

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL
HELD ON TUESDAY 25th MARCH 2008 7.30pm AT WOODNESBOROUGH VILLAGE HALL**

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

Sarah Wells Clerk to the Parish Council

1. APOLOGIES

PC Ian Woodland

The Chairman closed the meeting.

The Chairman welcomed Sergeant Nicky Steel who had attended the meeting to explain that as part of the roll out of community policing, Kent Police were asking that PACT (Partners and Communities Together) become a permanent agenda item and that a local police officer be invited to attend all Council meeting. She was aware that PC Woodland had already been invited to attend Woodnesborough Parish Council meetings; however this would be a formalisation of this arrangement that would allow actions for the Police to be minuted.

The members felt that this arrangement would be of benefit to the local community.

The Chairman thanked Sergeant Steel and reopened the meeting. It was proposed by Cllr Baker and Seconded by Cllr Boorman that PACT become a regular agenda item, all agreed. **Action Sarah Wells**

2. MINUTES OF THE LAST MEETING

It was proposed by Cllr Boorman and seconded by Cllr Baker that the minutes of the Meeting of the Parish Council held on 26th February 2008 be signed as a true and correct record. All agreed and the Chairman signed the minutes.

3. ACTION FROM THE LAST MEETING

Forthcoming Events

Council Events

Annual Parish Meeting 29th April 2008 7.30pm

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

Action Sarah Wells Ongoing

Agenda Distribution – The Clerk had produced the agendas

Action Discharged

Village Hall

Police Surgeries – The Clerk had informed the Village Hall booking Clerk that the Hall should be made available free of charge for Police Surgeries.

Action Discharged

Cllr Baker would arrange for the catering and Cllr Woodward would obtain the wine and glasses.

Action Cllrs Baker and Woodward ongoing

Outside Events

Police Parish Forum – April 24th 7.00pm DDC Offices - Cllrs Woodward and Wiseman to attend.

Action Cllrs Woodward & Wiseman ongoing

Age Concern Sandwich – Meeting Thursday 20th March 7.00pm – The Clerk had copied the information to Val Smith.

Action Discharged

Correspondence**Correspondence needing a response/Action**

Sandwich neighbourhood Forum – The nomination of a representative had been put on the agenda of this meeting.

Action Discharged

Highways

KCC – Dover Kent Karrier Service – The Clerk had passed the leaflets to the Chairman who had made arrangements for them to be distributed at Coffee Pot.

Action Discharged

Notice Board – The Clerk had asked for a quote for a notice board. Cllr Wiseman had approached a local tradesman but he had been unable to take on any work at this time.

Action Discharged

The Clerk had also asked for the Parish Council Notice Board glass to be replaced. **Action Discharged**

Finance

Village Hall Insurance – The Clerk had arranged for accidental injury cover to be added to the policy.

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
- c) Town and Parish Standard

The above were noted by the members

5. PLANNING**a) Planning Applications****i. DOV/08/00294**

Proposal: Erection of two storey side extension

Location: Cornerways, Fleming Road, Woodnesborough

After some discussion it was agreed that this application be positively supported.

Cllr Ford declared a prejudicial interest in the next application and left the room.

ii. DOV/08/00310

Proposal: Change of use and conversion to dwelling and associated external alterations (existing store to be demolished)

Location: The Old Post Office, The Street, Woodnesborough

There followed a long discussion with a variety of views on this application, from the discussion it was proposed by Cllr Baker and seconded by Cllr Smith that the Council positively support this application, this was put to the vote, 6 in favour and 1 against. The proposal was carried.

Cllr Ford returned to the meeting.

Cllr Ovenden declared a personal interest in the following application.

iii. DOV/08/00293

Proposal: Erection of Single storey side extension

Location: Coombe Farm Bungalow, Coombe Lane, Woodnesborough

After discussion of the plans it was agreed that the Council would positively support this application.

b) Planning Decisions

None received

c) Correspondence

- i. DOV/07/00448 – Erection of storage barn – Part of Rosedale farm, Marshborough Road – Appeal lodged against DDC's refusal of planning permission.

Noted

d) Consultation Documents

None received

6. VILLAGE HALL

The Clerk reported that on 10th March some tiles were dislodged from the village hall roof by the high winds. This had been reported to the Insurance Company and the VHC was getting quotes for the work. The policy excess for an insurance claim would be £100.

The Village Hall Chairman had informed the Police that as no payment was being received for the use of the Hall for Police Surgeries he would only be putting the heating on for half an hour. He had also asked the Police for a donation to cover the cost of the heating. The members felt this was uncharitable as this is a community service. The members felt that the cost of heating the kitchen for 2 hours once a month during the winter months was limited. The Clerk to write to the Village Hall Committee Chairman, informing him of the Council views and asking how much it would cost to heat the Village Hall Kitchen.

Action Sarah Wells

7. REPORTS

a) Dist Cllr

None present

b) Cllr Reports

None of the members had anything to report.

8. FORTHCOMING EVENTS

a) Council Events

- i. Annual Parish Meeting – 29th April 2008 7.30pm - Agenda distribution

The agendas were given to Council members to distribute.

b) Outside Events

- i. Sandwich neighbourhood forum dates – 22nd May, 24th July, 9th October and 5th February 2009.
The Council need to elect a representative for these meetings.

After some discussion Cllr Smith said he would take on the role as Neighbourhood Forum representative for the next year. The Clerk to copy the committees terms of reference and meeting dates to him.

Action Sarah Wells

9. PARISH PLAN

It was agreed that the Parish Plan should be published without information about a new village hall, as this would delay publication for another 2-4 years.

10. CORRESPONDENCE

a) Correspondence needing a response/Action

None received

b) Consultation Documents

None received

c) News letters and Circulars

- i. Clerks and Councils Direct
- ii. Enjoy St Georges Day

Noted.

d) Other

- i. Save Parish Councils Petition

This e-mail had been forwarded to the members earlier in the day; a number of them had already signed the online petition.

11. WEB –SITE

The Clerk reported that she was not being sent any information by local groups or societies, even though the web site had been advertised in the Parish Magazine and the roundup section of the Mercury.

12. HIGHWAYS

- a) Kent Highways Services – PIPKIN
- b) Kent County Council – Definitive map modification

The above were noted by the members.

- c) Light number 857992, Claremont Terrace had been reported out of service over a month ago. The Clerk to chase up Kent Highways services. **Action Sarah Wells**
- d) The Chairman reported that the installation of the new bus shelter had been delayed as the manufacturer was having difficulties getting some of the materials.
- e) The Bus Shelter in Claremont Terrace had been damaged by vandals and was a sometime hangout for youths drinking alcohol. The Clerk to inform DDC and the Police. **Action Sarah Wells**
- f) The Chairman explained that the solar powered street light installed on Oak Hill to light the bus shelter was being removed. Kent Highways had installed the light without the land owner's permission and without contacting the Parish Council. The land owner was very upset that they had cut back several trees also without permission. The land owner would be prepared for a small street light to be installed subject to consultation. Unfortunately Kent Highways are not prepared to fund the provision of power for such a light.

13. FINANCE

a) Budget

The Clerk would produce the year end figures as soon as possible after 31-3-08.

b) Invoices

None received.

c) Other

- i. KCC – BACS remittance Advice Bus shelter grant £1710

Noted

- ii. Invitation to Join KALC – Membership fee £264.70 + VAT

After a brief discussion it was proposed by Cllr Ovenden and seconded by Cllr Ford that the Council did not join KALC. This was put to the vote, six in favour of the proposal, and 2 abstentions. The motion was carried.

14. PAYMENTS

			Cheque No
a) £66.24 Mr Newport	10-3-08 to 4-4-08		919
b) Clerks Salary Mar	26 x 9.827	255.50	
	6% Pension Contribution	<u>-15.33</u>	
		240.17	Taxable pay
		<u>-53.02</u>	H M Rev & Customs 920
		187.15	Clerk 921
c) £41.65 KCC LGPS	Council Contribution 10.3%	255.50	
	Clerks Contribution	<u>15.33</u>	
		41.65	KCC LGPS 922
d) £666.62 Parish Council Insurance(Aon Limited)			923
e) £40 Petty Cash			924
f) £37.99 Toner cartridge – Reimburse Clerk			925

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

15. DATE OF NEXT MEETING

The next Ordinary meeting of the Parish Council will take place on Tues 29th April 2008 at 6.00pm in the Kitchen, followed by the Annual Parish Meeting at 7.30pm.

Cllr Ovenden declared a prejudicial interest and left the meeting.

16. VILLAGE GREEN

No business to discuss at this time.

The meeting closed at 9.00pm.