

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL  
HELD ON TUESDAY 28<sup>th</sup> JULY 2009 7.30pm AT WOODNESBOROUGH VILLAGE HALL**

**Present:** -Councillors            D Woodward (Chairman)    B Wiseman            S Hoskins  
   B Baker.                            R Ovenden (part)    K Ellen  
   D Ford                                G Boorman            D Smith

Sarah Wells Clerk to the Parish Council

### 1. APOLOGIES

PC Woodland

### 2. PARTNERS AND COMMUNITIES TOGETHER (PACT)

No report had been received by the Council.

### 3. MINUTES OF LAST MEETING

a) Minutes of Annual meeting 23<sup>rd</sup> June 2009

It was proposed by Cllr Baker and seconded by Cllr Ford that the minutes of the last meeting held on the 23<sup>rd</sup> June 2009 be signed as a true and correct record, all agreed and the Chairman signed the minutes.

### 4. ACTION FROM THE LAST MEETING

#### Parish Plan

Cllrs Hoskins, Smith & Woodward had met with the architect to look at the Village Hall.

**Action Discharged**

#### Village Hall

*Quotes for external work to rear of Stage/Kitchen* - The quote from KCC had been accepted.

**Action Discharged**

*Quote for work to roof* - The quote for work to repair the roof had been accepted.

**Action Discharged**

#### Correspondence

##### Other

*BTCV - Tree and Pond Warden Scheme* – The Clerk had forward to the Tree Warden **Action Discharged**

*ACRK – Contact details of Parish Plan Steering group* – The Clerk had forward Cllr Smith and Woodward's details. **Action Discharged**

#### Highways

*Foxborough Hill name plate obscured by vegetation, corner of Foxborough Hill and Oak Hill* - The Clerk had contacted DDC and they had made arrangements to have the vegetation cut back. **Action Discharged**

*Warning triangle obscured by hedge junction Marshborough Rd and Beacon Lane* – The Clerk had written to the owner of the property, they had contacted her to say the hedge in question did not belong to them, Cllr Ovenden agreed to speak to the owners of the hedge.

### 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.

Cllr Ford asked for a change form, the Clerk to forward a copy.

**Action Sarah Wells**

**6. PLANNING****a) Planning Applications**

None received

**b) Planning Decisions**

None received

**c) Correspondence**

- i. DDC – LDF – Submission of Dover District Core Strategy
- ii. DDC – LDF – Examination into Dover District Core Strategy DPD – Tues 25<sup>th</sup> August  
11.00am

The above were noted by the members. It was agreed that ii should be forwarded to the resident of Sandwich Rd who had shown an interest in the process. **Action Sarah Wells**

**d) Consultation Documents**

None received.

**7. VILLAGE HALL**

Cllr Hoskins reported that the external work to the back of the stage area should be starting during the next few weeks. The contractor had asked if a skip could be positioned on the drive way for 2/3 days during the project. The Clerk to contact the owner of the drive and ask. **Action Sarah Wells**

Cllr Boorman reported that now the work to the roof had been completed he would wait a few weeks to ensure there were no leaks then the VH committee would start to get quotes for the hole in the ceiling.

**8. REPORTS****a) Dist Cllr**

None received.

**b) Cllr Reports**

Cllr Woodward had attended the Sandwich Neighbourhood forum meeting Eastry, he gave a report on the meeting.

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

None planned

**b) Outside Events**

- i. ACRK 85<sup>th</sup> Annual Meeting 1<sup>st</sup> Sept 2009 5.30pm

Noted by the members.

**10. PARISH PLAN**

Cllrs Woodward, Smith and Hoskins had met with an Architect to discuss if it would be possible to convert the Village Hall into a residential dwelling should a new Village Hall become available. The architect had provided a report that indicated that in principle this should not cause too many problems and had outlined some ideas on how this could be done.

It was agreed that the working party should meet with Finns again to see if the land owners had any more thoughts on the use of the land on Sandwich Road.

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

- i. Kent Police Authority – Policing Kent 2009/12
- ii. KCC – Guided Walks

The above were noted by the members

**b) Consultation Documents**

None received

**c) News letters and Circulars**

- i. Southern Water – Resources Update
- ii. Clerks and Councils direct
- iii. Oast to Coast
- iv. Green Gang Summer Activities
- v. White cliffs country – Tourism Newsletter

The above were discussed and noted by the members.

**d) Other**

- i. KCC – Kent Alcohol Strategy

The above was discussed and noted by the members.

**12. WEB –SITE**

The web site was still receiving quite a few hits.

**13. HIGHWAYS**

- a) Kent Highways Services – Speed Indicator Device Sign – Foxborough Hill  
Noted

- b) Speeding Issues Foxborough Hill

The Clerk to ask Cllr Ridings if he would make a contribution from his £25k highways budget towards the provision of red tarmac at the 30mph limit point on Foxborough Hill. **Action Sarah Wells**

- c) Dover Community Neighbourhood Team – Speed Indicator Device (SID)

The Clerk to ask for the provision of SID at The Street Woodnesborough. **Action Sarah Wells**

- d) The Environmental Engineer had requested a new litter picker, his had broken. The Clerk to order a new one. **Action Sarah Wells**

- e) Overhanging trees Church Street

Cllr Boorman reported that the dustbin men were complaining about overhanging trees in Church Street. He said Highways had cut back the trees last year. The Clerk to speak to DDC. **Action Sarah Wells**

**14. FINANCE****a) Budget**

- i. Payments to 30-06-09

The accounts were discussed and adopted by the Council.

**b) Invoices**

- i. £135.00 + 20.25 VAT Audit Commission 2009 Audit
- ii. £270.00 G Cronin Building & Roofing – Village Hall roof repairs

The above were noted by the members.

## c) Other

None received.

**15. PAYMENTS**

		<b>Cheque No</b>
a)	£196.26 Clerks Salary July 26 x 9.827	1025
	Pension Contribution	262.52
		<u>-17.06</u>
		245.46 taxable Pay
		<u>-49.20</u>
		196.26 Clerks Salary
b)	£49.20 H M Revenue and Customs	1026
c)	£46.46 KCC LGPS Council Contribution	1027
	Clerks Contribution	29.40
		<u>17.06</u>
		46.46
d)	£68.76 Environmental Engineer 29-06-09 to 24-07-09	1028
e)	£155.25 Audit Commission 2009 Audit	1029
f)	£270.00 Mr G Cronin – Village Hall repairs	1030
g)	£196.26 Clerks Salary Aug 26 x 9.827	1031
	Pension Contribution	262.52
		<u>-17.06</u>
		245.46 taxable Pay
		<u>-49.20</u>
		196.26 Clerks Salary
h)	£49.20 H M Revenue and Customs	1032
i)	£46.46 KCC LGPS Council Contribution	1033
	Clerks Contribution	29.40
		<u>17.06</u>
		46.46
j)	£68.76 Environmental Engineer 27-07-09 to 21-08-09	1034
k)	£68.76 Environmental Engineer 24-08-09 to 18-09-09	1035
l)	£14.00 Independent Audit fee	1036

It was proposed by Cllr Baker and seconded by Cllr Ellen that the above payments be made, all agreed.

**16. DATE OF NEXT MEETING**

The Ordinary Meeting of the Parish Council will take place on Tuesday 22<sup>nd</sup> Sept 2009.

**17. VILLAGE GREEN**

- a) Wicksteed – Annual safety inspection due

It was agreed that Clerk should order an unaccompanied inspection.

**Action Sarah Wells**

- b) Kent Playing Fields Association – membership invitation

The members did not wish to take up this invitation.

The meeting closed at 8.45pm