**

- i) NALC – Repeal of s150 (5) of the Local Government Act 1972

- ii) Referendum Principles relating to council tax increase 2014/2015

The above were noted by the members.

- iii) Action with Communities in Rural Kent – Membership

RESOLVED the Council's membership should be renewed.

13. PAYMENTS

To resolve the following payments should be made.

a) £201.60 Clerks Salary Feb 26 x 10.30	267.80	1371
Pension Contribution	<u>-15.80</u>	
	252.00 taxable Pay	
	<u>-50.40</u>	
	<u>201.60</u>	Clerks Salary
b) £50.40 H M Revenue and Customs		1372
c) £51.15 KCC LGPS		1373
Council Contribution	35.35	
Clerks Contribution	<u>15.80</u>	
	<u>51.15</u>	
d) £97.92 Environmental Engineer		1374
3 rd Feb 2014 to 2 nd Mar 2014		
e) £35.50 – SLCC Enterprises Ltd Clerks Manual		1375
f) £594.31 - Norris & Fisher – Village Hall Insurance		1376
g) £35.00 Action With Communities in Rural Kent membership		1377

14. DATE OF NEXT MEETING

To confirm the next meetings of the Parish Council

25th Mar 2014 15th April 2014 – Annual Parish Meeting 29th Apr 2014 27th May 2014
 24th June 2014 22nd July 2014

15. NEW COMMUNITY HALL

To discuss and agree actions relating to the New Community Hall

- a) Dog Control Orders for New Village green

It was agreed that if possible A Dogs Exclusion Order should be passed on the site that would become the New Village Green. The Clerk to ask DDC if this is possible. **Action Sarah Wells**

Works to complete the Community Hall

Cllr Hoskins had spoken to an architect about the production of a tender document. The Architect was concerned that if the building was built by one contractor and completed by another there could be problems should any faults arise in the future as the two sets of contractors could argue it was the workmanship of the others that has caused the fault. The Architect recommended that the developer should build and complete the hall in its entirety.

To ensure best value for money a Quantity Surveyor should be employed by the Council to negotiate the contract for the work using standard building industry prices. This solution would only be possible with the agreement of the developer.

After a discussion it was agreed Cllr Hoskins with the Working Group to progress the project along these lines.

RESOLVED the Developer, Mr Darren Ellis be asked if he was prepared to complete the building of the whole new Community Hall. If so, then Cllr Hoskins was authorised to seek the services of a Quantity Surveyor and report details of costs to the Council.

The meeting closed at 9.15pm