

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL
HELD ON TUESDAY 27th OCTOBER 2009 7.30pm AT WOODNESBOROUGH VILLAGE HALL**

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

Sarah Wells Clerk to the Parish Council

1. APOLOGIES

Cllr D Woodward & PC Woodland

2. PARTNERS AND COMMUNITIES TOGETHER (PACT)

No report had been received by the Council.

3. MINUTES OF LAST MEETING

a) Minutes of Ordinary meeting 22nd Sept 2009

It was proposed by Cllr Hoskins and seconded by Cllr Baker that the minutes of the last meeting held on the 22nd Sept 2009 be signed as a true and correct record, all agreed and the Chairman signed the minutes.

4. ACTION FROM THE LAST MEETING

Village Hall

Work to rear of stage –Cllr Hoskins had spoken to the contractors and work had started.

Action Discharged

Highways

The trees on Fir Tree Hill – The Clerk had spoken to KHS, they had written to the land owner and asked for the trees to be cut back.

Action Discharged

Village Green

Wicksteed Leisure safety report – Still with the risk assessment committee.

Action Risk Assessment Committee

Sign for Entrance to the Village Green – The Clerk had purchased the sign.

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) Parish Council Representative on Dover District Council's Standards Committee
- c) Request from Monitoring officer for copies of declarations of acceptance of office forms.

The above were noted by the members.

6. PLANNING

a) Planning Applications

Seen between meetings

i. DO/07/179/MR35/R19

Proposal: Request to seek approval for the replacement of an existing weighbridge office with a new weighbridge office pursuant to condition 19 of planning application D0/07/179/MR35

Location: Rowling Chalk Pit, Rowling, Woodnesborough Sandwich Kent

See by Cllrs Woodward, Boorman and Ellen no objection raised

ii. DOV/09/00920

Proposal: Erection of two storey and single storey side extension to include balcony, two infill extensions and first floor extension.

Location: Each End House, Each End Woodnesborough

As this application had only just been received it was agreed it should be circulated and returned to the Clerk by 6th Nov. **Action Councillors**

b) Planning Decisions

None received

c) Correspondence

None received

d) Consultation Documents

None received

7. VILLAGE HALL

The Contractors had started work, but were taking longer to complete the task than originally planned. Cllr Hoskins to arrange to meet the KCC manager in charge of the job. **Action Cllr Hoskins**

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

Action Risk Assessment Committee

8. REPORTS

a) Dist Cllr

None received

b) Cllr Reports

- i. Parish Police Forum meeting report from Cllr Woodward

9. FORTHCOMING EVENTS

a) Council Events

None planned

b) Outside Events

- i. DDC Annual Town and Parish Liaison meeting 2009 – 11th Nov 6.00pm for 6.30pm

Cllr Boorman to attend.

Action Cllr Boorman

ii. Woodnesborough Village Hall Management Committee meeting 22-10-09
Noted by the members.

10. PARISH PLAN

Nothing to report at this time.

11. CORRESPONDENCE

a) Correspondence needing a response/Action

- i. Kent Police Authority survey

This had been e-mailed to Cllr Wiseman as the Councils police representative.

- ii. Enquiry about caravans parked in field off A267 on Ash Road

After some discussion it was agreed that Cllr Ovenden would find out who owned the land.

Action Cllr Ovenden

b) Consultation Documents

None received

c) News letters and Circulars

- i. Kentish Stour Countryside Partnership – A year in View
- ii. Stour View
- iii. ACRK News
- iv. Countryside Events
- v. Oast to Coast
- vi. ACRK Annual Report

The above were discussed and noted by the members.

d) Other

- i. East Kent Hospital University Annual report 2008/09

The above was discussed and noted by the members.

12. WEB –SITE

Cllr Ford reported that the address printed in the parish magazine did not work. The Clerk to check and ensure the correct address was printed in future.

Action Sarah Wells

13. HIGHWAYS

- i. DDC – enquiry ref Quad bikes

The Clerk to inform DDC who owned the land.

Action Sarah Wells

- ii. Review of Environmental Engineer function

The members agreed that a good job was being done.

14. FINANCE

a) Budget

- i. 20010/11 budget

The precept demand is due with DDC by 5th February. It was agreed that the precept will be decided at the January 2010 meeting.

b) Invoices

- i. £10.11 Village Green sign inc £1.32 VAT
- ii. £600.00 Village Green mowing 2009

Noted

c) Other

- i. DDC Financial Plans

Noted

15. PAYMENTS**Cheque No**

a) £196.26	Clerks Salary Oct	26 x 9.827	262.52	1045
		Pension Contribution	<u>-17.06</u>	
			245.46	taxable Pay
			<u>-49.20</u>	
			196.26	Clerks Salary
b) £49.20	H M Revenue and Customs			1046
c) £46.46	KCC LGPS	Council Contribution	29.40	1047
		Clerks Contribution	<u>17.06</u>	
			46.46	
d) £70.02	Environmental Engineer	19-10-09 to 13-11-09		1048
		4 weeks at £17.40 (£5.80 x 3) = 69.60		
		Back pay 1-16 Oct 7p per hour for 6 hours = 42p		
e) £10.11	Village Green sign inc	£1.32 VAT – Refund Clerk		1049
f) £600.00	Village Green mowing	2009		1050

It was proposed by Cllr Hoskins and seconded by Cllr Boorman 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 8th Dec 2009.

17. VILLAGE GREEN

Cllr Ovenden declared a personal and prejudicial interest and left the meeting. There was nothing to discuss on Village Green.

a) Quote for mowing green in 2010

A quote in the same amount as 2009 had been received from Mr T Ovenden. After some discussion it was proposed by Cllr Wiseman and seconded by Cllr Ellen that the quote should be accepted, all agreed.

Action Sarah Wells