

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL
HELD ON TUESDAY 22nd SEPT 2009 7.30pm AT WOODNESBOROUGH VILLAGE HALL**

Present: -Councillors D Woodward (Chairman) S Hoskins D Ford
 B Baker. R Ovenden (part)

Sarah Wells Clerk to the Parish Council 1 members of the public

1. APOLOGIES

Cllrs K Ellen, D Smith, B Wiseman & G Boorman. 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 28th July 2009

It was proposed by Cllr Ford and seconded by Cllr Baker that the minutes of the last meeting held on the 28th July 2009 be signed as a true and correct record, all agreed and the Chairman signed the minutes.

4. ACTION FROM THE LAST MEETING

Code of Conduct

The Clerk had sent Cllr Ford a change form.

Action Discharged

Planning

Correspondence

DDC – LDF – Examination into Dover District Core Strategy DPD – The information had been forwarded as agreed.

Action Discharged

Village Hall

The Clerk had contacted the owner of the drive and asked if a skip could be parked on the driveway whilst the work to the rear of the hall was carried out.

Action Discharged

Highways

Speeding Issues Foxborough Hill – The Clerk had contacted Cllr Ridings asking for a contribution from his £25k highways budget but had not received a replay. She had asked KHS to check up on the matter.

Action Discharged

Dover Community Neighbourhood Team – Speed Indicator Device (SID) – The Clerk had requested that The Street, Woodnesborough be added to the list.

Action Discharged

The Environmental Engineer new litter picker – This had been ordered.

Action Discharged

Overhanging trees Church Street – This had been reported to DDC.

Action Discharged

Village Green

Wicksteed – Annual safety inspection due – This had taken place.

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) Minutes and agenda of Standards Board meeting 30-07-09

- c) Standards Board meeting of 16th Sept has been cancelled

The above were noted by the members.

6. PLANNING

a) Planning Applications

i. DOV/09/00829

Proposal: Erection of four dwellings and a detached four bay garage (existing building to be demolished)

Location: Land at Foxborough Hill, Woodnesborough

After a lengthy discussion on the number and style of properties, it was proposed that the application be supported, 3 in favour and 1 against.

b) Planning Decisions

- i. DOV/09/00496 – Granted full planning permission – Erection of rear conservatory extension and cover way – Gable Cottage, Beacon Lane, Woodnesborough
- ii. DOV/09/00337 – Granted Listed building consent – Insertion of roof light to rear and internal alterations – 1 Manor Barns, The Street, Woodnesborough

The above were noted by the members.

c) Correspondence

- i. LDF Core Strategy Examination – Minutes of the Pre hearing Meeting and Agenda's for the hearings

The above were noted by the members.

d) Consultation Documents

- i. KCC – Kent Minerals and Waste Development Framework – Consultation on the scoping report for the sustainable appraisal/strategy environmental assessment.
- ii. Sustainability Appraisal Scoping Report

The above were discussed and noted by the members.

7. VILLAGE HALL

- i. Fund raising events

The Coffee morning on the 5th September and a quiz planned for the 9th Oct were discussed.

- ii. Work to rear of stage

Cllr Hoskins reported that KCC had attended the site to start work but had had to leave when they had staffing issues. Cllr Hoskins will chase them to see when they will start work. The members would like the work completed before the winter.

Action Cllr Hoskins

8. REPORTS

a) Dist Cllr

None received

b) Cllr Reports

None received

9. FORTHCOMING EVENTS

a) Council Events

Nothing planned

b) Outside Events

- i. DDC Annual Town and Parish Liaison meeting 2009 – 11th Nov 6.00pm for 6.30pm
- ii. Parish Police Forum Thur 15th October – DDC HMS Brave 7.00pm Start
- iii. Sandwich Area Neighbourhood Forum – Thur 29th Oct 7.00pm, Goodnestone Park Gardens
- iv. Active Dover Sports Development Seminar

The above were discussed and noted.

10. PARISH PLAN

Cllrs Hoskins, Smith and Woodward had met with Julian Sampson from Finns to discuss the credibility of the Sandwich Rd site. The members would like to know if it would be possible for a developer to obtain enough profit from the site to allow for the building costs of a Village Hall. Mr Sampson had agreed to investigate the matter and report back to the Council.

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

None received.

b) Consultation Documents

None received.

c) News letters and Circulars

- i. Clerks and Councils Direct
- ii. The Bulletin
- iii. Close to Home
- iv. ACRK – Rural News
- v. Applause 10th Anniversary Celebrations

The above were noted by the members

d) Other

- i. Notes of the Town and Parish Councils Liaison meeting 3-12-08
- ii. Kent fire & Rescue service performance plan 2009/10
- iii. Dover Hospital Site
- iv. More Powers for Parish and Town Councils
- v. NHS Eastern and Coastal Kent's Annual Report

The above were noted by the members

12. WEB –SITE

The Clerk reported that the site was still receiving quite a number of hits.

13. HIGHWAYS

The trees on Fir Tree Hill were still overhanging the road, the Clerk to chase up with KHS.

Action Sarah Wells

14. FINANCE**a) Budget**

- i. Ideas for 2010/11 budget
- ii. Request from PCC that Churchyard grant be increased in 2010/11

Cllr Woodward declared a personal interest.

The above were discussed in detail. Cllr Ford did not wish to increase the Churchyard grant, it was agreed that this discussion would continue when next years budget was set.

b) Invoices

- i. £12.06 Litter Picker
- ii. £51.75 Wicksteed Leisure - Safety Inspection

The above were noted by the members.

c) Other

- i. Minimum Wage increase to £5.80 an hour from Oct 2009

It was proposed by Cllr Ovenden and seconded by Cllr Baker that the Environmental Engineer pay rate should be increased inline with the minimum wage. All agreed.

- ii. Request for 2009 Churchyard grant from PCC.

It was agreed that the £600.00 grant should be paid.

15. PAYMENTS

			Cheque No	
a) £196.46	Clerks Salary Sept	26 x 9.827	262.52	1037
		Pension Contribution	<u>-17.06</u>	
			245.46 taxable Pay	
			<u>-49.00</u>	
			196.46 Clerks Salary	
b) £49.00	H M Revenue and Customs			1038
c) £46.46	KCC LGPS	Council Contribution	29.40	1039
		Clerks Contribution	<u>17.06</u>	
			46.46	
d) £87.10	Clerks Expenses July to September			1040
		Office Allowance Jul to Sept 3 x 20	60.00	
		Telephone 3 x 3.50	10.50	
		Broadband 3 x 3.50	10.50	
		Mileage 10 x 60.1p	<u>6.10</u>	
			87.10	
e) £68.76	Environmental Engineer	21-09-09 to 16-10-09		1041
f) £12.06	KCC (KCS) Litter picker			1042
g) £51.75	Wicksteed Leisure - Safety Inspection			1043
h) £600.00	Woodnesborough PCC – Churchyard Grant			1044

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

16. DATE OF NEXT MEETING

The Ordinary Meeting of the Parish Council will take place on Tuesday 27th Oct 2009.

17. VILLAGE GREEN

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

- a) DDC – Access licence to Woodnesborough Village Green

The Clerk had informed DDC that the Council wished to renew the licence.

- b) Wicksteed Leisure safety report.

This had been sent to the risk assessment committee, they would meet to discuss the finding and report to the next meeting.

Action Risk Assessment Committee

- c) It was agreed the Clerk should order a sign for the Entrance to the Village Green

Action Sarah Wells

The meeting closed at 8.30pm