

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH
COUNCIL HELD ON TUESDAY 20th SEPTEMBER 2016 AT 7.30pm IN THE COMMITTEE
ROOM AT WOODNESBOROUGH VILLAGE HALL**

Present: -Councillors L Butcher A Boniface D Ford
 G Boorman B Baker (chair) D Woodward
 P Charlesworth C Charter
Sarah Wells Clerk to the Parish Council 8 Members of the Public

1) APOLOGIES

Cllr D Smith.

2) DECLARATION OF INTERESTS.

Cllr Baker declared a significant other interest in any issues relating to the Church as a member of the PCC.

The meeting was closed so that members of the public could speak.

Representatives from Quinn Estates spoke about the new planning application being submitted at the Hammill Brickwork Site. They answered questions posed by the members.

Representatives from the Village Hall Charity Trustees and members of the public spoke about the future running of the hall and how it should be managed in the future.

The meeting reopened at 8.45pm

3) MINUTES OF LAST MEETING

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

RESOLVED the minutes of the Extra- Ordinary meeting of the Parish Council held on 15th Sept 2016 be duly signed by the Chairman as a true and correct record of the meeting.

4) ACTIONS OF THE LAST MEETING

New Village Hall

Email from KHS ref Signage - The Clerk had contacted the developer to ask for permission to install a sign. The developer had responded to say that it should be fine, however he was waiting on changes to the paperwork ref the soakaway on PC land. **Action Sarah Wells Ongoing**

Skateboarding in the Car Park - The Clerk obtained a sign, however she was unsure where to put it, it was agreed it could be attached to the gate once it was in place. **Action Discharged**

Play equipment - The various types of equipment were discussed, it was agreed that a wooden trail, as well as a wooden climbing frame, infant swing and a bucket swing would be desirable, in addition to this outside gym equipment that would give a balanced exercise routine should be included. The area to be enclosed with fencing. The Clerk to put together a scheme and get quotes. **Action Sarah Wells Ongoing**

Access Gate – A quote had been received and the order placed. **Action Discharged**

Acoustic Problem – Quotes had been discussed at the extra-ordinary meeting on the 13th Sept. **Action Discharged**

Finance

Unity Bank – withdrawal of ALTO prepaid card – The Clerk had been unable to find a prepayment card suitable for a Parish Council. She suggested that an additional Natwest Current account be opened that could have a debit card attached to it. The new account would only have a petty cash float balance and would not be linked to the other Natwest accounts in order to protect the Council financial integrity.

RESOLVED a new account should be opened.

Action Sarah Wells

5) PLANNING

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

i) DOV/16/01026

Proposal: Hybrid planning application: (i) Outline planning permission (with all matters reserved except access) for the erection of 18 dwellings, accesses/roads, parking, associated services, infrastructure, groundworks and landscaping; and (ii) Full application for the change of use of two engine sheds to office accommodation and 5no. residential dwellings, associated parking, services, infrastructure, sub-station, landscaping, groundworks, attenuation features and earthworks

Location: Land SW at Hammill Brickworks, Hammill Road, Woodnesborough, CT13 0FF

As the members had not yet had time to fully review the plans it was agreed this application should be deferred until the next meeting.

Action Sarah Wells

b) Decisions

c) To consider and comment on planning correspondence

i) Response from DDC Planning ref Hollyoaks

Noted.

d) To consider and comment on planning consultation documents

6) REPORTS

To receive written or verbal reports from:-

a) Dist Cllr

No reports received.

b) Councillor Reports

No reports received.

7) FORTHCOMING EVENTS

To discuss and agree action relating to upcoming events.

a) Council Events

b) Outside Events

i) KALC Autumn 2016 event

ii) KHS Parish and Town Seminar – Fri 21st Oct 2016 9am -1pm Kent Spitfire Cricket Ground

The above were noted by the members.

8) CORRESPONDENCE

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

a) Consultation Documents

- i) KCC Local Transport Plan Consultation
- ii) Highways England – Managing freight vehicles through Kent

The above were noted by the members.

b) Newsletters and Circulars

- i) The Parish News
- ii) Clerks and Council Direct

The above were noted by the members.

c) Other

- i) Kent Police – Illegally Parked HGVs

The above were noted by the members.

- ii) Additional Noticeboard

This matter was discussed, it was felt that if the notices on the current board were limited to local groups and activities and removed once expired the existing board had sufficient space.

9) HIGHWAYS

To discuss and agree actions relating to highways issues

- i) Response from KHS Ref Beacon Lane 30mph limit
- ii) KCC Pothole blitz

The above were noted by the members.

10) NEW VILLAGE HALL

To discuss and agree actions relating to the New Community Hall

- a) Future running of the Hall –

Due to the resignation of Peter Charlesworth and Linda Butcher there is currently only two serving trustee left on the Woodnesborough Community Hall Charity, three are required. Under current plans the hall is to be leased to the Woodnesborough Community Hall Charity who would be responsible for the provision of this facility to the local community. It was envisaged that the Village Hall Committee would work to a set of terms of reference produced by the Charity Trustees, this document has not been drafted leading to confusion as to the duties of the trustees and the committee.

Various suggestion were discuses, however the general feeling was that the original plan should be stuck to if possible, it was hoped that a new trustee could be identified to ensure the future of the charity. There was an issue of none communication identified, it was felt that neither the trustees nor the committee meet often enough. Also new users had now started to book the hall and they were happy to help with the running.

RESOLVED the Clerk to identify a date for a Village Hall Committee meeting mutually convenient to interested parties. Once the date was set a flyer should be sent to all houses in the parish asking if anyone wished to come forward to help with the running of the hall. **Action Sarah Wells**

11) FINANCE

To discuss and agree actions relating to the Council Finances

- a) £3935.00 Received as part of the 106 Agreement for the Elmwood development

Noted.

12) PAYMENTS

RESOLVED the following payments should be made

Running costs – Unity Account

a) £211.05 Clerks Salary Sept	BACS
b) £58.92 KCC Pension Fund Sept	BACS
c) £93.60 Environmental Engineer Sept	BACS
d) £76.20 HM Rev and Customs Sept	BACS
e) £108.00 Hall hire from Feb to Sept	BACS
f) £20.99 Planting Fir Tree Hill	300008

Hall Costs – NatWest Account**1518**

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| a) £129.60 Legal Fees |
| £54.00 Jul Legal fees |
| £75.60 Aug Legal Fees |

13) DATE OF NEXT MEETING

To confirm the next meeting of the Parish Council

Scheduled dates

25 th Oct 2016	6 th Dec 2016	24 th Jan 2016
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The meeting closed at 9.50pm