

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH
COUNCIL HELD ON TUESDAY 25th JANUARY 2011 7.30pm AT WOODNESBOROUGH
VILLAGE HALL**

Present: -Councillors	D Woodward (Chair)	R Ovenden	B Baker
	P Charlesworth	D Ford	K Ellen
	S Hoskins	D Smith	

Sarah Wells Clerk to the Parish Council

2 Members of the Public

1. APOLOGIES

Cllr G Boorman & PC Woodland

The meeting was closed at 7.31pm so that the members of the public could speak. Concerns were raised about the planning application DOV/10/01214, Outline application for erection of two dwellings. The Old Pumping House, Beacon Lane, Woodnesborough.

2. DECLARATION OF INTERESTS

- a) Cllr Ovenden declared a personal and prejudicial interest in the Village Green as he owns the site.
- b) Cllr Hoskins declared a personal and prejudicial interest in DOV/10/01214, Outline application for erection of two dwellings. The Old Pumping House, Beacon Lane, Woodnesborough as the property borders his home.
- c) Cllrs Baker and Smith declared a personal interest in DOV/11/00003, Change of use to offices and associated external alterations, Cornerbank, Marshborough Road, Woodnesborough as the property is close to their homes.

3. PARTNERS AND COMMUNITIES TOGETHER (PACT)

The Police have changed the way community Police offices liaise with the local community; it was unclear how this would impact on this section of the agenda. It was agreed that it should be renamed Police report

4. MINUTES OF LAST MEETING

- a) Minutes of Ordinary Meeting of the Parish Council held on 14th December 2010
It was proposed by Cllr Baker and seconded by Cllr Hoskins that the minutes be signed as a true and correct record. All agreed and the Chairman signed the minutes.

5. ACTIONS FROM THE LAST MEETING

Village Hall

Cllr Smith had given Cllr Boorman details of two electricians.

Action Discharged

Highways

Environmental Engineer – The Clerk had agreed with the Environmental Engineer that he would continue to work for the Parish Council on his days off.

Action Discharged

Finance

Precept – This had been served on DDC.

Action Discharged

Request for a grant from Chess Club – For Chess Clocks – These had been ordered and received.

Action Discharged

Village Green

The quote for 2011 mowing had been accepted.

Action Discharged

A change in the order of the agenda was agreed, with item 8. Planning being taken at this time.

6. PLANNING

a) Planning Applications

Cllr Hoskins withdrew from the meeting.

i) DOV/10/01214

Proposal: Outline application for the erection of two detached dwellings

Location: The Old Pumping House, Beacon Lane, Woodnesborough

Following a lengthy discussion of this application it was proposed by Cllr Ellen and seconded by Cllr Charlesworth that the Council should object to this application on environmental grounds. 7 agreed and 1 abstained.

Cllr Hoskins returned to the meeting.

ii) DOV/11/00003

Proposal: Change of use to offices and associated external alterations

Location: Cornerbank, Marshborough Road, Woodnesborough

After some discussion it was agreed that the Council would positively support this application.

iii) DOV/10/01195

Proposal: Erection of entrance gates and post and rail fencing

Location: 1 Manor Barns, The Street, Woodnesborough

After some discussion it was agreed that the Council would positively support this application.

b) Planning Decisions

None received.

c) Correspondence

None received.

d) Consultation Documents

- i) Dover District Local Development Framework: Draft Addendum to Affordable Housing SPD for Public Consultation

After some discussion it was agreed that no comments would be made.

7. 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.

Cllr Ovenden asked for a Change Form. The Clerk to send him one.

Action Sarah Wells

8. STANDING ORDERS

Cllr Woodward would make the agreed changes and then meet with the Clerk to discuss the practicalities of implementing the Standing Orders.

Action Cllr Woodward Ongoing

9. VILLAGE HALL

The VH Management Committee had received complaints from several hirers about how cold the hall was. Cllr Hoskins suggested that loft insulation may help with this situation. It was agreed that the Clerk would liaise with the Chairman of the Village Hall M. Committee and look for possible grant funding.

Action Sarah Wells

10. REPORTS**a) Dist Cllr**

None received

b) Cllr Reports

None received

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

- i) Annual Parish Meeting – 12th April 2011 – Set agenda

Possible speakers were discussed, Cllr Woodward would investigate the suggestions.

Action Cllr Woodward.

b) Outside Events

- i) Sandwich Neighbourhood Forum – 1st Feb 7pm, Guildhall Sandwich – The Open Golf 2011
- ii) Engaging Communities in Play – Free Workshop Tues March 1st, DDC Offices Whitfield
- iii) “My Generation, Your Generation – Our Neighbourhood” – Sat March 12th 2011 10am to 3.30pm – Kent Police College, Coverdale Ave, Maidstone ME15 9DW

The above were noted by the Council.

12. PARISH PLAN

Cllrs Woodward and Smith had met with the developer who has purchased the land opposite the Village Hall. He would like to build some 24 properties on this site, some of which would be small and suitable for first time buyers. If he gets planning permission for the development he would provide a new Village Hall on the land adjacent to this site as his contribution to the local community. This provision would be in place of the affordable housing required for a development of this size.

After some discussion it was proposed by Cllr Ford and seconded by Cllr Ellen that the Council should support the concept of this proposal. The developer had indicated that he would hold a public consultation on this proposal in the near future.

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

- i) DDC – Open Golf

No response required.

b) Consultation Documents

None received.

c) Newsletters and Circulars

- i) Rural news
- ii) Oast the Coast
- iii) Green Gang
- iv) The Bulletin
- v) Clerks and Councils Direct

The above were noted by the members.

d) Other

- i) Great Poppy Party Weekend

The document was discussed. Cllr Woodward proposed that in future the Council should buy a wreath to be laid at the Remembrance Day service. This was seconded by Cllr Baker, all agreed.

14. HIGHWAYS

a) DDC – District Street Lighting

This was discussed. However the members did not feel it was possible to make comment until the number of Street Lights effected in the Parish was identified.

b) Salt Bin

The need for a salt bin at the top of Vine Lane was discussed, it was agreed that the Clerk should apply to KHS for an additional bin.

Action Sarah Wells

14. FINANCEa) **Budget**

i) Payments to 31st Dec 2010

This document was discussed by the members, after some discussion. It was proposed by Cllr Hoskins and seconded by Cllr Ellen that the accounts be adopted by the Council, all agreed.

b) **Invoices**

i) £111.93 +VAT 4 x Tournament Clocks for the Chess Club - Noted by the members.

c) **Other**

i) LCC Local Government Pension Fund - Actuarial valuation

ii) KCC Reports & Accounts 2010 – Superannuation Fund

The above were noted by the members.

15. PAYMENTS

	Cheque No
a) £198.32 Clerks Salary Jan 26 x 10.198	1145
265.15	
Pension Contribution	-17.23
247.92 taxable Pay	
-49.60	
198.32 Clerks Salary	
b) £49.60 H M Revenue and Customs	1146
c) £46.93 KCC LGPS	1147
Council Contribution 29.70	
Clerks Contribution <u>17.23</u>	
46.93	
d) £71.16 Environmental Engineer 8-1-11 to 4-2-11	1148
e) £134.32 Chess Direct Ltd	1149
f) £95.42 Clerks Expenses Oct to Dec	1150
Office Allowance 60.00	
Telephone 10.50	
Broadband 10.50	
Mileage 24 x 60.1p <u>14.42</u>	
95.42	
g) £40.00 Petty Cash	1151

It was proposed by Cllr Ovenden and seconded by Cllr Ford that the above payments should be made. All agreed.

16. DATE OF NEXT MEETING

The Ordinary Meeting of the Parish Council will take place on Tuesday 22nd Feb 2011.

17. VILLAGE GREEN

Cllr Ovenden left the meeting.

There was nothing to discuss.

The meeting closed at 9.00pm