

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL
HELD ON TUESDAY 9th DECEMBER 2008 7.30pm AT WOODNESBOROUGH VILLAGE HALL**

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

Sarah Wells Clerk to the Parish Council PC Ian Woodland

The Chairman suggested that item 15 Finance be moved up the agenda. It would now be discussed after item 8 Village Hall.

1. APOLOGIES

Cllr D Smith

2. POLICE AND COMMUNITIES TOGETHER (PACT)

PC Woodland gave a report and answered questions from the members.

3. MINUTES OF LAST MEETING

It was proposed by Cllr Hoskins and seconded by Cllr Ford that the minutes of the last meeting held on the 28th October 2008 be signed as a true and correct record, all agreed and the Chairman signed the minutes.

4. ACTION FROM THE LAST MEETING

Over Grown Hedges Fir Tree Hill – The Clerk had written to the Land owner, but as yet no action had been taken. It was agreed she should report the problem to the highways department.

Action Sarah Wells Ongoing

Village Green

Padlock – The Clerk had not yet purchased a new lock.

Action Sarah Wells Ongoing

Planning

Consultation Documents

Street Scene Consultation – The Clerk had not received any comments from members. **Action Discharged**

Village Hall

Work to back at rear of the Stage area - Two additional quote had been received. **Action Discharged**

Correspondence

Correspondence needing a response/Action

Request for dog waste bin near Coombe Lane/ Marshborough Rd junction – Cllr Boorman and Woodward had both looked at the area. **Action Discharged**

Consultation Documents

Southern Water 2007-2008 Stakeholder Report & questionnaire – Cllr Ford had not returned the report.

Web- Site

The information on Bio Tanks had been put on the web site.

Action Discharged

Finance**Budget**

2009-2010 Precept – The Clerk had produced a draft budget including the £3000 for Village hall repairs.

Action Discharged

Other

Bank mandate – The new mandate had been forwarded to the bank, there had been a slight problem with the forms but these had been resolved.

Action Discharged

Village Green

Tender for mowing the green in 2009 – The quote from TC Ovenden had been accepted.

Action Discharged

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) Standards Board Minutes, Agenda, Reports and members Planning Code of Conduct

The above were noted by the members.

- c) Communities and Local Government – Real people , real power: Code of conduct for local authority members and employees – A consultation – by 24th Dec

The members had read this document but did not wish to make any comment.

6. FREEDOM OF INFORMATION

- a) To adopt the Model Publication Scheme

It was proposed by Cllr Baker and seconded by Cllr Boorman that the model publication scheme be adopted, all agreed. See appendix A.

- b) To agreed charges for the provision of hard copies

It was agreed that a fee of 10p per sheet plus the cost of 2nd class post should be charged for any hard copies of documents requested under the Act.

- c) To agree what information should be made available on the web site and what should be hard copy only.

It was agreed that as a general principle any information already held electronically should be put on the web site, any information that was only held on hard copy should be made available as a hard copy only. The Clerk to carry out the work required.

Action Sarah Wells

7. PLANNING**a) Planning Applications****i. DOV/08/00986**

Proposal: Erection of buildings for use as additional data storage and processing centre (ancillary to existing facilities), associated office accommodation together with new access from Marshborough Road, new internal roads and paths, car parking, cycle parking, landscaping and bunding, ground works and the installation of new services and infrastructure and other ancillary works and activities (existing buildings and telecommunications tower to be removed)

Location: The Bunker, Ash radar Station, Marshborough Road, Woodnesborough

Following discussion of the application it was agreed that the Council felt they must object to this application, although they had no concerns about the actual development, the proposed level of construction traffic is totally unacceptable to the local community for the timescales involved.

Planning Decisions

- i. DOV/08/00994 – Granted listed building consent – Extension to existing outbuilding incorporating a gym and games room – 2 Manor Barns, The Street, Woodnesborough
- ii. DOV/08/00993 – Granted full planning permission – Alterations to and erection of extension to existing outbuilding incorporating a gym and games room – 2 Manor Barns, The Street, Woodnesborough
- iii. DOV/08/00977 – Granted full planning permission - Alterations to fenestration and associated external alterations – Wood Ash Garage, Drainless Road
- iv. DOV/08/00887 – Granted full planning permission – Erection of pitched roof to replace existing flat roof – Ringlemere Cottage, Fleming Road, Woodnesborough
- v. DOV/08/00865 – Granted listed building consent – Enlargement of two windows in the rear elevation – 3 The Oast, Grove Manor farm, The Street, Woodnesborough

The above were discussed and noted by the members.

b) Correspondence

- i. Ecotricity APP/X2220/A/08/2071880/NWF – Site at land off Archers Court Road Estate office, Cornillo Partners, Sutton Court Farm, Church Hill, Sutton

The above were discussed and noted by the members.

c) Consultation Documents

None received.

8. VILLAGE HALL

- i. Quotes for work to remove earth from back of the hall

Cllr Ovenden declared a personal & prejudicial interest as his son was one of the contractors involved.

After a lengthy debate it was agreed that the lowest tender should be accepted, this tender had stated that the price would be “confirmed once width from building and depth from DPC had been established”. It was agreed that a condition of acceptance of the quote was that any change in the price should be in writing and that any increase should not increase the price to be higher than the 2nd highest quote. The Clerk to inform the contractor.

Action Sarah Wells

15. FINANCE

a) Budget

- i. 2008/09 predicted turnout
- ii. 2009-2010 Draft budget

The above were discussed in detail, Cllrs Ovenden and Ford wanted to reduce the precept. There followed a lengthy debate on the possible cost involved with repairing the Village Hall roof, several members felt that some funds should be put aside for this work. The precept had been £10,000 for the past 3 years. Cllr Ovenden proposed that the council precept be £9000 for 2009/10, this was seconded by Cllr Ford. Cllr Baker proposed an amendment to this, “that the council precept for £11,000 for 2009/10”, this was seconded by Cllr Wiseman. After some additional discussion this amendment was put to the vote, 5 in favour and 2 against. The amendment was carried. The Clerk to inform DDC of the precept. Cllr Ford left the meeting at 8.55pm.

09-12-08**b) Invoices**

- i. £39.40 Kemp Bros & Son Repairs to Notice Boards
- ii. £86.45 K J Butcher – servicing Flower beds
- iii. £37.25 SLCC members ship
- iv. £500.00 R G Ovenden – Village Green Rent

The above were noted by the members

c) Other

- i. Langdon PC – request for financial help with wind farm appeal.

The above were noted by the members

9. REPORTS**a) Dist Cllr**

None present

b) Cllr Reports

Cllrs Boorman and Woodward gave a report on the Town and Parish Council liaison meeting.

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

None planed

b) Outside Events

- i. Police Parish Forum 7.00pm 12th February 2009 – Agenda items submitted by 22 Jan 09
Cllr Wiseman to attend, the Clerk to send the RSVP. **Action Sarah Wells**

- ii. Lord Lieutenant of Kent – Civic Service at Rochester Cathedral on Thur 26 March 2009
The Chairman was unable to attend.

11. PARISH PLAN

Nothing to discuss at this time

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

None received

b) Consultation Documents

- i. Kent Fire & Rescue Service – Integrated Risk management Plan 2009/10 by 12/01/2009
Noted no response felt necessary.

c) News letters and Circulars

- i. English Rural Housing Association – Annual report 2008
- ii. Clerks and Council Direct

The above were discussed and noted by the members

d) Other

- i. DDC – Community Equality Seminar
- ii. BT response to DDC ref re-align payphone provision

The above were discussed and noted by the members

13. WEB –SITE

Freedom of information material to be added

14. HIGHWAYS

- i. Request for bin in Coombe Lane

Cllr Boorman had visited the site on three occasions and although there was some rubbish he had not seen any evidence of dog faeces. He did not feel the levels were any higher than in other parts of the village, and did not justify the expenses of a dog bin. It was however agreed that the environmental engineer should be asked to spend some time at this location. Cllr Woodward to speak to her, the Clerk to contact the person that requested the bin.

Action Cllr Woodward and Sarah Wells

- ii. Kent Highways Service – Permit Scheme – Further consultation

- iii. Linton PC – Boundary Stone identification project

The above were noted by the members.

16. PAYMENTS

			Cheque No	
a) £191.09	Clerks Salary Nov	26 x 9.827	255.50	972
		Pension Contribution	<u>-16.61</u>	
			238.89 taxable Pay	
			<u>-47.80</u>	
			191.09 Clerks Salary	
b) £47.80	H M Revenue and Customs			973
c) £45.23	KCC LGPS	Council Contribution	28.62	974
		Clerks Contribution	<u>16.61</u>	
			45.23	
d) £68.76	Environmental Engineer 20-10-08 to 14-11-08			975
e) £39.40	Kemp Bros & Son Repairs to Notice Boards			976
f) £86.45	K J Butcher – servicing Flower beds			977
g) £37.25	SLCC members ship			978
h) £191.09	Clerks Salary Dec	26 x 9.827	255.50	979
		Pension Contribution	<u>-16.61</u>	
			238.89 taxable Pay	
			<u>-47.80</u>	
			191.09 Clerks Salary	
i) £47.80	H M Revenue and Customs			980
j) £45.23	KCC LGPS	Council Contribution	28.62	981
		Clerks Contribution	<u>16.61</u>	
			45.23	
k) £68.76	Environmental Engineer 15-12-08 to 09-01-09			982
l) £500.00	R G Ovenden – Village Green Rent			983
m) £00.05	Village Hall Drive rent – Mr L Collingwood,			984
n) £00.05	Village Hall car park rent - Mr & Mrs Denning,			985

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

17. DATE OF NEXT MEETING

The Ordinary Meeting of the Parish Council will take place on Tuesday 27 January 2009.

18. VILLAGE GREEN

Cllr Ovenden declared a personal and prejudicial interest and left the meeting. There was nothing to discuss on Village Green.

The meeting closed at 9.15pm