

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL
HELD ON TUESDAY 11th DECEMBER 2018 AT 7.30pm IN THE ATRIUM AT
WOODNESBOROUGH VILLAGE HALL**

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

Sarah Wells Clerk to the Parish Council Dist Cllrs Carter & M.J Holloway
5 member of the public

1. APOLOGIES

Cllr D Ford was still ill and the members accepted this as a reason for absence. County Cllr Sue Chandler.

The meeting was closed so that members of the public could speak. The applicant for DOV/18/01211 explained the reason for the application and answered a question from one of the members. The applicant for DOV/18/01212 explained the reason for their application. The meeting re-opened at 7.40pm.

2. DECLARATION OF INTERESTS.

Cllr Baker declared a prejudicial interest in matters related to the Church as she is on the PCC. Cllrs Butcher and Charlesworth declared a prejudicial interest in the planning applications DOV/18/01056 & DOV/18/01057 as they live next to the property.

3. MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary meeting of the Parish Council held on 23rd Oct 2018 be duly signed, by the Chairman as a true and correct record of the meeting.

4. ACTIONS OF THE LAST MEETING

Risk Assessment Working Group

Cllrs Boorman and Smith had reviewed the draft risk assessment produced by the Clerk. They had a few questions and would arrange to meet with the Clerk to discuss these.

Action Cllrs Boorman & Smith ongoing

Forthcoming Events

WWI Commemoration – 11th Nov 2018 – The Clerk had ordered the torches and HiVis vests.

Action Discharged

New Village Hall

Lease - Cllr Charter and Baker to read through the lease and highlighted any concerns.

Action Discharged

Gate locking and unlocking – The Clerk had looked at the gate and could not find a way of attaching a light to the post. To be discussed later in the meeting.

Action Discharged

Play area – The Order for the play area had been placed.

Action Discharged

Finance

Grant Village Newsletter – The grant towards the production costs of the Village News Letter had been paid.

Action Discharged

5. PLANNING

a) Planning Applications

To discuss and agree a response to any planning application received before the meeting.

Cllrs Butcher and Charlesworth declared a prejudicial interest in this application.

i) DOV/18/01056

Proposal: Demolition of existing rear lean-to extension; demolition of existing & erection of new single storey rear addition; removal of existing & erection of new partitions to ground and 1st floors; raising

ceiling levels to 1st floor; installation of window to NE elevation. Demolition of staircase.

Location: Vine Farm, Parsonage Farm Road, Marshborough, CT13 0PG

RESOLVED no objections be raised to this application.

ii) **DOV/18/01057**

Proposal: Insertion of 2no. windows to rear elevation, reducing the size of rear lobby, replacement roof tiles and insertion of French doors (existing lean-to to be demolished)

Location: Vine Farm, Parsonage Farm Road, Marshborough, CT13 0PG

RESOLVED no objections be raised to this application.

iii) **DOV/18/01211**

Proposal: Variation of Condition 3 of planning permission DOV/16/00848 to allow up to 30 caravans to be stationed (application under Section 73)

Location: Sandwich Course Fishery, Sandwich Road, Ash, CT3 2DA

RESOLVED the Council would positively support this application as it would bring business to the local area.

iv) **DOV/18/01212**

Proposal: Erection of a two storey side extension

Location: Ivy Cottage, The Street, Woodnesborough, CT13 0NQ

RESOLVED no objections be raised to this application.

b) Planning Decisions

To note any planning decisions

i) DOV/18/00896 – Granted permission – Erection of detached barn garage – Vine Farmhouse, Marshborough.

ii) DOV/18/00974 – Granted Permission – Erection of a two storey rear extension and associated alterations – Holly Lodge, Sandwich Road.

The above were noted by the members

c) Correspondence

None received.

d) Consultation Documents

None received.

6. REPORTS

To receive written or verbal reports from:-

a) County Councillor

Cllr Sue Chandler had sent his apologies.

b) District Councillors

Dist Cllr Carter gave a report including information on the planning application on the Dover Road, Dover Leisure centre progress, library consultation and the closure of Deal Police station.

Dist Cllr Holloway gave a report including information on the installation of a new mobile phone mast in Sandwich which may have an effect on television signals within a 2km radius of the mast. He also gave details of a recent traffic summit and DDC launch of a lottery to raise funds for local community groups.

c) Council members

None received.

7. FORTHCOMING EVENTS

a) Council Event

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

i) WW1 Commemoration – 11th Nov 2018

The event had been well attended and enjoyed. The final costs of the event was approx. £395.74 the Clerk was still waiting for the exact amount from the Village Hall committee. A grant of £300.00 had been

received from KCC member Sue Chandler, leaving just £95.74 to be paid by the Parish Council.

ii) 2019 Annual Parish Meeting – Election year

RESOLVED the Annual Parish meeting should take place on Tue 26th March, the Ordinary Parish Council meeting would precede this at 6.00pm. The Clerk to book the hall. **Action Sarah Wells**

It was agreed that a speaker should be asked to attend from either the Air Ambulance service or the RNLI. The Clerk to make the booking. **Action Sarah Wells**

b) Outside Event

To discuss and agree actions relating to outside events

i) East Kent NHS Listening events

Cllr Charter had attended the event and gave a brief report.

ii) Kent Coast Clinical Commissioning Group – Workshop – 30th Nov

The members had not wished to attend this event.

8. CORRESPONDENCE

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

a) Consultation Documents

i) Lower Thames Crossing – Consultation

Noted by the members.

ii) KCC Consultation on Libraries, Registration and Archives strategy.

RESOLVED the Cllr Charter should read through the document and respond on behalf of the Council.

Action Cllr Charter

b) Newsletters and Circular

i) Kent Police and Crime Commissioner Newsletter

ii) Clerks and Councils direct

iii) KALC News – Oct

The above were noted by the members.

c) Other Correspondence

i) NALC–The public sector bodies (website & mobile applications) Accessibility Regs 2018

ii) Glover review – call for evidence of National Parks and AONBs

iii) National Cyber Security Centre Annual report 2018

The above were discussed and noted by the members.

9. HIGHWAYS

To discuss and agree actions relating to highways issues

a) 30 mph limit on Beacon Lane

Another request had been received to get this limit moved back now that the new houses had been built and the edge of the built area had moved further out into the country side. The Clerk to ask Cllr Sue Chandler to look into this with KHS. **Action Sarah Wells**

10. NEW VILLAGE HALL

To discuss and agree actions relating to the new village hall

a) Lease

Both the Village Hall committee and the Parish Council were unhappy with the contents of the lease. It was agreed that the VH committee should be asked to contact ACRK to get a proforma village hall lease. Cllr Charter and Baker would then meet with members of the committee to discuss the draft.

Action Sarah Wells

The Clerk to contact the PC solicitors to say that the lease was not fit for purpose.

Action Sarah Wells

b) Garden

The Village Hall committee had met and changes the fencing plans, they would arrange a meeting with members of the Parish Council

c) Risk Assessment

Cllrs Boorman and Smith had produced an updated risk assessment for the hall, this was discussed by the members and some expenditure agreed. The Clerk to order the necessary signs and equipment.

Action Sarah Wells

d) Gate locking and unlocking.

The Clerk to arrange for quotes for a light to be installed.

Action Sarah Wells

11. FINANCE

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

a) 2019/2020 Budget Talks

The Clerk had information on benches and picnic tables for the play area and village green, these were discussed and it was agreed one bench and 3 picnic tables should be budgeted for, including fitting this would cost about £2200.00.

b) £300.00 KCC members grant received for WW1 Battles over event

c) £5000.00 Grant received from the Village Hall Committee for New Play area

The above were noted by the members.

12. PAYMENTS

RESOLVED the following payments should be authorised for payment.

a) £150.00 – PAH Hollingworth replacement tap Hall Kitchen Sink	Paid
a) £97.23 Environmental Engineer Dec	BACS
b) £263.06 Clerks Salary Dec	BACS
c) £83.30 KCC Pension payment Dec	BACS
d) £76.00 HMRC Dec	BACS
e) £65.70 Clerks Expenses Oct to Dec 2018	BACS
f) £17.19 Battles Over – Vegi sausages and Sauces (L.Butcher)	BACS
g) £124.00 T OKU Ground work Oct	BACS
h) £43.75 SLCC membership	BACS
i) £140.00 Battles over sausages/gas7 Firelighters beacon	300030
j) £11.00 Battles over beans	300031

13. DATE OF NEXT MEETING

The next meeting of the Council will be the Ordinary meeting on Tuesday 22nd Jan 2019

Scheduled

26th Feb 2019

26th Mar 2019 Ord meeting 6pm, Annual Parish Meeting 7.30pm

23rd Apr 2019

14th May 2019

25th Jun 2019

23rd Jul 2019