

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH
COUNCIL HELD ON TUESDAY 26th JUNE 2016 AT 7.30pm IN THE COMMITTEE ROOM
AT WOODNESBOROUGH VILLAGE HALL**

Present: -Councillors L Butcher D Smith A Boniface
 G Boorman B Baker (chair) D Woodward

Sarah Wells Clerk to the Parish Council

Dist Cllrs M J Holloway, P Carter and B Butcher 3 Members of the public

1) APOLOGIES

Cllrs P Charlesworth & D Ford

2) DECLARATION OF INTERESTS.

Cllr Baker declared a significant other interest in any issues relating to the Church as a member of the PCC. She also declared a prejudicial interest in Application DOV/16/00542 as she lives opposite the site.

Cllr Smith declared a prejudicial interest in Application DOV/16/00542 as he lives opposite the site.

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) ELECTION OF VICE CHAIRMAN

RESOLVED that Councillor Boniface take on the role of Vice Chairman. Proposed by Cllr Smith and seconded by Cllr Boorman.

The meeting was closed so that members of the public could speak. There was concern about the current status of a planning application DOV/11/00484, and DOV/16/00542 as it is a variation of conditions of the original application. As conditions imposed by the planning inspector on DOV/11/00484 had not been fulfilled, it was believed the application had lapsed. It was agreed that the Clerk should write to DDC asking for clarification.

Cllrs Baker and Smith declared a prejudicial interest in this matter, Cllr Baker stood down from the Chair and Cllr Boniface took over.

The meeting reopened at 7.15pm. Cllr Baker returned to the Chair.

4) PARISH COUNCIL VACANCY

One application had been received for the vacant position on the Parish Council, the application from Cynthia Charter had been seen by the members. It was felt that Mrs Charter would be an addition to the Council.

RESOLVED Cynthia Charter should be co-opted onto the Council. The Clerk to inform her.

Action Sarah Wells

5) COMMITTEES AND DELEGATES

a) Committees & Working parties

i. Village Hall Committee

Cllr Smith offered to be the Parish Council representative on the committee.

6) MINUTES OF LAST MEETING

RESOLVED the minutes of the Annual meeting of the Parish Council held on 24th May 2016 be duly signed by the Chairman as a true and correct record of the meeting.

7) ACTIONS OF THE LAST MEETING**Last Ordinary meeting**

Email from KHS ref Signage - The Clerk had contacted the developer to ask for permission to install a sign. **Action Sarah Wells Ongoing**

Highways

Footpath from the new development that comes out on Fir Tree Hill – The site manager had responded to say that plans were in place to provide the bollards, but that the work could not be undertaken until proper traffic management application had been made to KHS as the road would need to be partially closed to install the bollards. **Action Discharged**

New Village Hall

Quote for mowing – This had been accepted. **Action Discharged**

8) PLANNING**a) To consider and comment on planning applications submitted for consultation by DDC.****i) DOV16/00708**

Proposal: Erection of radio mast and aerials

Location: Gladstone House, Marshborough Road, Woodnesborough, Sandwich, CT13 0PE

The members could see no objections to this application, however they did not have technical knowledge relevant to this type of application.

b) Decisions

None received.

c) To consider and comment on planning correspondence

None received.

d) To consider and comment on planning consultation documents

None received.

9) REPORTS

To receive written or verbal reports from:-

a) Dist Cllr

Cllrs Butcher, Holloway and Carter gave reports. Possible community contributions from Newline networks Mast application was discussed. A meeting of the 4 parish and town Council concerned is to be called by Sandwich TC. It was agreed Woodnesborough would send a representative.

b) Councillor Reports

Cllr Smith had attended the Health and Safety Seminar.

10) FORTHCOMING EVENTS

To discuss and agree action relating to upcoming events.

a) Council Events

Nothing planned at this time.

b) Outside Events

- i) Dover Leisure Centre – Stake holder workshop 7th July

Noted by the members.

11) CORRESPONDENCE

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

a) Consultation Documents

- i) KCC - Active Travel Strategy

Noted by the members.

b) Newsletters and Circulars

None received.

c) Other

- i) Eis Website Charging

Although KCC had reversed its decision to cease funding this year, it will probably revisit this matter for the coming financial year.

12) HIGHWAYS

To discuss and agree actions relating to highways issues

- a) Over hanging Trees in Fir Tree Hill were reported. – The Clerk to look into ownership and write to the owners. **Action Sarah Wells**
- b) Now that the new houses had been build on the Lassletts Yard site and permission had been given for a new dwelling opposite this site, it was felt the 30 mph limit in Beacon Lane should be moved back further out of the built up area. The Clerk to put in a request to KHS. **Action Sarah Wells**
- c) The Hedge from Foxborough Hill to Foxborough Close is very overgrown, the Clerk to report to DDC. **Action Sarah Wells**
- d) EE216 is very overgrown – the Clerk to report to KHS. **Action Sarah Wells**
- e) 30mph sign on Foxborough Hill obscured by vegetation. **Action Sarah Wells**

13) NEW VILLAGE HALL

To discuss and agree actions relating to the New Community Hall

- a) Hedge Trimming – Lane behind the Village Hall

The hedge in question is not on Parish Council property so would not be cut by the Council. The Clerk to respond. **Action Sarah Wells**

- b) Acoustic Problems

Cllrs Woodward and the Clerk had meet with an acoustic engineer and he had suggested a solution to the problems, he was now going to explain the process to two contractors so they could provide quotes for the work.

- c) Play Equipment – What is required?

The Clerk to circulate some brochures for the next meeting.

Action Sarah Wells

- d) Complaint ref Fireworks set off at a Wedding

After investigation it had been understood that the Fireworks were a surprise present for the bride and the hirer and Village Hall committee had been unaware that they were to be set off. It was

agreed that the hirers agreement should be amended to forbid the use of fireworks during normal hall hiring's.

- e) Skateboarding in the Car Park

It was agreed no wheeled sports signs should be put up.

Action Sarah Wells

14) FINANCE

To discuss and agree actions relating to the Council Finances

- a) SLCC – 2016-2018 National Salary Award

The Clerk left the room.

RESOLVED the pay rates for April 2017 should be implemented as of April 2016. The Clerk to make the necessary changes and calculate the back pay owed.

Action Sarah Wells

15) PAYMENTS

RESOLVED the following payments should be made

Running costs – Unity Account

a) £484.52 Clerks Salary – OT & Back Pay		BACS
Jun Pay	£279.21	
April Back Pay	£5.51	
May back pay	£5.51	
OT Feb 5.42 hrs	£57.06	
OT Mar 8 hrs	£84.22	
OT Apr 19.5 hrs	<u>£209.41</u>	
	£640.92	
Pension contributions -	<u>35.20</u>	
Tax to be deducted	<u>£121.20</u>	
	£484.52	
b) £93.60 Environmental Engineer Jun		BACS
c) £144.60 H M Rev and Customs		BACS
d) £135.18 KCC Pension Fund		BACS
e) £15.00 Compost Fir Tess Hill flower bed		300006
f) £99.00 Clerks Expenses Apr – Jun		BACS
Office Allowance	£60	
Phone 3 x £3.50	£10.50	
Broadband 3 x £3.50	£10.50	
Mileage 40 x 45p	£18.00	

Hall Costs – Natwest Account

a) £270.00 KCC May Legal Fees	1514
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16) DATE OF NEXT MEETING

To confirm the next meeting of the Parish Council

Scheduled dates

26 th Jul 2016	7 th Sept 2016	25 th Oct 2016	6 th Dec 2016
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The meeting closed at 9.45pm