

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH
COUNCIL HELD ON TUESDAY 24th JANUARY 2017 AT 7.30pm IN THE COMMITTEE
ROOM AT WOODNESBOROUGH VILLAGE HALL**

Present: -Councillors D Woodward A Boniface (chair) D Ford
 D Smith G Boorman C Charter
 L Butcher
Sarah Wells Clerk to the Parish Council 1 Member of the Public

1) APOLOGIES

Cllrs B Baker & P Charlesworth. Dist Cllrs MJ Holloway & P Cater

2) DECLARATION OF INTERESTS.

None received.

3) MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary meeting of the Parish Council held on 13th Dec 2016 be duly signed by the Chairman as a true and correct record of the meeting.

4) ACTIONS OF THE LAST MEETING

New Village Hall

Email from KHS ref Signage - The Clerk had contacted the developer to ask for permission to install a sign. The developer had responded to say that it should be fine, however he was waiting on changes to the paperwork ref the soakaway on PC land. **Action Sarah Wells Ongoing**

Planning

The Clerk had responded to the planning application consultations. **Action discharged**

Correspondence

Dependent Carers allowance Survey – The Clerk had responded as agreed. **Action discharged**

Local Environmental group – request for financial aid in producing environmental study book. The Clerk had responded as agreed. **Action discharged**

New Village Hall

Play Equipment– Some of the quote had been received. **Action discharged**

Ground Work – The Clerk had requested quotes. **Action discharged**

Finance

Precept and Budget talks – The Clerk had produced a draft budget for discussion. **Action discharged**

5) PLANNING

- a) To consider and comment on planning applications submitted for consultation by DDC.**

- i) DOV/16/01481**

Proposal: Outline application for the erection of 2 detached dwellings (demolition of existing building) (all matters reserved)

Location: Land between The Vineries and April Cottage, New Street, Ash, CT3 2BW

The members had no objection to this application provided it does not disturb any protected wildlife. The members felt Ash PC should be consulted as the site is closer to Ash village than to Woodnesborough.

ii) DOV/16/01383

Proposal: Erection of a two story side extension

Location: 17 Foxborough Close, Woodnesborough, CT13 0NR

The members had no objections to this application.

b) Decisions

- i. DOV/16/011602 – Granted planning – Single storey rear/side extension – The Hollies, Flemming Rd

Noted by the members.

c) To consider and comment on planning correspondence

- i. DOV/16/00524 – Mast – Kings End farm – To committee 26-1-17 – Planning Officer recommends refusal.

Noted by the members.

6) REPORTS

To receive written or verbal reports from:-

a) Dist Cllr

None received.

b) Councillor Reports

Cllr Charter had been to the Dynamic Councillor training event, she had found it very informative.

7) FORTHCOMING EVENTS

To discuss and agree action relating to upcoming events.

a) Council Events

- i) Annual Parish Meeting – Set Date and discuss agenda

RESOLVED the APM should take place on Tuesday 9th May 2017. The Clerk to book the hall.

Action Sarah Wells

b) Outside Events

- i) KALC Dover Area Meeting – Wed 25th Jan – Phoenix Centre, Sandwich
- ii) Lord Lieutenant – Civic Service Rochester – Tue 14 March 2017 11am

The members did not wish to attend. The Clerk to RSVP

Action Sarah Wells

- iii) Battles Over – A Nations Tribute 11th Nov 2018

RESOLVED the Council wished to take part in the tribute. The Clerk to register.

Action Sarah Wells

8) CORRESPONDENCE

To discuss and agree action relating to correspondence received by the Council.

a) Consultation Documents

- i) KCC Draft drug and Alcohol Strategy 2017-2022

Noted by the members.

b) Newsletters and Circulars

- i) KALC Parish News
- ii) Clerks and Council Direct

Noted by the members.

c) Other

- i) Police Report – No Problems
- ii) Rural Policing Update Dec 2017

The above were noted by the members.

iii) Local resident unable to get Fibre Optic Broadband

The members sympathised with the author, however at this time the Councils funds were committed to other projects including the play area and outside gym. The Clerk to respond to the author.

Action Sarah Wells

iv) Historic Village Panels

The members did not feel the current sign needed any work.

v) KFRS/KALC Fire Hydrant Initiative

Cllr Charter to attend one of the open meetings.

Action Cllr Charter

9) KALC COMMUNITY AWARDS 2017

To discuss nominations and agree award

a) Three nominations received.

Three nominations had been received for the same people, it was agreed the nomination should be forwarded to KALC.

Action Sarah Wells

10) HIGHWAYS

To discuss and agree actions relating to highways issues

a) Speed Indicator Devise Installation

KHS had been out to meet the Clerk and Cllrs Baker and Charter on site to identify locations for the installation of post able to take a SID unit. Four sites had been located, however one of them was on private property and the owner, although sympathising with the problem was concerned that the post would interfere with the sightlines needed to exit there driveway.

Another possible location in Marshborough Rd was discussed. The Clerk to contact KHS and ask for the new site to be considered.

Action Sarah Wells

b) Footpath Modification

Noted, no objections raised.

c) Missing Lamp Posts

Street Lights Elmwood Park – The Clerk had made enquiries with KHS. The clerk reported that the lights belong to DDC and they were unaware that they had been removed. DDC were now dealing with the matter.

d) Dog Fouling EE220 and EE221

The Clerk to contact DDC to see if a new bin could be installed on the EE220 in the vicinity of the Village Hall.

Action Sarah Wells

11) NEW VILLAGE HALL

To discuss and agree actions relating to the New Community Hall

a) Play area Quotes

Two quotes had been received so far, two more companies had yet to send the plans and quotes.

RESOLVED once all the plans had been received a public consultation should be arranged.

Action Sarah Wells

b) Ground Work Quotes

RESOLVED the quote from Trevor Oku should be accepted for cutting fortnightly and weeding the hedges monthly during the growing season, March to Oct. Also for a one off initial cutting and weeding of the hedges to be undertaken immediately.

Action Sarah Wells

c) Renewable Heat Incentive Claim – Professional fees - £500.00

The Clerk reported that the paperwork required to complete the RHI claim was very complicated and needed expertise she did not have. She had been given the contact details for a heating company that undertook this work and had been given a quote of one day's work at the cost of £500.00.

RESOLVED the Council would pay this fee to ensure the claim is properly completed.

Action Sarah Wells

12) FINANCE

To discuss and agree actions relating to the Council Finances

a) Precept and Budget talks

The Clerk had produced the accounts to end of Dec 2016. She had also produced a predicted outturn for 2016/17. These were discussed. See Appendix A

RESOLVED the accounts as discussed should be adopted by the Council.

The Clerk had also produced a draft budget, this was discussed and agreed. See Appendix A

RESOLVED the draft budget for 2017/18 should be adopted by the Council.

The Precept for the following year was discussed.

RESOLVED the Council tax should be kept at the same level as last year. The Precept for 2017/18 to be set at £17,985 this added to the Council tax support grant of £229 would give a total resource of £18,214. The Clerk to complete the Precept demand form.

Action Sarah Wells

b) KCC Pension valuation

It was noted by the members that the employer's contribution would rise to 19.5% for the next three years following the triannual valuation of the fund. It was also noted that should the Council cease to be a members of the fund there would be a £6,120 debt payable to the fund as at 31st March 2016.

c) PWL Payment Due 30th Jan 2017

The payment was noted by the members. The loan had now been in place for a year and it is possible to make a partial repayment reducing the capital using the £37,500 from the Hammill Brickworks 106 agreement.

RESOLVED the Clerk should contact the Public Works Loan Board and enquire how to reduce the loan amount, it was agreed that if possible the repayments should be kept at the same level in order to reduce the length of the loan.

Action Sarah Wells

d) Village News Grant request

The proposal for a new format magazine with less Church news and free distribution to all households in the Parish was discussed. There was some concern that in this day and age a paper magazine was not needed and it was suggested that it should be an electronic publication. Some members were concerned that not everyone had or wanted online access and that this may exclude some venerable members of the community. It was also suggested that the Village Hall Committee could be asked to make a contribution.

RESOLVED in principle the members would be happy to support the Village News, however exact costing would be needed before a final decision could be made.

Action Sarah Wells

13) PAYMENTS

RESOLVED the following payments should be made.

a) £211.25 Clerks Salary Dec	BACS
b) £58.92 KCC Pension contributions	BACS
c) £93.60 Environmental Engineer Dec	BACS
d) £76.20 HMRC	BACS
e) £162.79 Clerk Expenses & reimbursements	BACS
£60 Office Allow Oct-Dec	
£10.50 Phone Oct – Dec	
£10.50 BB Oct – Dec	
£22.50 Mileage 50 Miles	
£44.29 Signs Village Hall	
£15.00 Internal Audit Fee	
f) £134.04 Village Hall Phone Bill	1523
g) £291.60 legal Fees Oct & Nov	1524
h) £56.0 Fir Tree Hill Planting	1525

14) DATE OF NEXT MEETING

The next scheduled meeting of the Council will be the Ordinary meeting on Tuesday 28th Feb 2017.

Scheduled dates

28 th Mar 2017	25 th Apr 2017	23 rd May 2017	27 th Jun 2017
25 th Jul 2017			