

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH  
COUNCIL HELD ON TUESDAY 28<sup>th</sup> FEBRUARY 2017 AT 7.30pm IN THE COMMITTEE  
ROOM AT WOODNESBOROUGH VILLAGE HALL**

**Present:** -Councillors            A Boniface                    D Ford                    B Baker (chair)  
   D Smith                    G Boorman                C Charter  
   L Butcher                  P Charlesworth

Sarah Wells Clerk to the Parish Council                    Dist Cllr Butcher

**1) APOLOGIES**

Cllrs D Woodward. 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 24<sup>th</sup> Jan 2017 be duly signed by the Chairman as a true and correct record of the meeting.

**4) ACTIONS OF THE LAST MEETING**

**Forthcoming Events**

To discuss and agree action relating to upcoming events.

**a) Council Events**

*Annual Parish Meeting* – Tue 9<sup>th</sup> May – The Clerk had emailed the booking clerk but had not received a confirmation yet. She would chase. **Action Sarah Wells**

*Lord Lieutenant – Civic Service Rochester* – The Clerk had sent the RSVP **Action Discharged**

*Battles Over – A Nations Tribute 11<sup>th</sup> Nov 2018* – The Clerk had registered with the Pageant Master. **Action Discharged**

**Correspondence**

*Local resident unable to get Fibre Optic Broadband* – The Clerk had responded as agreed. **Action Discharged**

*KFRS/KALC Fire Hydrant Initiative* – Cllr Charter had attended the meeting. **Action Discharged**

**KALC Community Awards 2017**

The nomination should be forwarded to KALC. **Action Discharged**

**Highways**

*Speed Indicator Devise Installation* – The Clerk had forwarded the additional location to KHS, unfortunately it did not meet the criteria for a safe location. A quote for the other three posts had been received. **Action Discharged**

*Dog Fouling EE220 and EE221*

The Clerk had contacted DDC about the installation of a litter bin in the vicinity of the Village Hall. DDC are no longer funding new bins and are not servicing bins paid for by Parish Councils. **Action Discharged**

**New Village Hall**

*Ground Work Quotes* – The quote from Trevor Oku had been accepted and the work undertaken. **Action Discharged**

*Renewable Heat Incentive Claim – Professional fees - £500.00* – The quote had been accepted.

**Action Discharged**

## **Finance**

*Precept demand* – this had been forwarded to DDC.

**Action Discharged**

*Public Works Loan* – The Clerk had contacted the PWLB and had quotes on two different ways of paying off part of the loan.

**Action Discharged**

*Village News Grant request* - The Clerk had responded as agreed.

**Action Discharged**

## **5) PLANNING**

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

**i) DOV/16/01483**

**Proposal:** Erection of a two story rear extension

**Location:** Sonnett Cottage, Hammill, Woodnesborough, Sandwich CT13 0EH

RESOLVED no objections should be raised to this application.

**b) Decisions**

None received.

**c) To consider and comment on planning correspondence**

None received.

**d) To consider and comment on planning consultation documents**

None received.

## **6) REPORTS**

To receive written or verbal reports from:-

**a) Dist Cllr**

Dist Cllr Butcher gave a report on activities undertaken by DDC and problems with litter bin emptying in the parish.

**b) Councillor Reports**

i. Cllr Woodward – Written report of the KALC Dover Area Committee Meeting  
Noted by the members.

ii. Cllr Charter had attended a meeting with Kent Fire and Rescue Services to discuss the Fire hydrant monitoring project. The hydrant maps are currently being updated and will be forwarded to the parish when ready.

## **7) FORTHCOMING EVENTS**

To discuss and agree action relating to upcoming events.

**b) Council Events**

i) Annual Parish Meeting 9<sup>th</sup> May 2017 – Discuss agenda

Possible speakers were discussed, the clerk to contact the Miller Woodland Trust to see if they would be able to give a presentation on the trusts work.

**Action Sarah Wells**

It was agreed that the District and County Councillors serving the Parish should also be invited.

**Action Sarah Wells**

The Clerk to produce a draft agenda for the next meeting.

**Action Sarah Wells**

**c) Outside Events**

- i) Joint KALC/KFAS Information event 28<sup>th</sup> Feb 2017

Noted by the members.

**8) CORRESPONDENCE**

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

**a) Consultation Documents**

None received.

**b) Newsletters and Circulars**

None received.

**c) Other**

- i) Great British Spring Clean – Keep Britain Tidy 3-5 March  
 ii) Kent Police – Rural Policing Update  
 iii) Local Police Update

Noted by the members.

**9) HIGHWAYS**

To discuss and agree actions relating to highways issues

**a) Quote Speed Indicator Device Installation**

The quote was for £6,790.95. The members felt measures to prevent speeding in the Parish were necessary. It was hoped that a KCC members grant may be obtained to contribute to the costs, however even if this money is not available the members wished the project to go ahead. The Clerk to contact Cllr Ridings.

**Action Sarah Wells**

RESOLVED the Clerk should place the order with KHS once she had spoken to Cllr Ridings.

**Action Sarah Wells**

**10) NEW VILLAGE HALL**

To discuss and agree actions relating to the New Community Hall

**a) Play area Quotes – Set date for public consultation**

The Clerk has spoken to the booking clerk and had agreed that having the plans on display during other event would be beneficial. Cllr Burcher reported that there is a coffee morning on the 25<sup>th</sup> March, it was felt displaying the plans during that week would give everyone a chance to see them.

**Action Sarah Wells**

**b) Quote for provision of Litter bin and emptying charges**

RESOLVED this matter should be revisited once the play area plans are progressed.

**c) Direction signs**

*Email from KHS ref Signage* - Cllr Woodward had been dealing with this however the members were unsure what the final outcome had been, it was agreed this should be left until he returned. Rather than waiting for the next meeting it was RESOLVED that the PC would pay up to £600 (exc VAT) for signage if required to get this issue sorted out as a matter of urgency.

Cllr Butcher reported that the VH Committee had decided not to employ a caretaker at this time. The members were concerned that this would put too much pressure on the Committee members to undertake these tasks and could lead to people resigning as had happened in the past. The Clerk to write to the committee and express the concerns of the members.

**Action Sarah Wells**

**11) FINANCE**

To discuss and agree actions relating to the Council Finances

- a) Public Works Loan – Repayment options

The option to pay off part of the principle was felt to be the best as it would reduce the repayment level. The Clerk to make the necessary arrangements.

**Action Sarah Wells**

**12) PAYMENTS**

RESOLVED the following payments should be made.

a) £211.05 Clerks Salary Feb	BACS
b) £58.92 KCC Pension contributions Feb	BACS
c) £93.60 Environmental Engineer Feb	BACS
d) £76.20 HMRC Feb	BACS
e) £222.00 Grass Cutting and weeding	BACS
f) £75.60 KCC Legal Fees Dec & Jan	1526

**13) DATE OF NEXT MEETING**

The next of the Council is the Ordinary meeting on Tuesday 28<sup>th</sup> March 2017

**Scheduled dates**

25<sup>th</sup> Apr 2017            23<sup>rd</sup> May 2017            27<sup>th</sup> Jun 2017            25<sup>th</sup> Jul 2017

The meeting closed the 9.20pm