

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL
HELD ON TUESDAY 22nd JULY 2008 7.30pm AT WOODNESBOROUGH VILLAGE HALL**

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

PC Ian Woodland

Sarah Wells Clerk to the Parish Council

1. APOLOGIES

Cllr D Smith

2. POLICE AND COMMUNITIES TOGETHER (PACT)

PC Woodland gave a report on the crime reports in the parish.

3. MINUTES OF LAST MEETING

It was proposed by Cllr Boorman and seconded by Cllr Ford that the minutes of the last meeting held on the 24th June 2008 be signed as a true and correct record, all agreed and the Chairman signed the minutes.

4. ACTION FROM THE LAST MEETING

Village Hall

Roof Repairs – Cllr Hoskins reported that although in a perfect world it would be nice to replace the whole roof, it was not necessary at this time, and that repair should be carried out as and when required.

Action Discharged

Bank at the rear of the hall – Cllr Woodward had spoken to the owners of the land to the rear of the Hall; the boundary lines had been identified. Although the owners were happy for work to be undertaken and agreed to access to their land on the Hall side of the fence they would not give permission for any plant of equipment to cross their land to get to the site.

Action Discharged

Correspondence

Correspondence needing a response/Action

BTCV – Pond and Tree Warden Information – The Clerk had spoken to BTCV and asked about the tree warden named on the form. They had informed her that although he had been a tree warden for many years he had recently moved into the area. He had informed BTCV of his change of address and had therefore been included on the form sent to the PC.

It was agreed that the Clerk should write and ask if he would like to become the Tree Warden for Woodnesborough.

Action Sarah Wells

DDC Cesspool Emptying Services – The Clerk had been unable to find any independent information on Bio tanks to be put on the web site. Cllr Hoskins said he would write something to explain how they worked.

Highways

- a) *The notice board was being obscured by a hedge* – the Clerk had written to the householder concerned.

Action Discharged

- b) *Woodnesborough Sign, Marshborough* – The Clerk had asked Kent Highways services for a new sign. **Action Discharged**
- c) *Directional sign on the Junction of Oak Hill and Foxborough Road* - This had been reported to Kent Highways Services. **Action Discharged**

Finance

Budget

Churchyard Grant request – the cheque would be drawn at this meeting. **Action Discharged**

Other

Mr Newport's retirement, his last day had been 2nd May 2008, it was agreed that the Council should present Mr Newport with a gift for his many years of service. It was suggested that this should take place at the Flower Show in August, as Mr Newport usually attended as did a lot of people in the Parish. It was agreed that Cllr Ellen would speak to the organisers of the show. **Action Cllr Ellen Ongoing**

Environmental Engineers position - Cllr Woodward should speak to the applicants

Action Discharged

Village Green

Annual Safety Inspection- This had been ordered.

Action Discharged

Foxborough Close Play area – The Clerk had written and asked DDC what they intended to do with this site. **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.

Noted by the members

6. PLANNING

a) Planning Applications

i. DOV/08/00710

Proposal: Erection of single storey front extension (existing garage to be demolished)

Location: Thorong-La, Foxborough Hill, Woodnesborough

After examination of the plans the members agreed to positively support this application.

ii. DOV/08/00667

Proposal: Erection of porch to front elevation single storey rear extension and erection of link block from main house to adjoining barn

Location: Buckland Farm, Woodnesborough, Sandwich

After examination of the plans the members agreed to positively support this application.

b) Planning Decisions

None received.

c) Correspondence

None received.

d) Consultation Documents

None received.

7. VILLAGE HALL

Roof – The Clerk to contact the Village Hall management committee and ask that the repair work be undertaken. **Action Sarah Wells**

Bank at the rear of the Hall – it was agreed that Cllrs Woodward and Ovenden would meet with a contractor to see how the work could be undertaken. **Action Cllr Woodward and Ovenden**

8. REPORTS**a) Dist Cllr**

No Councillors present and no written reports received.

b) Cllr Reports

No reports received.

9. FORTHCOMING EVENTS**a) Council Events****b) Outside Events**

- i. Sandwich Neighbourhood Forum – 24th July 2004

Cllr Smith to attend

- ii. Proposed expansion of The Bunker facility, former RAF Ash Radar Station – Consultation Ash Village Hall Tuesday 8th July to Tuesday 15th July

Several of the members had attended the presentation, although they did not object to the development in principle, there were concerns about the effect of the works traffic during the construction.

10. PARISH PLAN

The Parish Plan group to meet to discuss the plan and any possible actions that could be taken.

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

- i. Victim Support – Request for financial aid

The members did not wish to make a contribution to this organisation.

b) Consultation Documents

None received.

c) News letters and Circulars

- i. Guide to the sustainable communities Act

Cllr Ford felt this was a very important Act that could be useful to the Council.

- ii. Groundwork's News
- iii. Explore Kent
- iv. Clerks and Councils Direct
- v. Senior Citizens Forum
- vi. Stour View

ii to vi were noted by the Council.

c) Other

- i. Kent Fire & Rescue Service
- ii. Community Safety partnership Plan 2008-2011

The above were noted by the members.

12. WEB –SITE

The Clerk asked if anyone had any pictures of the village that could be added to the web site. Several of the members agreed to look.

13. HIGHWAYS

- a) Reply Highways ref Village Sign – Insufficient funds to provide a new sign

Noted by the members

Cllr Baker reported that the hedge on the Marshborough Road opposite Lasslets yard was overgrown, the Clerk to report to Kent Highways Services.

Action Sarah Wells

14. FINANCE

a) Budget

- i. Receipts and Payments for first quarter.

The figures were examined by the members, it was proposed by Cllr Baker and seconded by Cllr Wiseman that the first quarters accounts should be adopted by the Council, all agreed. See appendix A.

b) Invoices

- i. £636.04 KCC (KCS) – Bus stop installation

c) Other

- i. Environmental engineers position

Cllr Woodward reported that he had spoken to Mrs Waite and felt that she would be well suited to this position. After some discussion it was proposed by Cllr Baker and seconded by Cllr Hoskins that she be employed on a three month trial basis, starting on the 1st August. The Clerk was asked to buy the necessary equipment for Mrs Waite.

Action Sarah Wells

- ii. Mr Newport's retirement gift

It was agreed that the Council would purchase a tankard and get it engraved in time for Mr Newport's presentation.

Action Sarah Wells

15. PAYMENTS

			Cheque No	
a) £191.29	Clerks Salary July	26 x 9.827	255.50	947
	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			948
c) £45.23	KCC LGPS	Council Contribution	28.62	
		Clerks Contribution	<u>16.61</u>	
			45.23	949
d) £600	Woodnesborough PCC – Church yard grant			950
e) £45	Petty Cash			951
f) £636.04	KCC (KCS) – Bus stop installation			952
g) £190.89	Clerks Salary Aug	26 x 9.827	255.50	953
	Pension Contribution		<u>-16.61</u>	
			238.89 taxable Pay	
			<u>-47.80</u>	
		May overpayment	<u>-00.20</u>	
			190.89 Clerks Salary	
h) £47.80	H M Revenue and Customs			954
i) £45.23	KCC LGPS	Council Contribution	28.62	955
		Clerks Contribution	<u>16.61</u>	
			45.23	

It was proposed by Cllr Ford and seconded by Cllr Boorman that the above payments should be paid, all agreed.

16. DATE OF NEXT MEETING

The Ordinary Meeting of the Parish Council will take place on Tuesday 23rd Sept 2008.

17. VILLAGE GREEN

Cllr Ovenden declared a prejudicial interest and left the meeting at 8.45pm.

There was no business to discuss and the meeting closed at 8.46pm.