

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH  
COUNCIL HELD ON TUESDAY 27<sup>th</sup> FEBRUARY 2018 AT 7.30pm IN THE COMMITTEE  
ROOM AT WOODNESBOROUGH VILLAGE HALL**

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

Sarah Wells Clerk to the Parish Council

1 Members of the public

### 1. APOLOGIES

Cllr D Ford. Dist Cllrs MJ Holloway & Cllr P Carter.

The meeting closed so that members of the public could speak. A question was asked about the financing of the Village Hall Project and the precept level. The Clerk to produce accounts for the Village Hall project. **Action Sarah Wells**

### 2. DECLARATION OF INTERESTS.

Cllr Baker declared a prejudicial interest in matters related to the Church as she is on the PCC.

### 3. MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary meeting of the Parish Council held on 30<sup>th</sup> Jan 2018 be duly signed, following a small amendment to those present, by the Chairman as a true and correct record of the meeting.

### 4. ACTIONS OF THE LAST MEETING

#### Planning

**Hollyoak, Marshborough Road** – The Chairman had sent a letter to head of the Council as agreed. **Action Discharged.**

#### Forthcoming Events

*Annual Parish Meeting speaker* – The Clerk has asked RNLI for the speaker. **Action Discharged**

*KALC Winter events and workshops* – The Clerk had booked a place for Cllr Baker, Cllr Smith was unable to attend. **Action Discharged**

#### New Village Hall

*Letter from the VH Committee* – The Clerk had responded as agreed. **Action Discharged**

*DDC Planning Department* – Application needed for the gate – The Clerk had submitted the application. **Action Discharged**

*Gate Signs* – These had been received. **Action Discharged**

### 5. PLANNING

#### a) Planning Applications

##### i) DOV/18/00084

**Proposal:** Erection of single storey rear extensions and raising of roof to create living accommodation (existing garage to be demolished)

**Location:** Heather Villa, Sandwich Road, Woodnesborough, CT13 0LZ

RESOLVED no objections should be raised.

##### ii) DOV/18/00119

**Proposal:** Erection of two storey and single storey rear extensions and front porch extension (existing extension to be demolished)

**Location:** 1 Claremont Terrace, Sandwich Road, Woodnesborough, CT13 0LY

RESOLVED no objections should be raised.

**b) Planning Decisions**

None received.

**c) Correspondence**

None received.

**d) Consultation Documents**

None received.

**6. REPORTS**

To receive written or verbal reports from:-

**a) County Councillor**

None received.

**b) District Councillors**

Cllr Holloway had sent a written report that was read out by the Chairman.

**c) Council members**

None received.

**7. FORTHCOMING EVENTS****a) Council Event**

To discuss and agree actions relating to events organised by the Council.

**i) Battle's Over – A Nations Tribute 11-11-2018**

Preparations were in hand.

**ii) Annual Parish Meeting date and discuss speaker**

The Agenda to be prepared in time for the March meeting for distribution prior to the April PC meeting.

**Action Sarah Wells**

**b) Outside Event**

Nothing to discuss.

**8. CORRESPONDENCE**

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

**i) Consultation Documents****i) Local Government Boundary Commission**

The members were not in agreement with the proposal put forward by DDC for Woodnesborough to be included in the Eastry Rural ward. They felt strong ties with Sandwich Town and would prefer to remain in the same ward as Sandwich. The Clerk to respond.

**Action Sarah Wells**

**ii) Local Government ethical standards – Stakeholder consultation**

Discussed by the members, the Clerk to respond.

**Action Sarah Wells**

**ii) Newsletters and Circular****i) KALC News**

Noted by the members.

**iii) Other Correspondence****i) Parish in Bloom****ii) Great British Clean**

Noted by the members.

**9. HIGHWAYS**

To discuss and agree actions relating to highways issues

- a) Bin for the Village Hall

RESOLVED the bin recovered from the old Village Hall should be installed by the Village Hall.

**Action Cllr Boorman**

DDC should be asked to service this bin instead of the one out side 15/16 Foxborough Close which will probable re removed when the new houses are built.

**Action Sarah Wells**

**10. NEW VILLAGE HALL**

Play area funding – The Clerk reported that in order to apply for Awards for All funding that planning consent must be in place and that planning consent could not be applied for until a scheme had been drawn up and the scheme could not be drawn up until the amount of money available was agreed.

RESOLVED a scheme costing £30k should be drawn up and submitted to DDC for approval.

**Action Sarah Wells**

**11. FINANCE**

To discuss and agree actions relating to any financial correspondence presented to the Council.

- a) Update bank mandate

RESOLVED Cllr Charter should be made a signatory on the unity trust account and be added to the bank mandate for online banking. .

The people named on the changing your signatories form will be authorised on all accounts.

Instructions and changes will be given in line with the mandate.

The members are aware that Unity trust bank may not make enquiries before acting on instructions given by any authorised signatory.

We will notify Unity Trust Bank of any changes to the organisation in writing.

- b) Rural Kent Membership form 2018/19

RESOLVED membership should be renewed for 2018. The Clerk to arrange the payment at the March Meeting.

**Action Sarah Wells**

**12. PAYMENTS**

RESOLVED the following payments should be made.

- |  |    |
|--|----|
| a) £93.60 Environmental Engineer                             | BP |
| b) £268.38 Clerks Salary                                     | BP |
| c) £79.04 KCC Pension Contribution                           | BP |
| d) £53.80 HMRC Jan   | BP |
| e) £500 – Transfer from Unity Trust to Natwest Card Account. | BP |

**13. DATE OF NEXT MEETING**

The next meeting of the Council will be the Ordinary Meeting on Tue 27<sup>th</sup> March 2018.

To confirm the date and time of the next meeting of the Parish Council

24<sup>th</sup> Apr 2018

1<sup>st</sup> May 2018 Annual Parish Meeting

22<sup>nd</sup> May 2018

26<sup>th</sup> Jun 2018

24<sup>th</sup> Jul 2018

The meeting Closed at 8.20pm.