

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL
HELD ON TUE 27th FEBRUARY 2007 AT 7.30pm AT WOODNESBOROUGH VILLAGE HALL**

Present: -Councillors R Ovenden K Ellen B Wiseman
 B Baker D Smith D Woodward
 A Cracknell

Sarah Wells Clerk to the Parish Council

1. APOLOGIES

Cllr S J Armstrong & D Ford

2. MINUTES OF THE LAST MEETING

It was proposed by Cllr Baker and seconded by Cllr Smith that the minutes of the Ordinary Meeting of the 23rd January 2007 be signed as a true and correct record. All agreed and the Chairman signed the minutes.

3. ACTION FROM THE LAST MEETING

Correspondence

a) Correspondence needing a response/Action

Local Needs Housing – The Clerk had produced a draft application form which she asked the members to take away and look at, she asked that any comments be returned to her as soon as possible.

Action Councillors

Village Green

Signs - The Clerk had drafted some signs for the green.

Action Discharged

Village Hall

Driveway - The Clerk had asked for the quote from KCC to be updated and asked for additional quotes.

Action Discharged

Forthcoming Events

a) Council Events

Annual Parish Meeting 24th April 2007- the Clerk had produced an agenda for discussion.

Action Discharged

b) Outside Events

ACRK - Community Halls Conference 14th April 2007 - The Clerk had booked places for Cllr Smith and Woodward.

Action Discharged

Cllr Smith and Woodward asked to attend the above meeting; this was agreed by the members. The Clerk

Correspondence

a) Correspondence needing a response/Action

KCC - Dover District Neighbourhood Forum - Clerks role - the Clerk had informed the organisers of the Neighbourhood forum that the Council would pay her to take the minutes if required.

Action Discharged

HIGHWAYS

Complaints about the installation of the Kissing gate on the EE219 - The Clerk had replied to the letters

Action Discharged

Village Green

2007 Ground Work quotes - The Clerk had accepted the quote from Mr T Ovenden.

Action Discharged

4. 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.

Noted by the members

- b. A revised Model Code of Conduct for Local Authority Members - Comments by 7th March 2007

This document had been circulated and some comments made, the Clerk to respond in line with these comments.

Action Sarah Wells

- c. Standard Board Minutes and Agenda

The Clerk to circulate with next month's correspondence.

Action Sarah Wells

5. PLANNING

a) Planning Applications

Cllr Ovenden declared a prejudicial interest and left the room, Cllr Baker took the Chair.

i. DO/07/TEMP/0003 -

Applicant: R.H.Ovenden Ltd

Location: Rowling Chalk Pit, Rowling, Woodnesborough, Sandwich Kent

The Plans had been circulated prior to the meeting; none of the members present could see any objections to this application. It was agreed the application should be positively supported.

Cllr Ovenden returned to the meeting and resumed his office as Chairman.

b) Planning Decisions

- i. DOV/06/00881 - Granted full planning permission - Change of use of reservoirs to fishing lacks, creation of new pond and extension of existing reservoir, together with erection of clubhouse - East Street Farm, East Street, Ash

Noted by the members

c) Correspondence

- i. DDC Planning - Boot fairs - Land at Each End
- ii. Whitfield Action Group - Draft South East Plan - Portfolio of supporting statements

Discussed and noted by the Chairman.

d) Consultation Documents

None received.

6. VILLAGE HALL

Nothing to discuss

7. REPORTS

a) Dist Cllr

None present

b) Cllr Reports

- i. Cllr Wiseman and the Clerk reported on the first meeting of the Sandwich Neighbourhood Forum
- ii. Cllr Baker had attended the private viewing of the Ringlemere cup

8. FORTHCOMING EVENTS

a) Council Events

- i. Annual Parish Meeting 24th April 2007- Agree agenda

As there were District or County Councillors present at last year's meeting, Cllr Woodward suggested inviting a speaker - Either someone to talk on re-cycling or the Warden from ham Fen where the beavers have been re-introduced. After some discussion it was agreed that a speaker on re-cycling would be of interest to the members and parishioners. The Clerk to book a speaker. **Action Sarah Wells**

b) Outside Events

- i. ACRK - Community Hall Conference - 14th April 2007 - Booking acknowledgement
- ii. Private Viewing of Ringlemere Cup
- iii. Dover Waste management Forum 19th Feb 2007
- iv. Enjoy St George's Day 23rd April 2007
- v. DDC - Funding workshops 8, 12 and 14th March 2007

i to v were discussed and noted by the Council

9. PARISH PLAN

- i. Letter from G.W.Finn & Sons - LDF Process

After some discussion it was agreed that the members would like to meet with Mr J Sampson to hear his thoughts on a possible site for housing development in line with the LDF process. The Clerk to invite Mr Sampson to the next meeting of the Council on the 27th March 2007. **Action Sarah Wells**

10. CORRESPONDENCE

a) Correspondence needing a response/Action

- i. Request to be considered for Local Needs Housing

The Clerk to put the letter on file and copy to Cllr Ford.

Action Sarah Wells

- ii. Letter from Town and County Housing - ref letting of 1-5 The Airies

Noted no further action required.

- iii. Sustainable Communities Bill Passes 2nd Reading
- iv. Sustainable Communities Bill - Rally 26th March & Draft letter for MP
- v. Elect the Lords - House of Lords reform

Discussed and noted.

b) Consultation Documents

c) News letters and Circulars

- i. E-mail from PC Mick Wright Ref Avian Influenza
- ii. ACRK - News
- iii. Local Councils Update
- iv. DDC Close to Home
- v. Green Gang Activities - Feb & March
- vi. Southern Water - Winter update 2007
- vii. Eastern and Coastal Kent NHS - Improving neuro-rehabilitation in east Kent

The above were discussed and noted by the Council.

d) Other

- i. DDC - Elections 3 May 2007

The timetable for Parish Council elections was discussed. The Clerk advised the members to phone the electoral registrations officer to get their nomination packs.

- ii. STARR Initiative - Letter from Andrew Lown

Andrew Lown requested the Councils permission to visit the Parish and discuss possible projects that would complement the Sandwich action plan. Cllrs Smith and Woodward said they would meet with him as this would fit into the Parish Plan process.

Action Sarah Wells

11. HIGHWAYS

- a. DDC Litter Bins

Further to the Councils request that the 4 x tulip style litter bins in the parish be replaced, DDC had e-mailed to say they would fund two of the new bins, it was proposed by Cllr Baker and Seconded by Cllr Smith that the Council pay for the other two bins. Total cost £258.00. The Clerk to inform DDC.

Action Sarah Wells

- b. Stagecoach - Light Oak Hill bus shelter
- c. Kent Highways Services - Light Oak Hill bus shelter

- d. Kent Highways Services- Understanding leaflets
- e. Kids Trails
- f. Explore Kent

The above were noted by the Council

- g. Letter ref kissing gate on EE219

The Clerk to respond.

Action Sarah Wells

12. FINANCE

a) Budget

Nothing to discuss

b) Invoices

None received

c) Other

- i. Nat West - Safe custody Invoice
- ii. KCC Pension Scheme Information
- iii. Audit Commission - Appointment of External Auditor
- iv. Invitation to Join ACRK - £35
- v. DDC Budget Consultation
- vi. The new computer purchased by Eastry PC for the Clerk did not come with a copy of Microsoft Office. This is causing problems as files sent in Works can not be opened by a number of the Clerks contacts, including Councillors. A copy of Office can be brought for £100 excluding VAT. It was proposed by Cllr Woodward and seconded by Cllr Smith that the Council pay half the costs. All agreed.

13. PAYMENTS

	Cheque No
a) £64.20 Mr Newport 12 Feb to 9 March 12 x £5.35	828
b) Clerks Salary Feb £249.31	
-£14.96 LGPS	
£234.35 Taxable pay	
	£ 51.70 Inland Rev 829
	<u>£182.65</u> 830
	£234.35
c) £40.64 Local Government Pension Scheme Nov £14.96 + £25.68 Employer	831
d) £9.99 Reimburse Clerk - Parallel to USB printer cable.	832
e) £50 Microsoft Office 2003.	833

14. DATE OF NEXT MEETING

The next Ordinary meeting of the Parish Council will take place on Tues 27th March 2007

Cllr Ovended declared a prejudicial interest and left the meeting, Cllr Baker took the Chair.

15. VILLAGE GREEN

a. Signs

The proposed wording and positioning of signs at the Village Green were discussed and changes to the Clerks draft agreed. The Clerk to place an order for the signs. **Action Sarah Wells**

b. The provision of Play equipment was discussed. The members would still like to see additional equipment on the site, the Clerk to contact leisure services to find out if any funds were available. **Action Sarah Wells**

The meeting closed at 9.15pm