

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL  
HELD ON TUESDAY 23rd MARCH 2010 7.30pm AT WOODNESBOROUGH VILLAGE HALL**

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

   Dist Cllr Butcher            Mark Jager Environment Agency  
   PCSO Norton                    Sarah Wells Clerk to the Parish Council

Mark Jager, of the Environment Agency, informed the members that there is a problem with sewage being discharged into the dirk in the vicinity of Wood Ash crossroads. He was investigating the problem and asked that a flyer be delivered with the Annual Parish Meeting agenda informing people of the problem and asking for help tracing the source of the pollution. He was also willing to attend the Annual Parish Meeting to inform the public of the problem.

### **1. APOLOGIES**

Cllr D Ford. PC Woodland

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

PCSO Norton gave a report produced by PC Woodland who was unable to attend due to ill health. PCSO Norton will be covering the area for the future.

### **3. MINUTES OF LAST MEETING**

a) Minutes of Ordinary meeting 23rd February 2010

It was proposed by Cllr Baker and seconded by Cllr Boorman that the minutes of the last meeting should be signed as a true and correct record, all agreed and the Chairman signed the minutes.

### **4. ACTION FROM THE LAST MEETING**

#### **Village Hall**

It was agreed that a new risk assessment should be undertaken on the village hall.

**Action Risk Assessment Committee Ongoing**

#### **Village Hall**

a) Retaining Wall – The Clerk had been in contact with the drive owner and he was insistent that the drive be patched. **Action Discharged**

The Clerk had drafted a letter of satisfaction to KCC. This had been approved by Cllr Woodward and Cllr Hoskins. **Action Discharged**

### **Forthcoming Events**

#### **a) Council Events**

i. Annual Parish Meeting – Draft agenda

The final draft agenda was discussed and agreed.

**Action Discharged**

#### **Highways**

*Bus Stop Oak Hill* – The Clerk had been in contact with Stagecoach who had informed the Clerk that new bus stops were the responsibility of KHS. **Action Discharged**

*Post Box Beacon lane* - Cllr Ovenden had arranged for the mud to be removed and the hard standing was now visible and the water had drained away. **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.

Cllr Boorman asked for a change form and a copy of his current register.

**Action Sarah Wells**

## 6. PLANNING

### a) Planning Applications

#### i. DOV/09/01104

**Proposal:** A change of use from agricultural storage building to use as predominately trade related showroom and materials library related to the sale of hard surface landscaping materials

**Location:** East Street farm, East Street, Ash

After a heated discussion it was agreed that the members did not object to the change of use of the buildings. However they were concerned about the increase in traffic over a byway used extensively by pedestrians and horses.

#### ii. DOV/10/00078

**Proposal:** Retrospective application for the change of use of land for the keeping of horses, erection of stables and associated hard standing and landscaping

**Location:** Hollyoak, Marshborough, Woodnesborough

After some discussion it was agreed that no objections would be raised to this application.

#### iii. DOV/10/00206

**Proposal:** Erection of a two storey side extension (existing porch to be demolished)

**Location:** Eaverley Villa, Beacon Lane, Woodnesborough

After some discussion it was agreed that this application should be positively supported, it was felt that the proposed extension would enhance the look of the area.

### b) Planning Decisions

None received.

### c) Correspondence

None received.

### d) Consultation Documents

None received.

## 7. VILLAGE HALL

Cllr Boorman reported that water was coming in through the roof again. After some discussion it was agreed that he should get quotes to replace the lead gully during the summer months.

**Action Cllr Boorman**

There was still a problem with the external lights, Cllr Hoskins and Boorman to investigate.

## 8. REPORTS

### a) Dist Cllr

Cllr Butcher gave a report including information on the new waste collection services.

**b) Cllr Reports**

Cllr Baker had attended a training event on planning material considerations at DDC. She had found the event both enjoyable and informative.

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

- i. Annual Parish Meeting – Draft agenda

The final arrangements for the meeting were discussed. It was agreed that the Environment Agency flyer should be printed on the back of the Agenda. The Clerk to print the agendas for them to be given to Cllrs at the next meeting for distribution.

**Action Sarah Wells**

**b) Outside Events**

None received.

**10. PARISH PLAN**

Nothing to discuss.

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

None received.

**b) Consultation Documents**

None received.

**c) Newsletters and Circulars**

- i. Policing Matters
- ii. Clerks & Councils Direct
- iii. Oast to Coast

The above were discussed and noted by the members.

**d) Other**

- i. DDC – Sports Club Development

The above was noted by the members.

**12. HIGHWAYS****a) A20 HGV Overtaking Ban Trial**

Noted by the members.

**b) Bus Stop Oak Hill**

Cllr Woodward to speak to the Highways Inspector.

**Cllr Woodward**

**c) Horse Barrier – Footpath EE 219, The Street**

Cllr Ellen had received a number of comments about the horse barrier, It was felt that it was very intrusive as it was galvanised metal and very obvious. It was agreed that the Clerk should contact PROW to see if it would be possible to get it painted. The Council agreed to pay for the paint if PROW could find a volunteer to undertake the work.

**Action Sarah Wells**

**13. FINANCE****a) Budget**

Nothing to discuss

**b) Invoices**

- i. £712.61 Norris and Fisher – Village Hall Insurance  
Noted

**c) Other**

- i. Audit Commission – Appointment of External Auditor  
ii. Audit Notice Received

The above were noted.

- iii. ACRK – Membership invitation

After some discussion it was agreed that the Council membership should be renewed.

**14. PAYMENTS**

		<b>Cheque No</b>
a) £198.32 Clerks Salary Mar 26 x 10.198	265.15	1078
Pension Contribution	<u>-17.23</u>	
	247.92 taxable Pay	
	<u>-49.60</u>	
	<b>198.32</b> Clerks Salary	
b) £49.60 H M Revenue and Customs		1079
c) £46.93 KCC LGPS		1080
Council Contribution	29.70	
Clerks Contribution	<u>17.23</u>	
	<b>46.93</b>	
d) £69.60 Environmental Engineer 8-2-10 to 5-3-10		1081
4 weeks at £17.40 (£5.80 x 3) = 69.60		
e) £712.61 Norris and Fisher		1082
f) £35.00 ACRK membership		1083

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

**15. DATE OF NEXT MEETING**

The Ordinary Meeting of the Parish Council will take place on Tuesday 27th April 2010.

**16. VILLAGE GREEN**

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

Cllr Ellen reported that a lot of dogs were using the field; Cllr Woodward had been in contact with the dog warden about another matter. The warden would be patrolling the village in the future.

Mr T Ovenden had been in contact about the fencing at the far end of the field by the goal post. This had been trampled down. It was agreed that the Clerk would get quotes for work to replace the broken fence.

The meeting closed at 8.50pm.