

6) REVIEW OF COUNCIL PROCEDURES

To review and adopt appropriate procedures – All the below can be found on the PC Web Site

- a) Standing orders – last Reviewed March 2016
- b) Financial regulations - last Reviewed March 2016
- c) Complaints procedure
- d) Freedom of Information 2000 request handling
- e) Data Protection Act 1998 request handling
- f) Press and Media request handling

RESOLVED no changes needed to the procedures.

7) 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.

Cllr Charlesworth declared a significant other interest in the proposals for the future ownership and management of the New Village Hall as he is a trustee of Woodnesborough Community Hall Charity.

8) MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary meeting of the Parish Council held on 26th April 2016 be duly signed by the Chairman as a true and correct record of the meeting.

RESOLVED the minutes of the Annual Parish Meeting held on 10th May 2016 be duly signed by the Chairman as a true and correct record of the meeting.

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

Annual Parish Meeting – The refreshments had been provided.

Action Discharged

Village Hall

Carpark Markings – Quotes had been obtained

Action Discharged

Sound Problems – The Clerk had identified some companies that dealt with this type of work and passed the information to Cllr Woodward to arrange meetings.

Action Discharged

Letter ref hall facilities and signage – The Clerk had responded as agreed.

Action Discharged

Email from KHS ref Signage - The Clerk to contact the developer for permission to install a sign and get quotes for the provision of signs.

Action Sarah Wells Ongoing

Grass Mowing – The Clerk had obtained a quote for grass cutting and strimming.

Action Discharged

Finance

KALC Membership Renewal - This had been renewed.

Action Discharged

Parish Council Insurance renewal – This had been renewed.

Action Discharged

10) PLANNING

a) To consider and comment on planning applications submitted for consultation by DDC.

i. DOV/16/00473

Proposal: Erection of a single storey side extension (existing garage and conservatory to be demolished)

Location: 5 Woodland Way, Woodnesborough, CT13 0NG

RESOLVED no objections should be raised to this application in principle, however concerns about the lack of off street parking should be raised.

Cllrs Baker and Smith withdrew from the discussions, as they both had declared a prejudicial interest in this application. Cllr Boorman took the chair.

ii. DOV/16/00542

Proposal: Variation of condition 7 to allow for an increase in the number of static caravans on site from 1 to 4; Variation of condition 8 (seeking full layout details) to account for the variation sought under condition 7 (above); and variation of condition 9 to allow an increase of commercial vehicles kept on site from 1 to 3 of appeal decision APP/X2220/A/11/2166301 (planning reference DOV/11/00484) (Section 73 application)

Location: Hollyoak, Marshborough, Woodnesborough, CT13 0PF

RESOLVED the council should object to this application on the following grounds:-

- a. The provision of an additional 3 static vans and associated touring vans and vehicles on this site will be an over development of a site in a rural hamlet. It will be out of keeping with area and have a detrimental impact on this rural amenity.
- b. The additional vehicle movements from the site that has poor sight lines will be hazardous to local traffic using this very bendy dangerous road.
- c. There is no mains drainage on the site and the current sewage arrangements do not have the capacity for additional vans.
- d. The water run off from the additional hard standings could lead to flooding of the site and neighbouring roads and land.

Cllr Smith and Baker returned and Cllr Baker took the Chair.

iii. DOV/16/00484

Proposal: Reserved matters application for a dwelling (plot 12) pursuant to outline permission DOV/12/00460 ((A) Full application for change of use and conversion of two engine sheds to six live/work units and B) Outline application for the erection of nineteen dwellings, 2352m² of B1(c) accommodation, construction of vehicular access, associated car parking and landscaping (existing buildings/structures to be demolished))

Location: Plot 12, Hammill Brickworks, Hammill Road, Woodnesborough, CT13 0EF

RESOLVED no objections should be raised to this application.

iv. DOV/16/00524

Proposal: Erection of a 305m high / 2.5m wide guyed communication mast (with 5no. 9m wide anti-twist frames at intervals above 140m) with 6no. 3.7m diameter dish antenna, 206sqm base compound enclosing associated equipment cabins and electric meter cabinets up to 2.5m in height (4.2m above ground level), 9no. guy stay compounds, stone access track, hard and soft landscaping and associated works

Location: Land to the North of Kings End Farm, Richborough, Sandwich, CT13 9JH

RESOLVED the Council should object to this application on the following grounds:-

- a. The mast will over shadow the ancient monument at Richborough.
- b. It brings no direct benefit to the local communities.
- c. It may have a detrimental impact on the re-opening of Manstone Airport.

v. DOV/16/00532

Proposal: Erection of a rear conservatory extension

Location Woodlands, Sandwich Road, Woodnesborough, Sandwich, CT13 0LZ

RESOLVED no objections should be raised to this application.

vi. DOV/16/00533

Proposal: Reserved matters application for (plots 2 and 10) pursuant to outline permission DOV/12/00460 ((A) Full application for change of use and conversion of two engine sheds to six live/work units and B) Outline application for the erection of nineteen dwellings, 2352m² of B1(c) accommodation, construction of vehicular access, associated car parking and landscaping (existing buildings/structures to be demolished))

Location: Plots 2 and 10 Former Hammill Brickworks, Hammill Road, Woodnesborough, CT13 0EF

RESOLVED no objections should be raised to this application.

vii. DOV/16/00535

Proposal: Reserved matters application for (plots 3 and 8) pursuant to outline permission DOV/12/00460 ((A) Full application for change of use and conversion of two engine sheds to six live/work units and B) Outline application for the erection of nineteen dwellings, 2352m² of B1(c) accommodation, construction of vehicular access, associated car parking and landscaping (existing buildings/structures to be demolished))

Location: Plots 3 and 8 Hammill Brickworks, Hammill Road, Woodnesborough, CT13 0EF

RESOLVED no objections should be raised to this application.

viii. DOV/16/00570

Proposal: Reserved matters application for (plot 14) pursuant to outline permission DOV/12/00460 ((A) Full application for change of use and conversion of two engine sheds to six live/work units and B) Outline application for the erection of nineteen dwellings, 2352m² of B1(c) accommodation, construction of vehicular access, associated car parking and landscaping (existing buildings/structures to be demolished))

Location: Plot 14, Former Hammill Brickworks, Hammill Road, Woodnesborough, CT13 0EF

RESOLVED no objections should be raised to this application.

b) Decisions

DOV/16/00295 – Granted planning permission, Fairways, Beacon Lane, Woodnesborough – Outline application for the erection of a detached dwelling and new vehicular access

c) To consider and comment on planning correspondence

Nothing to discuss.

d) To consider and comment on planning consultation documents

None received.

11) REPORTS

To receive written or verbal reports from:-

- a) **Dist Cllr**
- b) **Councillor Reports**

No reported received.

12) FORTHCOMING EVENTS

To discuss and agree action relating to upcoming events.

a) Council Events

Nothing planned.

b) Outside Events

- i. 2016 Police Parish forum

Cllrs Baker and Butcher to attend on behalf of the Council.

13) CORRESPONDENCE

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

a) Consultation Documents

None received.

b) Newsletters and Circulars

- i) Clerks and Council Direct
- ii) Fields of Trust

The above were noted by the members.

c) Other

None received.

14) HIGHWAYS

- a) Footpath from the new development that comes out on Fir Tree Hill

This matter had been raised at the Annual Parish Meeting, Cllr Ridings had checked with KHS services, this footpath was in the ownership of the developer and was not going to be adopted by KHS. KHS had emailed the site manager and asked that bollards be installed at the end of the path to prevent cars mounting the end of the path. The Clerk to monitor the response and if necessary contact the developer.

Action Sarah Wells

15) NEW VILLAGE HALL

To discuss and agree actions relating to the New Community Hall

- a) Quotes for Car park marking

RESOLVED the quote from HI WAY Services Ltd at Hersden should be accepted.

- b) Quote for mowing

RESOLVED the quote from AJL Garden services should be accepted.

Action Sarah Wells

There were a number of large stones and parts of bricks that need to be removed before a short cut can be undertaken, these were too large to be rolled into the ground so would need to be picked up by hand.

16) FINANCE

To discuss and agree actions relating to the Council Finances

- a) Approve Annual Audit form Section 1 Annual Governance Statement 2015/16

RESOLVED the annual governance statement should be approved.

- b) Certify year end accounts Annual Audit form Section 2 Accounting Statement 2015/16

RESOLVED the Accounting Statement should be certified

- c) Receipts and Payment V Budget to 31st March 2016

RESOLVED the receipts and payments to 31st March 2016 be adopted by the Council.

- d) Adopt Budget for 2016/17

RESOLVED the budget for 2016/17 should be adopted.

17) PAYMENTS

RESOLVED the following payments should be made.

Running costs – Unity Account

a) £93.60 Environmental Engineer May	BACS
b) £206.85 Clerks Salary May	BACS
c) £57.75 KCC Pension Contributions	BACS
d) £75.20 H M Rev and Customs May 2016	BACS

Village Hall Costs

e) £194.40 Legal Fees May	1513
---------------------------	------

18) DATE OF NEXT MEETING

To confirm the next meeting of the Parish Council

Scheduled dates

28 th Jun 2016	26 th Jul 2016	7 th Sept 2016	25 th Oct 2016
6 th Dec 2016			

The meeting closed at 9.45pm