

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL  
HELD ON TUESDAY 11<sup>th</sup> DECEMBER 2007 AT 7.30pm AT WOODNESBOROUGH VILLAGE  
HALL**

**Present:** -Councillors      D Woodward (Chairman)      B Wiseman      B Baker      D Ford  
   G Boorman                              K Ellen              R Ovenden

Sarah Wells Clerk to the Parish Council

### **1. APOLOGIES**

Cllrs D Smith & S Hoskins

### **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 23<sup>rd</sup> October 2007 be signed as a true and correct record. All agreed and the Chairman signed the minutes.

### **3. ACTION FROM THE LAST MEETING**

#### **Village Hall**

- a) Cllr Ovenden was waiting for the insurance valuation on the Village Hall.      **Action Cllr Ovenden  
Ongoing**

#### **Forthcoming Events**

*DDC – Annual Liaison Meeting with Town and Parish Councils* –Cllr Woodward had attended.      **Action Discharged**

#### **Village Green**

- a) Safety inspection Report from Wicksteed – This had been reviewed.      **Action Discharged**

#### **Village Hall**

Fire Blanket – It was agreed that the Clerk would order a 1.2 x 1.2m fire blanket at the cost of £14.35.      **Action Sarah Wells  
Ongoing**

Table Storage – On hold

#### **Forthcoming Events**

*Web-Site Training 16<sup>th</sup> Nov – Maidstone-* The Clerk had attended.      **Action Discharged**

#### **Post Office Closure**

Flyers and draft letters had been delivered to every house in the parish.      **Action Discharged**

Cllr Ford reported that unfortunately the Post Office would be closing at the beginning of January and the shop will be closing at the end of January.

## Finance

Letter from Youth Club requesting Apr – Jun 2007 Grant money – The Clerk had included this in payments for this meeting. **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.
- b) Standards Board Minutes and Agenda

The above were noted by the members.

## 5. PLANNING

### a) Planning Applications

#### Circulated between meetings

#### i. DOV/07/01148

**Proposal:** Wind energy development comprising: erection of 5no. Wind turbines (max height 120m), together with access tracks, hard standing areas, electricity substation and temporary construction compound.

**Location:** Land West of Enfield Downs farm and East of Archers Court Road and Little Pineham farm, Langdon.

#### ii. DOV/07/01153

**Proposal:** Temporary siting (for 18 months) of 50m high meteorological monitoring mast

**Location:** Land West of Enfield Downs farm and East of Archers Court Road and Little Pineham farm, Langdon.

i and ii had been dealt with between meetings. The Council had objected to the applications on the following grounds.

- No evidence of surveys to prove that there is sufficient wind for turbines to be efficient on this site. The associated application for a 50m high meteorological monitoring mast at the same location implies that these readings have not been taken yet.
- The height and mass of the proposed turbines in this location would have a detrimental visual impact on historical sites such as Dover Castle.
- The perceived health and quality of life impact on those people living within 1.2 mile radius of the site.
- More suitable sites must be investigated, along side existing power stations.

iii. **DOV/07/01340**

**Proposal:** Removal of one Ash-leaved Maple

**Location:** The Old Vicarage, The Street, Woodnesborough

The members had no objections to this application.

**b) Planning Decisions**

None received

**c) Correspondence**

- i. Langdon Parish Council – Do you want to risk it? – Proposed Wind Turbines to be built near you.
- ii. Additional Information from Langdon PC ref Wind farm application
- iii. DOV/07/00325 – Erection of two storey extension(existing stable block to be demolished) Each End House, Each End – Appeal lodged

Noted by the members

- iv. Letter from Herron Planning Consultancy – Ref Woodash garage

The members were all in agreement that some form of small development at Woodash would be of benefit to the community. It was felt that a development of 5 properties was more likely to be looked on favourably by DDC Planning. The Clerk to write back to Herron Planning Consultancy expressing its support for this development.

**Action Sarah Wells**

**c) Consultation Documents**

None received

**6. VILLAGE HALL**

- a) Quote for window grill for Kitchen Window

After some discussion it was proposed by Cllr Baker and seconded by Cllr Ellen, that this quote be accepted. All agreed, the Clerk to write and accept the quote.

**Action Sarah Wells**

**7. REPORTS**

- a) **Dist Cllr**

None present

- b) **Cllr Reports**

Cllr Woodward gave a report on the DDC Liaison meeting.

**8. FORTHCOMING EVENTS****a) Council Events**

Nothing planned at this time

**c) Outside Events**

- i. DDC – Post Office Network Change – 6-11-07 4.00pm DDC Offices –

Cllr Woodward had attended and made a presentation in support of retaining the Post Office.

- ii. Kent Highways Services – Prioritising Investments Programmes for Kent’s Integrated Network – 10<sup>th</sup> Jan 2008 9.30to 12.30 Ramada Hotel Maidstone
- iii. DDC – Youth Strategy 2008-2012 12 Dec 2008 9am to 12.30pm The Ark, Hoah’s Ark Road, Dover

iii and iv were noted by the members.

**9. PARISH PLAN****a) Letter from G W Finns**

The letter was discussed briefly, it was agreed that the working party would met to discuss the content over the next month.

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

None received

**b) Consultation Documents**

- i. DDC – District Strategies for Sport and Recreation and Parks and Open Spaces Second Stage Consultation – By 14<sup>th</sup> Dec
- ii. Kent Fire and Rescue Service – Integrated Risk Management Plan 2008/09 – By 18-1-08

Noted, no response felt necessary.

- iii. KENT Police – Policing Kent 2008/09 Survey – By 23<sup>rd</sup> Jan
- iv. Eastern and Coastal – PPIF – Questionnaire by 14<sup>th</sup> Dec

Cllr Wiseman to respond to iii and iv on behalf of the Council.

**c) News letters and Circulars**

- i. Southern Water – November Update
- ii. ACRK – News
- iii. Erha – Investing in Affordable Homes
- iv. Clerks and Councils Direct

Noted by the members

**d) Other**

- i. Eythorne PC – Asking for support for a hospital in Dover

The Clerk to write a letter of support.

**Action Sarah Wells**

- ii. Letter from Dr S Ladyman Ref Post Office
- iii. KENT Police – Follow up to Liaison Meeting
- iv. Southern Water – Customer Research
- v. .e-mail from Jan Gailbraith – Concerned for residents over shop closure

The above were noted by the members.

**11. BUS SHELTER**

To consider plans for the purchase and installation of a bus shelter near the Post Office.

Cllr Woodward had put together a proposal for the provision of a bus shelter in the Street, just up from the Post Office. There is grant money available for half the costs, the total cost of the project would be £3,419.68. The Council would need to pay £1710.

There followed a long debate on the provision of a bus shelter. After 10 minutes of discussion it was proposed by Cllr Ellen that the PC should pay for half the bus shelter provided grant money could be obtained for the other half, this was seconded by Cllr Baker. 5 in favour, 2 against the motion was carried.

Cllr Woodward to forward the necessary information to the Clerk so she could send off the grant application form.

**Action Cllr Woodward  
& Sarah Wells**

**12. WEB –SITE**

To consider the type of information the members would like to see on the web site

It was agreed that a list of the current Council members should be put on the site, this would not include photographs or contact details. Also a brief history of the Parish with some photographs, Cllr Woodward to investigate.

It was also agreed that the minutes could be posted before they had been confirmed, however it would be made clear that they were unconfirmed.

It was felt that information about the village hall with booking details with fees would be useful, however this would wait until a new booking clerk had been appointed.

The Chairman thanked the Clerk on behalf of the members for undertaking the training and managing the Web-site.

**13. HIGHWAYS**

- a) Kent Highway Services – Divisional manager leaving

Noted

- b) DDC – Parking Plans for Dover, Deal and Sandwich

To be circulated and discussed at the next meeting.

#### 14. FINANCE

##### a) Budget

- i. DDC – Precept Due by 11-1-08
- ii. To decide on next years precept

There followed a long debate on how much the Council should precept for in 2008/09. The Clerk informed the members that the Council reserves had been halved during the current financial year. After detailed discussions on what functions the Council wished to perform next year it was proposed by Cllr Ovenden that the Council should precept for £9000. This was seconded by Cllr Ford. It was proposed by Cllr Baker that the proposition be amended to £10,000 this was seconded by Cllr Wiseman.

The amendment was put to the vote, 5 in favour and 2 against. The amendment having been carried the proposition to precept in the amount of £10,000 was put to the vote. 5 in favour and 2 against.

##### b) Invoices

- i. £575 T C Ovenden – Green Mowing for 2007
- ii. £200.19 Ken Butcher – gardening Services
- iii. £60.00 Chris Broad – outside lights Village Hall
- iv. £303.15 DDC – Two litter bins

Noted by the members

##### c) Other

- i. Clerks Salary Review - Revised Pay Scales -The new pay rates that should have come into effect on 1<sup>st</sup> April 2007 have now been agreed.

The Clerk's contract states that the following three elements should be reviewed every year on 1<sup>st</sup> April. This was not done this year as the new pay rates were not known.

Hours currently paid for 26 a month.

Spinal column point currently SCP22, this is the highest point available for this size Council.

Office allowance currently £19 a month.

The Clerk left the room whilst discussions took place. It was agreed that the hours paid should remain the same, the new pay rate for level SCP22 should be adopted and back dated to 1<sup>st</sup> April 2007 and the Office allowance should be increased to £20 a month effective 1<sup>st</sup> April 2007.

The Clerk returned to the meeting.

- ii. Audit for 2006/07 complete – No problems raised

Noted.

- iii. Mr Newport Xmas bonus

It was proposed by Cllr Baker and seconded by Cllr Woodward that Mr Newport should be given a xmas bonus of £50, all agreed.

11-12-07

**15. PAYMENTS**

		<b>Cheque No</b>
a) £66.24 Mr Newport	19-11-07 to 14-12-07	890
b) £66.24 Mr Newport	17-12-07 to 11-1-08	891
c) Clerks Salary Dec	£249.31	
	<u>-£14.96</u> LGPS	
	£234.35 Taxable pay	
	£ 51.48 Inland Rev	892
	<u>£182.87</u>	893
	£234.35	
d) £40.64 Local Government Pension Scheme Oct	£14.96 + £25.68 Employer	894
e) £416	Youth Club	895
f) £500	Village Green Rent R Ovenden	896
g) £575	T C Ovenden – Green Mowing 2007	897
h) £00.05	Car Park rent Mr & Mrs Denning	898
i) £00.05	Drive way Rent Mr Collingwood	899
j) £200.19	– K J Butcher – gardening Services	900
k) £60.00	– Chris Broad – Village Hall outside lights	901
l) £303.15	DDC Litter bins – 258 plus VAT	902
m) £ 51.00	Mr Newport’s Xmas Bonus	903

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

**16. DATE OF NEXT MEETING**

The next Ordinary meeting of the Parish Council will take place on Tues 22<sup>nd</sup> January 2008

**17. VILLAGE GREEN**

Cllr Ovenden declared a prejudicial interest and left the meeting.

a) Safety inspection Report from Wicksteed

Cllrs Boorman and Woodward had looked at the report during a site visit to the green. Only low risk items had been identified, Cllr Boorman to undertake some minor repairs identified by the report.

b) Quotes for mowing the green in 2008

Two quotes had been received for mowing the green, after a brief discussion it was proposed by Cllr Baker and seconded by Cllr Wiseman that the quote from Tim Ovenden should be accepted. All agreed.

The Clerk to write and accept the quote.

**Action Sarah Wells**

The meeting closed at 9.40pm