

**ANNUAL MEETING OF WOODNESBOROUGH PARISH COUNCIL TO BE HELD ON  
TUESDAY 22nd MAY 2012 AT 7.30pm AT WOODNESBOROUGH VILLAGE HALL**

**AGENDA**

**1. ELECTION OF CHAIRMAN**

**2. ELECTION OF VICE CHAIRMAN**

**3. APOLOGIES**

**4. COMMITTEES AND DELEGATES**

**a) Committees & Working parties**

- i. Risk Assessment Working Party
- ii. Village Hall Committee – As the Council own the Village Hall all members are on the committee
- iii. New Village Hall Working Party

**b) Delegates**

- i. Footpath Officer
- ii. Cllr Responsible for finance
- iii. Transportation/Highways Officer
- iv. Police Rep
- v. Village Green Rep
- vi. Affordable Housing Rep
- vii. Press Officer
- viii. Neighbourhood forum Rep

**5. DECLARATION OF INTERESTS**

To note declarations of personal and/or prejudicial interests.

**The meeting will be closed so that members of the Public can speak**

**6. POLICE REPORT**

**7. MINUTES OF LAST MEETING**

- a) Minutes of the ordinary meeting dated 24th April 2012
- b) Minutes of the Annual Parish Meeting dated 8<sup>th</sup> May 2012

**8. ACTIONS OF THE LAST MEETING**

**9. REVIEW OF PROCESSES AND PROCEDURES - As per standing orders**

- a) Standing Orders
- b) Financial regulations
- c) Complaints procedure
- d) FOI Act 2000 and Data Protection Act 1998 Requests

**10. 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.
- b) KALC Update on Code of Conduct May 2012

## **11. PLANNING**

### **a) Planning Applications**

#### **i) DOV/12/00360**

**Proposal:** Erection of a detached garage

**Location:** Tramonto, Hammill, Woodnesborough CT13 0EP

#### **ii) DOV/12/00316**

**Proposal:** Erection of a detached metal framed barn

**Location:** Chippy Lodge, Beacon Lane, Woodnesborough CT13 0PD

#### **iii) DOV/12/00331**

**Proposal:** Erection of extensions, conversion of garage and store to habitable room and associated external alterations.

**Location:** Each End House, Each End, Woodnesborough CT13 0EP

iv) Any other applications received prior to the meeting

### **b) Planning Decisions**

### **c) Correspondence**

### **d) Consultation Documents**

## **12. VILLAGE GREEN**

## **13. VILLAGE HALL**

## **14. REPORTS**

### **a) Dist Cllr**

### **b) Cllr Reports**

## **15. FORTHCOMING EVENTS**

### **a) Council Events**

### **b) Outside Events**

i) KALC Training Events

ii) DDC – Sports maker workshops

## **16. CORRESPONDENCE**

### **a) Correspondence needing a response/Action**

### **b) Consultation Documents**

### **c) Newsletters and Circulars**

i) ACRK News

ii) Clerks and Councils Direct

### **d) Other**

i) KALC – learning and Development Questionnaire

ii) Any other correspondence received prior to the meeting

## **17. HIGHWAYS**

**18. FINANCE**

- a) **Budget**
- b) **Invoices**
- c) **Other**

- i) Audit form governance statement
- ii) Audit Form section 1

**19. PAYMENTS**

To pay invoices presented to the Council

**20. DATE OF NEXT MEETING**

The next Ordinary Meeting of the Parish Council will take place on Tuesday 26th June 2012.

**21. PARISH PLAN**

- a) Proposed Housing Development and New Village Hall

**MEMBERS OF THE PRESS AND PUBLIC WELCOME**

*Sarah Wells*

**Sarah Wells - Clerk to the Parish Council**

**17-05-12**