

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL
HELD ON TUESDAY 29th JANUARY 2008 7.30pm AT WOODNESBOROUGH VILLAGE HALL**

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

Sarah Wells Clerk to the Parish Council

1. APOLOGIES

Cllrs D Smith, S Hoskins D Ford & B Baker

2. MINUTES OF THE LAST MEETING

It was proposed by Cllr Boorman and seconded by Cllr Ellen that the minutes of the Meeting of the Parish Council held on 11th December 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

Cllr Ovenden had been given a verbal valuation of the Village Hall. **Action Discharged**

Fire Blanket – The Clerk had ordered the Fire Blanket. **Action Discharged**

Planning

Correspondence

Letter from Herron Planning Consultancy – Ref Woodash garage – the Clerk had responded as agreed. **Action Discharged**

Village Hall

Quote for window grill for Kitchen Window – The Clerk had accepted the quote. **Action Discharged**

Correspondence

Other

Eythorne PC – Asking for support for a hospital in Dover – The Clerk had written a letter of support. **Action Discharged**

Bus Shelter

The grant application had been submitted. **Action Discharged**

Village Green

Quotes for mowing the green in 2008 – The Clerk had accepted the quote from Tim 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

- b) Order and Regulations Relating to the Conduct of Local Authority members in England – Consultation

All the members were against mandatory training on the code of conduct. They felt that making code of conduct training compulsory would lead to Councillors resignations. As all Parish Councillors are volunteers that do not receive any recompense for the time spent undertaking Council duties it was felt that making them attend training events would be unreasonable. Several members had attended the last lot of training on the code and had felt the courses were appalling, they were long winded and badly delivered. The members would not be willing to amend their current adopted code to include mandatory attendance at training events. The Clerk to respond to the consultation.

Action Sarah Wells

- c) Standards Board Minutes and Agenda – To be circulated

5. PLANNING

a) Planning Applications

Circulated between meetings

Seen between meetings

i. DOV/07/01342

Proposal: Erection of two storey side extension

Location: Cornerways, Fleming Road, Woodnesborough

Seen by Cllr Woodward, Ovenden and Wiseman – No objections raised

b) Planning Decisions

- i. DOV/07/01067 – Granted Removal of Condition – Foxborough farm Kennels, Foxborough Hill, Woodnesborough.

c) Correspondence

- i. DDC – Affordable Housing Supplementary Planning document

d) Consultation Documents

a to d were discussed and noted by the members

6. VILLAGE HALL

- a) Electrical Inspection Report

Noted by the members

b) Car Parking – Cllr Woodward had been able to find only one mention of the change in the number of car parking spaces, it was agreed he should consult with the solicitor. **Action Cllr Woodward.**

7. REPORTS

a) Dist Cllr

No district Cllr Present.

b) Cllr Reports

No reports received

8. FORTHCOMING EVENTS

a) Council Events

- i. Annual Parish Meeting – 29th April 2008 7.30pm (ordinary meeting 6.00pm)

It was agreed that a speaker should be invited to the Annual parish meeting, Cllr Woodward to investigate.

Action Cllr Woodward

It was also agreed that a Police report should be added to the agenda, the Clerk to invite a police officer to attend.

Action Sarah Wells

It was felt that as the turnout of District and County Councillors had been very poor over the past few years that the reports section should be the last part of the agenda and that they be requested to provide a written report outlining what activities that had been undertaken on behalf of the parish in the past year. This would be included in a report pack to be produced by the Clerk. The Clerk to write to the district and County councillors.

Action Sarah Wells

It was also agreed that the Clerk should produce a Finance report to be presented at the meeting.

Action Sarah Wells

b) Outside Events

- i. Lord Lieutenant Of Kent – Civic Service Canterbury cathedral Tuesday 4th March 2008

The Chairman said he may be able to attend, the Clerk to forward the details to him. **Action Sarah Wells**

9. PARISH PLAN

a) Letter from G W Finn & Son Ltd – Woodnesborough Road Site

The contents of the letter were discussed; the members did not feel it would be prudent to sign up to the Heads of Terms when the LDF process had another 4-6 years to run. Cllr Woodward and Smith were authorised to meet with a representative of G W Finn & Sons to discuss the matter.

10. CORRESPONDENCE

a) Correspondence needing a response/Action

- i. DDC – Cllr Julie Rook – Asking for information on local groups and activities

It was agreed the Clerk should forward a copy of the Parish magazine, with a note informing Cllr Rook that the information she required is not readily available.

Action Sarah Wells

b) Consultation Documents

- i. DDC – Budget Consultation 2008/09 and Corporate Plan 2008/2020 – By 27-2-08

This document was noted by the members, no comments were felt necessary.

- ii. DDC – parking Plan for Dover, Deal and Sandwich

It was agreed the Council would write and protest at the increase in parking charges in Sandwich.

Action Sarah Wells

c) News letters and Circulars

- i. Southern Water – Water Resources Update – Winter 2007
- ii. DDC – Close to Home
- iii. Oast to Coast

The above were noted by the members

- iv. Southern Water – Strategic Direction Statement & stake Holders report
- v. The Bulletin - To be circulated
- vi. Clerks and Councils Direct- To be circulated
- vii. Superannuation Fund – Reports and Accounts 2007- To be circulated

iv to vii were put on circulation.

d) Other

- i. Kent Air Ambulance Trust - Annual Report
- ii. Local Works – Sustainable Communities Act
- iii. Volunteer Centre – Criminal Records Bureau (CRB) Free Workshops
- iv. Community Responders

The above were discussed and noted by the members.

11. POST OFFICE SERVICES

- a) E-mail from Jan Galbraith ref Services Provided by Local Shop

The possibility of replacing some of the services undertaken by the local shop and post office was discussed. The Chairman and Clerk had met with Sean Carter of ARRK. He had informed them that additional Post Office out reach service were not being provided anywhere in Kent. Several suggestions had been made on how to provide services but they all relied on volunteers to run them or provide transport. The members were uncertain if volunteers could be found to undertake these tasks in the long run.

The Chemist and Foodstore in Eastry were willing to make deliveries to the Parish. It was also suggested that the DART bus service could be better utilised. The Clerk to investigate. **Action Sarah Wells**

- b) Roger Gough KCC – Post Office Closures - Noted.

12. WEB –SITE

The site had received about 850 hits. The Clerk asked that she be informed of any events in the Parish so she could add those to the site.

13. HIGHWAYS

a) Kent Highways Services – Draft Permit Plan –

This document was put on circulation for discussion next month.

b) A20 Road Improvements on Dover

Noted

14. FINANCE**a) Budget**

Receipts and Payments to 31-12-07

The Clerk ran through the figures (see appendix A). It was proposed by Cllr Ellen and seconded by Cllr Wiseman that the receipts and payments account should be adopted by the Council, all agreed.

b) Invoices

- i. £ 32.25 SLLC Membership
- ii. £198.00 + VAT – Wyman Electrical Ltd – Electrical Testing Village Hall
- iii. £135 + VAT – Audit Commission – 2006/07 Audit

The above were noted by the members

c) Other

- i. KCC – Local Government Pension Fund – Actuarial Valuation

Noted by the members

15. PAYMENTS

		Cheque No	
a) £66.24 Mr Newport	14-01-08 to 09-02-08		907
b) Clerks Salary Jan 08			
Monthly Salary 26 x 9.827		255.50	
Back Pay From April 2007 9 months		55.69	
26 x 0.238 = 6.188 x 9 = 55.69		311.19	
Pension Contribution 6%		-18.67	
		292.52	
Tax to be deducted BR		-64.46	
		228.06	
Council Pension Contribution 249.31 x 10.3%		32.05	
		18.67	
		50.72	
		KCCLGPS	906
			H M revenue & Customs 904
			Clerk 905

- c) £165.68 Clerks Expenses Oct to Dec 07
 £60.00 Office Allowance Oct - Dec
 £6.00 Back Allowance Apr - Sept
 £10.50 Broadband
 £10.50 Telephone
 £78.68 Mileage 141 x 5.8p
£165.68

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|---------------------------------|-----|
| d) £32.25 SLCC – membership | 909 |
| e) £232.65 Wyman Electrical Ltd | 910 |
| f) £158.63 Audit Commission | 911 |

It was proposed by Cllr Ellen and seconded by Cllr Boorman 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 26th February 2008

17. VILLAGE GREEN

Cllr Ovenden declared a prejudicial interest and left the meeting.

There was no business to discuss and the Chairman closed the meeting at 8.45pm.