

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH
COUNCIL HELD ON TUESDAY 8th NOVEMBER 2011 7.30pm
AT WOODNESBOROUGH VILLAGE HALL**

Present: -Councillors D Woodward (Chair) P Charlesworth K Ellen
 D Ford G Boorman A Boniface
 S Hoskins G Hall

Sarah Wells Clerk to the Parish Council Mr D Smith 3 members of the public

1. APOLOGIES

Cllr B Baker. Dist Cllrs P Carter & P Russell

The meeting was closed at 7.31pm so that members of the public could speak. The 3 members of the public all lived in Melville Lea. They had attended the meeting to ask if the Parish Council could help to get KHS to deal with the problems caused by rainwater runoff. When ever heavy rain is experienced their gardens are flooded. KCC had refused to do anything about this unless the water enters the actual houses.

The meeting reopened at 7.50pm.

2. DECLARATION OF INTERESTS

- a) Cllr Boorman declared a personal interest in the proposed housing development and new Village Hall as he lives on the opposite side of the field which is proposed for the village hall.
- b) Cllr Boniface declared a personal interest in the proposed housing development and new Village Hall due to the proximity of his house to the sites.

3. POLICE REPORT

PC Woodland had been unable to attend.

4. MINUTES OF LAST MEETING

a) Minutes of the Ordinary Meeting of the Parish Council held on 27th Sept 2011. It was proposed by Cllr Hoskins and seconded by Cllr Charlesworth 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

Highways

Bus Stop – Marshborough Rd – Cllr Woodward had finally received the specification form KHS, Unfortunately the specification was of such a high standard that the provision would be cost prohibitive. It was agreed that no further action should be taken.

Action Discharged

Village Green

The grass between the bike track elements had been cut.

Action Discharged

Annual Safety Inspection Due – This had been booked for early in 2012.

Action Discharged

Village Hall

Boiler – Repairs had been undertaken.

Roof leaking over the front door - Cllr Hoskins to ask for a quote for the work.

Action Cllr Hoskins Ongoing

Forthcoming Events**Council Events**

Queens Diamond Jubilee – had been added to the agenda.

Action Discharged

Correspondence

Pumping station in Melville Lea – The Plans had been obtained and copied to the members.

Action Discharged

Highway

Dog Fouling on Footpaths – Cllr Hall had managed to speak to the Dog warden once, he was perusing the matter.

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.

The above was noted by the members.

7. PLANNING**a) Planning Applications****Seen between meetings****i) DOV/11/00315**

Proposal:- Internal alterations to create doorway

Location:- Parsonage Farm, Marshborough, Woodnesborough

ii) DOV/11/00874

Proposal:- Erection of a single storey extension

Location:- Hammill Court Farmhouse, Woodnesborough

The above applications had been circulated between meetings; no objections had been raised by the Council.

b) Planning Decisions

None received.

c) Correspondence

- i) Nominations for a substitute representative of Parish Councils to LDF Group

The Council did not wish to put a candidate forward for this position.

d) Consultation Documents

- i) Mineral and Waste Sites Development Plan Documents – Supplementary Options Consultations commencing on Monday 24th Oct 2011

The members noted the additional site but did not wish to comment.

- ii) Public Consultation on Shop fronts and Signage within Conservation Areas

The members did not wish to comment on this consultation.

8. VILLAGE GREEN

- a) Quote for Green Mowing 2012

After some discussion it was proposed by Cllr Boorman and seconded by Cllr Ellen that this quote should be accepted, all agreed.

Action Sarah Wells

9. VILLAGE HALL

Nothing to discuss.

10. REPORTS

- a) **Dist Cllr**

Written reports had been received from Cllrs Russell and Carter.

- b) **Cllr Reports**

None received.

11. FORTHCOMING EVENTS

- a) **Council Events**

- i) Queens Diamond Jubilee celebrations

The Councillors had spoken to various members of the community and there had been a lack of interest in organising anything. It was agreed that no further action should be taken at this time.

- b) **Outside Events**

- i) Annual Town and Parish Council Liaison meeting – DDC Offices Wed 23rd Nov 6.00pm Cllr Woodward and Charlesworth to attend on behalf of the Council.

- ii) KALC – AGM 64th Annual General Meeting – Ditton Community Centre 12th Nov 2011

Noted by the members.

- iii) KALC Chairmanship Conference 7th Jan 2012

- iv) KALC Localism Conference 28th Jan 2012

The members to check if they would be able to attend either of these KALC training events. Attendees to be agreed at the next meeting.

Action Councillors

12. CORRESPONDENCE

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

None received.

- b) **Consultation Documents**

- i) Draft Open Space Policy and Standards
- ii) Review of Play Area Provision 2012 – 2026
- iii) DDC Proposed Increase in Hackney Carriage Fares
- iv) KALC Consultations – Neighbourhood Planning Regulations
Community Infrastructure Levy
Local Government Pension Scheme

The above were discussed and noted by the members.

- c) **Newsletters and Circulars**

- i) English Rural Housing Association
- ii) KALC News
- iii) Rural News
- iv) Oast to Coast

The above were discussed and noted by the members.

d) Other

Nothing received.

13. HIGHWAYS**a) Salt Bins/Salt Bags**

KHS had not agreed to supply the additional salts bins requested by the Council. Possible sites for a 1 tonne salt bag was discussed. However, the members could not think of a suitable location.

b) Proposed Crash Remedial Scheme A256/A257 Roundabout, Sandwich

Noted by the members.

c) Surface water flooding – Meville Lea

Following the comments from the members of the public it was agreed that the Council would contact KHS services about the flooding in Meville Lea. **Action Sarah Wells**

d) Letter ref speeding The Street, Woodnesborough

It was agreed that the Clerk should contact KHS to ask if improvements could be made to the signage and indication of 30mph. Also to ascertain if the mobile Speed Indicator Device could be installed in The Street. **Action Sarah Wells**

It was also agreed that PC Woodland should be asked to monitor the situation.

Action Sarah Wells

14. FINANCE**a) Budget****i) Receipts and Payments to 30th Sept 2011**

The Clerk went through the figures and answered questions. It was proposed by Cllr Boorman and seconded by Cllr Boniface that the accounts should be adopted by the Council.

ii) Budget Talks for 2012/13

It was agreed that Cllrs Charlesworth, Ford and Hall would meet to discuss next year's budget and make recommendations to the Council. The Clerk to forward the financial information to them. **Action Sarah Wells. Cllrs Charlesworth, Ford and Hall**

iii) KCC asking to quote for ground work

Noted by the members.

b) Invoices

- i) £20.45 Reimburse D Woodward – Independent auditor fee
- ii) £135.00 + VAT Audit Commission 2010/11 Audit Fee
- iii) £600.00 T C Ovenden Village Green Mowing
- iv) £500.00 R G Ovenden – Village Green Rent 2012
- v) £79.98 K J Butcher – Fir Tree Hill flower bed

The above were noted by the members.

15. PAYMENTS**Cheque No**

a) £198.32	Clerks Salary Oct 26 x 10.198	265.15	1197
	Pension Contribution	<u>-17.23</u>	
		247.92 taxable Pay	
		<u>-49.60</u> Tax deducted	
		198.32 Clerks Salary	
b) £48.78	KCC LGPS		1198
	Council Contribution	31.55	
	Clerks Contribution	<u>17.23</u>	
		48.78	
c) £129.36	Environmental Engineer 17-10-11 to 11-11-11		1199
d) £198.32	Clerks Salary Nov 26 x 10.198	265.15	1200
	Pension Contribution	<u>-17.23</u>	
		247.92 taxable Pay	
		<u>-49.60</u> Tax deducted	
		198.32 Clerks Salary	
e) £48.78	KCC LGPS		1201
	Council Contribution	31.55	
	Clerks Contribution	<u>17.23</u>	
		48.78	
f) £72.96	Environmental Engineer 14-11-11 to 9-12-11		1202
g) £42.80	H M Revenue and Customs		1203
h) £20.45	Reimburse D Humphrey Woodward – Independent auditor fee		1204
i) £162.00	Audit Commission 2010/11 Audit Fee		1205
j) £600.00	T C Ovenden Village Green Mowing		1206
k) £500.00	R G Ovenden – Village Green Rent 2012		1207
l) £79.98	K J Butcher – Fir Tree Hill flower bed		1208
m) £17.00	Poppy Appeal - RBL		1209

It was proposed by Cllr Ford and seconded by Cllr Hoskins that the above payments should be made, all agreed.

16. DATE OF NEXT MEETING

The Ordinary Meeting of the Parish Council will take place on Tuesday 13th Dec 2011.

Cllr Boniface left the meeting

17. PARISH PLAN

- a) Proposed Housing Development and New Village Hall

The Developer had submitted the planning application. It was agreed that once this application had been validated and went out for public consultation, the Council would arrange a public display of the plans. The plans will be displayed in the Village Hall on a Friday evening, and Saturday morning. Flyers giving the details of the application and the dates of the display would be delivered to every house in the parish.

As these plans would need to be made quickly between meetings it was proposed by Cllr Ford and seconded by Cllr Boorman that Cllr Woodward should be given the Council authority to make the necessary arrangements.

Action Cllr Woodward

The meeting closed at 9.30pm