

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH  
COUNCIL HELD ON TUESDAY 22nd MARCH 2011 7.30pm AT WOODNESBOROUGH  
VILLAGE HALL**

<b>Present:</b> -Councillors	D Woodward (Chair)	R Ovenden (part)	B Baker
	P Charlesworth	K Ellen	S Hoskins
	D Smith	G Boorman	D Ford (part)

Sarah Wells Clerk to the Parish Council

5 Members of the Public

### 1. APOLOGIES

Cllr D Ford (going to be late) & PC Woodland

The meeting was closed at 7.31pm so that the members of the public could speak. A concern was raised about how dark it was walking along the The Street up to the Village Hall.

The meeting was re-opened

### 2. DECLARATION OF INTERESTS

- a) Cllr Ovenden declared a personal and prejudicial interest in the Village Green as owner of the site.
- b) Cllr Boorman declared a personal interest in the new Village Hall as he lives close to the site.

### 3. POLICE REPORT

PC Woodland had been unable to attend but had provided a written report.

### 4. MINUTES OF LAST MEETING

a) Minutes of Ordinary Meeting of the Parish Council held on 22nd February 2011  
It was proposed by Cllr Baker and seconded by Cllr Boorman that the minutes be signed as a true and correct record. All agreed and the Chairman signed the minutes.

### 5. ACTIONS FROM THE LAST MEETING

#### Standing Orders

All members had read the document.

**Action Discharged**

#### Planning

**DOV/11/00088**, Creation of an Italianate garden with associated outbuildings, walls and works, Marshborough House, Farm Lane, Marshborough, Woodnesborough. Following contact with the owners of the neighbouring property, no objections had been raised by the Council.

#### Consultation Documents

*Planning Decisions – Consultation on changes to delegated powers* – Comments had been forwarded to DDC.

**Action Discharged**

#### Reports

Open Golf resident permits – The forms to apply for permits would not be available until June, therefore the Clerk could not get a copy to print on the back of the APM agenda.

**Action Discharged**

#### Forthcoming Events

##### Outside Events

*Kent and Medway Funding Fair – 13th April, Folkestone Academy 9.30am* – The Clerk had forwarded the details to Cllr Charlesworth.

**Action Discharged**

*Environmental Engineers Trolley* - Cllr Woodward had purchased a new trolley. **Action Discharged**

## 6. 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) Future of the Standards Regime
- c) Pre-election publicity

The above were discussed and noted by the members.

## 7. STANDING ORDERS

After a brief discussion it was proposed by Cllr Boorman and seconded by Cllr Baker that the Standing Orders produced in March 2011 should be adopted by the Council, all agreed.

Section 3bi – gives the choice of sending meeting agenda's by post or by e-mail. It was agreed that in future meeting agenda's and minutes should be e-mailed to members. **Action Sarah Wells**

In addition to this two copies of the minutes should also be put into the circulation folder.

**Action Sarah Wells**

## 8. PLANNING

### a) Planning Applications

None received

### b) Planning Decisions

None received

### c) Correspondence

None received

### d) Consultation Documents

- i) Inclusive Design & Placemaking :- Supplementary Guidance

The members had seen this document but did not wish to make any comments.

Cllr Ford joined the meeting at 7.50pm.

## 9. VILLAGE HALL

Cllr Boorman informed the members that he intended to stand down as Chairman of the Village Hall committee at their AGM.

Cllr Boorman was still trying to get a qualified electrician to undertake the work needed to replace the external car park light. **Action Cllr Boorman ongoing**

## 10. REPORTS

### a) Dist Cllr

No reports received

### b) Cllr Reports

No reports received

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

- i) Annual Parish Meeting – agenda distribution

The agenda's were given out ready for distribution.

**b) Outside Events**

- i) Tourism Meeting - **Tuesday 5<sup>th</sup> April, 6 – 8pm, at Worth Parish Hall**, The Street, Worth.

The Clerk had forwarded this e-mail to all members. Some of them had had problems opening the attachment. It was agreed the Clerk should resend it. **Action Sarah Wells**

**12. PARISH PLAN**

Cllrs Smith, Hoskins and Woodward had met with the Developer, Mr D. Ellis of Ellis Construction Ltd to discuss plans for a possible new village hall. A rough sketch had been provided by Mr Ellis which had been discussed by the above mentioned Cllrs. They had also visited Petham Village Hall and Staple Village Hall which had lead to the production of another draft plan that showed the Parish Council's requirements for a hall. This was discussed by the meeting and it was agreed that this plan should be presented to Mr Ellis for consideration.

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

None received

**b) Consultation Documents**

None received

**c) Newsletters and Circulars**

- i) Rural News
- ii) Clerks and Councils Direct

The above were discussed and noted by the members.

**d) Other**

- i) Town and Parish Council Elections
- ii) HOSC Notes

The above were discussed and noted by the members.

**14. HIGHWAYS****a) A-Board licence Consultation**

This was noted by the members.

- b) Pot hole near the old Prince of Wales dwelling, close to the Wood Ash cross roads was in need of further repair.

The Clerk to report to KHS.

**Action Sarah Wells**

- c) PC Woodland had reported speeding problems on the approach to the village from Sandwich.

It was suggested that the mobile Speed Indicator Device provided by KHS should be positioned on this approach instead of Foxborough Hill next time it came to the Parish. The Clerk to ask KHS if this would be possible. **Action Sarah Wells**

**15. FINANCE****a) Budget**

To be published next month.

**b) Invoices**

- i) £19.00 New Trolley for environmental engineer.

**c) Other**

- i) Action with Communities in Rural Kent – membership renewal

It was proposed by Cllr Baker and seconded by Cllr Ellen that the Council continue its membership, all agreed.

- ii) Appointment of Auditor

Noted by the members.

**16. PAYMENTS**

		Cheque No
a) £198.32	Clerks Salary Mar 26 x 10.198	265.15
	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	1157
c) £46.93	KCC LGPS	1158
	Council Contribution	29.70
	Clerks Contribution	<u>17.23</u>
		<b>46.93</b>
d) £71.16	Environmental Engineer 7-3-11 to 1-4-11	1159
e) £19.00	Environmental Engineer Trolley	1160
f) £35.00	ACRK membership	1161

It was proposed by Cllr Hoskins and seconded by Cllr Charlesworth that the above should be paid, all agreed.

**17. DATE OF NEXT MEETING**

Annual Parish Meeting 12 April 2011

Cllr Boorman gave his apologies.

The Ordinary Meeting of the Parish Council will take place on Tuesday 26 April 2011.

**18. VILLAGE GREEN**

Cllr Boorman had tried to remove the graffiti from the gate, but had been rained off; he would try again now the weather was better.

The meeting closed at 8.35pm