

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH
COUNCIL HELD ON TUESDAY 26th JANUARY 2016 AT 7.30pm AT ST MARY'S CHURCH,
WOODNESBOROUGH**

Present: -Councillors D Woodward (Chair) L Butcher D Ford B Baker
 G Boorman A Boniface S Hoskins

Sarah Wells Clerk to the Parish Council Dist Cllrs M J Holloway & Bernard Butcher

1) APOLOGIES

Cllrs D Smith & P Charlesworth & Dist Cllr P Carter

2) DECLARATION OF INTERESTS

Cllr Baker declared a significant other interest in any issues relating to the Church as a member of the PCC.

Cllr Butcher declared a significant other interest in the proposals for the future ownership and management of the New Village Hall as she is a trustee of Woodnesborough Community Hall Charity.

3) MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary meeting of the Parish Council held on 8th December 2015, be duly signed by the Chairman as a true and correct record of the meeting.

RESOLVED the minutes of the Extra Ordinary meeting of the Parish Council held on 14th January 2016, be duly signed by the Chairman with as a true and correct record of the meeting with two amendments.

4) ACTIONS OF THE LAST MEETING

Police Reports – This item had been removed from the agenda.

Action Discharged

Processes and Procedures

a) Standing orders

RESOLVED the amended Standing Orders dated December 2015 should be adopted by the Council. The Clerk to provide all members with a hard copy. **Action Sarah Wells ongoing**

b) Finance Regulations

RESOLVED the amended Finance Regulations dated December 2015 should be adopted by the Council. The Clerk to provide all members with a hard copy. **Action Sarah Wells ongoing**

5) PLANNING

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

i) DOV/15/01239

Proposal: Erection of a detached dwelling (existing dwelling to be demolished)

Location: The Old farmhouse, Hammill Road, Woodnesborough

RESOLVED this application should be supported it was felt the new dwelling would improve the look and feel of the area.

b) To note planning decisions

- i) DOV/15/01093 – Refused planning permission, Telescopic radio mast and aerials, Gladstone House, Marshborough
- ii) DOV/15/00798 & 00797 – Granted planning permission, internal and external alterations and installation of roof lights to facilitate change of use to a residential dwelling – Woodnesborough Old Village Hall, The Street

The above were noted by the members.

c) To consider and comment on planning correspondence

None received.

d) To consider and comment on planning consultation documents

None received.

6) REPORTS**a) Dist Cllr**

Dist Cllrs Butcher and Holloway gave brief reports on the activities of Dover District Council.

b) Councillor Reports

None received.

7) FORTHCOMING EVENTS

To discuss and agree action relating to upcoming events.

a) Council Events

- i. Set date for Annual Parish Meeting – May

RESOLVED the Annual Parish meeting be scheduled for Tuesday 10th May at 7.30pm. The clerk to book the Village Hall. **Action Sarah Wells**

b) Outside Events

- a. DDC Town and Parish Council event – Monday 18th Jan 2016
- b. Presentation from Sandwich Sports and Leisure Centre Trust – Mon 25th Jan 6pm,
- c. KALC Area committee meeting – Phoenix Centre Sandwich – Wed 27th Jan 2016
- d. KALC Dynamic Councillor Event – 22 Feb, Wingham Village Hall
- e. Lord Lieutenant of Kent Civic reception – Maidstone- Tuesday 15 March 11am
- f. KALC – Conference and L & D Module Update Jan – Mar 2016

The above were noted by the members.

8) CORRESPONDENCE

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

a) Consultation Documents

- i) Kent Mineral and Waste Plan 2013-2030 – Deadline Friday 4th March 2016
- ii) DCLG Consultation – National Planning Policy Consultation – By 25th Jan
- iii) Kent Police – Consultation on the increase in Council Tax
- iv) KCC Consultation – Mobile Library Service
- v) DDC Draft revision to DDC Statement of community involvement

The above were noted by the members.

b) Newsletters and Circulars

- i) KALC Parish News
- ii) Clerks and Council Direct

The above were noted by the members.

c) Other

- i) Provisional Local Government Finance settlement – Referendum Principles

Noted

- ii) Beacon Celebrations

Cllr Butcher to speak to the owners of Beacon House. The Clerk to get more information on the cost of a beacon. **Action Sarah Wells & Cllr Butcher**

- iii) KALC Community Awards Scheme – Deadline for Nominations – 29th Jan 2016

Cllr Woodward had a person in mind and would complete the nomination forms.

Action Cllr Woodward

- iv) DDC Response – Managing Freight Vehicles through Kent

Noted.

9) HIGHWAYS

Cllr Hoskins reported a problem with the road surface out at Selson, the Clerk to report.

Action Sarah Wells

10) NEW VILLAGE HALL

- a) Cllr Hoskins gave an update on the work to date.
b) Cllr Baker reported that the Trees she had applied for from the Woodland Trust will be delivered between 7-11 March.

11) FINANCE

To discuss and agree actions relating to the Council Finances

- a) Receipt V Payment to 31-12-15

RESOLVED the accounts be adopted by the Council. See Appendix A

- b) Predicted outturn for 2015/16
c) Draft Budget for 2016/17

RESOLVED the draft budget should be adopted by the Council. See Appendix B

- d) Set precept for 2016/17

RESOLVED the precept should be set at £16,861, this equates to a 1.98% increase in the Council Tax for a Band D property equal to 1.5p a week. The Clerk to forward the precept demand to DDC.

Action Sarah Wells

- e) Public Contracts Regulations 2015 – Impact on Standing Orders and Financial regulations
f) Procurement Regulations 2016

The Clerk to check if the above would have an impact on the Council Finance Regulations.

Action Sarah Wells

12) PAYMENTS

RESOLVED the following payments should be made.

Unity Trust Bank – Cllrs Butcher and Boorman to authorise

a) £374.26 Clerks Salary Jan 26 x 10.527	273.70	BACS 29/1
OT New Village Hall 19 x 10.527	<u>201.01</u>	
	473.71	
Pension Contribution	<u>-26.05</u>	
	447.66 taxable Pay	
	<u>-73.40</u> H M Rev & Cust	
	374.26 Clerks Salary	
b) £99.95 KCC LGPS		BACS 5/2
Council Contribution	73.90	
Clerks Contribution	<u>26.05</u>	
	<u>99.95</u>	
c) £78.32 Environmental Engineer	97.92	BACS 29/1
4 th Jan to 31 st Jan 2016	<u>-19.60</u>	
	<u>78.32</u>	
d) £93.00 H M Revenue and Customs	73.40 Clerk	BACS 5/2
	<u>19.60</u> Environmental Engineer	
	93.00	

NatWest Account – New Village Hall payments

Paid between Meetings

e) £108,749.81 Kentish Projects Ltd – Application 2 18 Dec	1498
To Pay	
f) £86,314.91 Kentish Projects Ltd – Application 3 20 Jan	1501

13) DATE OF NEXT MEETINGThe next meeting of the Parish Council will take place on Tuesday 23rd February 2016**Scheduled dates**

22 nd Mar 2016	26 th Apr 2016	10 th May 2016 Annual Parish Meeting
24 th May 2016	28 th Jun 2016	26 th Jul 2016 27 th Sept 2016
25 th Oct 2016	6 th Dec 2016	

The meeting closed at 8.54pm