

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL  
HELD ON TUESDAY 23<sup>rd</sup> JUNE 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

Sarah Wells Clerk to the Parish Council            PC Woodland

### 1. APOLOGIES

Cllrs D Smith & G Boorman

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

PC woodland gave a report and answered questions about policing in the parish.

### 3. MINUTES OF LAST MEETING

a) Minutes of Annual meeting 26<sup>th</sup> May 2009

It was proposed by Cllr Ellen and seconded by Cllr Baker that the minutes of the last meeting held on the 26<sup>th</sup> May 2009 be signed as a true and correct record, all agreed and the Chairman signed the minutes.

### 4. ACTION FROM THE LAST MEETING

#### Village Green

a) Cllr Smith asked what action was going to be taken to monitor the usage of the Village Green following the comments made by Cllr Ford at the last meeting. It was agreed that each Cllr should make a note of the date and time they observed children playing on the green, this record to be reviewed after the summer.

#### Village Hall

The Clerk had obtained a quote for work to repair the roof to the main building and to the porch.

**Action Discharged**

#### Parish Plan

Cllr Hoskins had made arrangements for an architect to look at the Village Hall; he was waiting for dates when Cllr Woodward was free to attend a meeting.

**Action Cllr Hoskins Ongoing.**

#### Highways

*Staple Parish Council – Overhanging Trees Barnsole Rd* – the Clerk had spoken to the Highways inspector, he was aware of the problems and had dealt with them. The Clerk had informed Staple PC.

**Action Discharged**

*KCC – Electronic Communications on Public Path Orders and Definitive Map Modification Orders* – The Clerk had responded to KCC.

**Action Discharged**

*Over Hanging vegetation Fir Tree Hill* – The Clerk had reported the problem to Kent Highways Services.

**Action Discharged**

#### Village Hall

The Clerk had added the cycle track and Green to the home page of the web site.

**Action Discharged**

## 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.
- b) Standards Committee meeting scheduled for 17<sup>th</sup> June has been cancelled.

The above were noted by the members.

## 6. PLANNING

### b) Planning Applications

Cllr Hoskins declared a personal and prejudicial interest and left the meeting.

#### i. DOV/09/00496

**Proposal:** Erection of a rear conservatory extension and covered way

**Location:** Gable Cottage, Beacon Lane, Woodnesborough

After examination of the plans it was agreed that no objections should be raised to this application.

### c) Planning Decisions

- i. DOV/09/00232 – Granted full planning permission – erection of two storey extension and first floor rear extension – 2 Woodland Way, Woodnesborough

The above was noted by the members

### d) Correspondence

- i. KCC – Kent Minerals and waste development framework: Adoption of revised Kent Minerals and Waste Development Scheme

The above was noted by the members

### e) Consultation Documents

None received.

## 7. VILLAGE HALL

- a) Quotes for external work to rear of Stage/Kitchen

The Clerk had asked 5 contractors to quote for this work, only two had responded by the closing date. These two quotes were opened at the Parish Council meeting. The specification had been asked for two quotes, one for the work to the retaining wall and one to the work to the store room. KCC Landscape Services had added the two amounts together, however the total quote was lower than the 2<sup>nd</sup> quote. It was agreed that the storeroom work would have to be postponed as it had increased the cost of the project beyond the budgeted amount for the work.

It was proposed by Cllr Baker, and seconded by Cllr Ellen that Cllr Hoskins should contact KCC Landscape Services and ask for the cost of just the work to the retaining wall. He would then inform the other members of the costs and if costs were reduced to within budget work would proceed. The proposal was put to the vote, 4 in favour and two abstentions, carried. **Action Cllr Hoskins**

- b) Quote for work to roof

The quote was split into five sections, it was agreed that the work outlined in sections 1-4 should proceed. Section 5 quoted for the replacement of the lead valley. It was agreed that the contractor should be asked to just repoint the valley using the existing lead.

**Action Sarah Wells**

## 8. REPORTS

- a) **Dist Cllr**

None received

- b) **Cllr Reports**

None given.

## 9. FORTHCOMING EVENTS

- a) **Council Events**

- b) **Outside Events**

- i. Sat 11<sup>th</sup> July – Sandwich Guildhall – a makey ‘do’

Noted by the members

## 10. PARISH PLAN

- a) DDC Planning status of Village Design Statements

The above was noted by the members

## 11. CORRESPONDENCE

- a) **Correspondence needing a response/Action**

- i. KCC – Environment, Highways and Waste Directorate: Statement of community Involvement scoping consultation

Noted by the members

- b) **Consultation Documents**

- i. South East River Basin Management Plan – Public Consultation

The members did not wish to comment on this document

Cllr Ovenden left the meeting at 8.15pm.

- c) **News letters and Circulars**

- i. ACRK – Rural News
- ii. Explore Kent

The above were noted by the members

- d) **Other**

- i. Kent Air ambulance Trust – Textile Bank Initiative – No suitable site in the village
- ii. Southern Water Performance report – 2008/09

The above were noted by the members

- iii. BTCV - Tree and Pond Warden Scheme

The Clerk to forward to the Tree Warden

**Action Sarah Wells**

- iv. ACRK – Contact details of Parish Plan Steering group

The Clerk to forward Cllr Smith and Woodward’s details.

**Action Sarah Wells**

**12. WEB –SITE**

The site was discussed for a few minutes.

**13. HIGHWAYS**

a) Foxborough Hill name plate obscured by vegetation, corner of Foxborough Hill and Oak Hill.  
The Clerk to inform the relevant authorities.

**Action Sarah Wells**

b) Warning triangle obscured by hedge junction Marshborough Rd and Beacon Lane.  
The Clerk to write to the home owner.

**Action Sarah Wells**

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

Nothing to discuss

**b) Invoices**

i. £104.25 Ken Butcher – Gardening services

**c) Other**

Nothing to discuss

**15. PAYMENTS**

			<b>Cheque No</b>
a) £196.46	Clerks Salary June 26 x 9.827	262.52	1019
	Pension Contribution	<u>-17.06</u>	
		245.46 taxable Pay	
		<u>-49.20</u>	
		196.26 Clerks Salary	
b) £49.00	H M Revenue and Customs		1020
c) £46.46	KCC LGPS Council Contribution	29.40	1021
	Clerks Contribution	<u>17.06</u>	
		46.46	
d) £191.94	Clerks Expenses Jan to Jun 2009		1022
	Office Allowance Jan to Jun 6 x 20	120.00	
	Telephone 6 x 3.50	21.00	
	Broadband 6 x 3.50	21.00	
	Mileage Jan to Jun 51 x 58.7	29.94	
e) £68.76	Environmental Engineer 01-06-09 to 26-06-09		1023
f) £104.25	K J Butcher - Gardening Services		1024

It was proposed by Cllr Hoskins and seconded by Cllr Ford 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 28<sup>th</sup> July 2009.

**17. VILLAGE GREEN**

Cllr Ellen reported that there had been 5 children playing on the green when he walked to the meeting.

There was no other action to discuss, the meeting closed at 8.30pm