

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL
HELD ON TUESDAY 29th APRIL 2008 6.00pm AT WOODNESBOROUGH VILLAGE HALL IN
THE KITCHIN**

Present: -Councillors	D Woodward (Chairman)	B Wiseman	D Smith
	G Boorman	B Baker	R Ovenden (part)
	S Hoskins	K Ellen	
	Sarah Wells Clerk to the Parish Council		2 Members of the Public
	Dist Cllr Butcher		

1. APOLOGIES

Cllr D Ford & PC Ian Woodland. Cllr Ovenden would be late arriving

2. MINUTES OF THE LAST MEETING

It was proposed by Cllr Baker and seconded by Cllr Boorman that the minutes of the Meeting of the Parish Council held on 25th March 2008 be signed as a true and correct record. All agreed and the Chairman signed the minutes.

3. ACTION FROM THE LAST MEETING

The Clerk had added PACT to the agenda.

Action Discharged

Forthcoming Events

Council Events

Annual Parish Meeting 29th April 2008 7.30pm

The Clerk had produced a Finance report to be presented at the meeting.

Action Discharged

Cllr Baker had arranged for the catering and Cllr Woodward had provided the wine and glasses.

Action Discharged

Police Parish Forum – April 24th 7.00pm DDC Offices – Cllr Wiseman had attended.

Action Discharged

Village Hall

The Clerk had written to the Chairman of the VHC as agreed.

Action Discharged

Forthcoming Events

Outside Events

i.Sandwich neighbourhood forum dates – 22nd May, 24th July, 9th October and 5th February 2009 – the Clerk had passed all the relevant information to Cllr Smith.

Action Discharged

Highways

Light number 857992, Claremont Terrace - The Clerk had spoken to one of the officers at Kent Highways Services – there is a power supply problem with this light, it had been passed to EDF for action, however EDF do not have any service targets for this type of fault and will get round to it as an when they have time.

Action Discharged

The Bus Shelter in Claremont Terrace – The Clerk had reported the damage to the Police and DDC.

Action Discharged

4. POLICE AND COMMUNITIES TOGETHER (PACT)

PC Woodland had sent his apologies for this meeting as he would be attending the Annual Parish Meeting later in the evening.

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) DDC Member Code of Conduct – Compulsory Training

Noted by the members

- c) E-mail from DDC ref freedom of Information Act request for Monitoring Officer Advice

The members agreed that such information should be exempted under section 36 of the Act on the grounds that if it were to be public then the Monitoring Officer would feel constrained in giving advice and Councillors would become reluctant to seek advice. The Clerk to respond to DDC. **Action Sarah Wells**

6. PLANNING

a) Planning Applications

i. DOV/08/00341

Proposal: Installation of a cesspool

Location: 6 Beacon Lane, Woodnesborough

It was agreed that this application should be positively supported by the Council.

ii. DOV/08/00340

Proposal: Installation of a cesspool

Location: 5 Beacon Lane, Woodnesborough

It was agreed that this application should be positively supported by the Council.

b) Planning Decisions

None received

Cllr Ovenden joined the meeting 6.15pm.

c) Correspondence

- i. KCC – Proposed Changes to Planning Application Process
- ii. Copy of an E-mail sent to DDC Planning from Mrs Baker

Noted by the members

iii. Eythorne Parish Council – Hospital Petition

The members did not feel that starting a petition in the village would be of any benefit.

d) Consultation Documents

i. DDC – Local Development Framework

Cllrs Woodward, Smith and Hoskins had read the document. There had not been any changes since the last draft had been published 18 month ago, the Council agreed with the inclusion of the Lasslets site for development. The Council would also like to see a Village Hall built on the Sandwich road site but felt that 37 houses and a village hall as a frontage development was impractical. They would prefer to see a Village Hall built at the back of the site away from the road and residential properties, screened to prevent an intrusion on the landscape, they also felt that 20 properties would be a more realistic number for frontage development.

The members would also like the Wood Ash garage site reassessed for inclusion as a residential development site. The Clerk to forward the Council's comments to DDC. **Action Sarah Wells**

7. VILLAGE HALL

The outside light overlooking the Car park was not working, the Clerk to get an electrician out to make any necessary repairs. **Action Sarah Wells**

8. REPORTS

a) Dist Cllr

Dist Cllr Butcher reported on the Code of Conduct, New Planning application procedures and the LDF.

b) Cllr Reports

Cllr Wiseman had attended the Parish and Police Liaison meeting – he reported that only 4 Parishes had attended. The Police would be writing to the Parishes to see if the meeting was worthwhile now that PACT was being rolled out.

9. FORTHCOMING EVENTS

a) Council Events

- i.** Annual Parish Meeting – Later this evening

a) Outside Events

- i.** Rural Housing Trust – Village Information Day – 23-4-08 2.30-7.30pm
ii. PCT Health and Wellbeing Spring Road shows 23 April to 2 May 2008

The above were noted by the members.

10. PARISH PLAN

- a)** Copy of Sutton By Dover Parish Design Statement - Noted

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

None received

b) Consultation Documents

- i. DDC – Street Scene Project – response by 19th May 2008

The members did not wish to comment on this project

- ii. DDC – Youth Strategy – Response by 7th May 2008

Noted but no comments felt necessary

- iii. DDC – Consultation on the Potential closure of five Sheltered Schemes and the White Cliffs Care Line – Response by 9th May 2007

Noted but no comments felt necessary

- iv. DDC Assessment of Fair Trade Status

Noted

c) News letters and Circulars

- i. No use empty – Kent Empty Property Initiative Spring 2008 Newsletter
- ii. South East England Regional assembly – The region's housing needs
- iii. Green Gang events

The above were noted by the members

b) Other

- i. Kent Police – Kent KeyLink
- ii. Kent Police - Offensive on heavy machinery thieves
- iii. NALC – Annual Conference and LCR

The above were noted by the members

11. WEB –SITE

The Clerk was not being asked to advertise any local events. The Web-site needs to be publicised more.

12. HIGHWAYS

- a) Kent Highways Services – Post Winter Pothole Repairs
- b) KCC – Access to Hospitals – New leaflets launched

Noted by the members.

- c) STARR - Street Lighting

Cllr Woodward asked for details of any lights that need replacing or areas that need lights. The lights at the bottom of Fir Tree Hill/Top the Street are not very effective.

13. FINANCE**a) Budget**

- i. Year End Accounts

The year end accounts were discussed in detail. It was proposed by Cllr Baker and seconded by Cllr Ellen that the accounts be adopted by the Council, all agreed. See appendix A

- ii. Audit Form Received
- iii. Precept received

Noted

b) Invoices

- i. £3330.40 (inc 496.02 VAT) Macemain + Amsted –

Noted

c) Other

- i. Notice Board

It was felt that a board in the vicinity of the new bus shelter would be of benefit to the parish. It was proposed by Cllr Smith and seconded by Cllr Boorman that a notice board should be purchased. All agreed.

- ii. Parish Council Insurance – Two quotes received

The Clerk had received two quotes for insurance. She reported that a new company had quoted and their premiums were 15% lower than the existing company, however at the moment the existing company was willing to match this quote. It was agreed that the Council should stay with the existing company provided the lower quote was matched.

Action Sarah Wells

14. PAYMENTS

		Cheque No
a) £3330.40 (inc 496.02 VAT) Macemain + Amsted		926
b) £66.24 Mr Newport 7-04-08 to 02-05-08		927
c) £191.29 Clerks Salary April 26 x 9.827	255.50	928
	Pension Contribution 6.5% <u>-16.61</u>	
	238.89 taxable Pay	
	<u>-47.60</u>	
	191.29 Clerks Salary	
d) £47.60 H M Revenue and Customs		929
e) £45.23 KCC LGPS Council Contribution 11.2%	28.62	930
	Clerks Contribution <u>16.61</u>	
	45.23	
f) £70.50 Ray Signs – Removal of historic village sign		932

15. DATE OF NEXT MEETING

The Annual Meeting of the Parish Council will take place on Tuesday 27th May 2008.

The Chairman gave his apologies for this meeting.

15. VILLAGE GREEN

Cllr Ovenden declared a prejudicial interest and left the meeting.

No business to discuss.

The meeting closed at 7.10pm