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MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL HELD ON TUE 27th MARCH 2012 AT 7.30pm AT WOODNESBOROUGH VILLAGE HALL

Present: -Councillors D Woodward(Chair) K Ellen B Baker G Boorman

A Boniface G Hall P Charlesworth

Sarah Wells Clerk to the Parish Council

1. APOLOGIES

Cllrs D Ford & S Hoskins. PCSO Norton

2. DECLARATION OF INTERESTS

- a) Cllr Boorman declared a personal interest in the proposed housing development and new Village Hall as he lives on the opposite side of the field which is proposed for the village hall.
- b) Cllr Boniface declared a personal & prejudicial interest in the proposed housing development and new Village Hall due to the proximity of his house to the sites.
- c) Cllr Baker declared a personal and prejudicial interest in the proposed housing development and new Village Hall as the lead member of the Woodnesborough Players. Also any matters concerning the Church, as she is a Church Warden.

3. POLICE REPORT

PCSO Norton had been unable to attend but a written report had been sent - Noted

4. MINUTES OF LAST MEETING

a) Minutes of the Ordinary Meeting of the Parish Council held on 28th February 2012. It was proposed by Cllr Ellen and seconded by Cllr Hall that the minutes be signed as a true and correct record. All agreed and the Chairman signed the minutes.

5. ACTIONS FROM THE LAST MEETING

Highways

Problems with refuse collection – Cllr Russell was still waiting for a response from DDC. Cllr Boorman had spoken to DDC waste services department. Most of the problems had now been resolved.

KCC Consultation on Street lighting – The Clerk had e-mailed the Councils response.

Action Discharged

Village Green

Annual Inspection results - Cllr Boorman had taken necessary actions and spoken to the contractor.

Action Discharged

Forthcoming Events

Council Events

Annual Meeting Agenda - Agenda to be ready for distribution at the April meeting.

Action Sarah Wells Ongoing

Outside Events

*KALC – Planning Conference 2012 – Lenham Sat 31st March 2012 -*Cllrs Woodward and Baker had attended, they agreed to give a report at the next meeting.

Finance - Budget

Village Hall Insurance Renewal – The Council's existing Company had reduced it's premium considerably

Action Discharged

Parish Plan

Housing Development & New Village Hall – The Clerk had written to DDC as agreed. Discharged

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6. 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) NALC – Legal Topic Note – Members' conduct and the registration and disclosure of their interests

Noted by the members.

7. PLANNING

a) Planning Applications

None received

b) Planning Decisions

None received

c) Correspondence

- i) DDC Worth Development Plan
- ii) KCC Gypsy and travellers Sites

The members did not wish to comment on the above.

d) Consultation Documents

None received

8. VILLAGE GREEN

Safety inspections faults had been rectified.

9. VILLAGE HALL

Nothing to discuss

10. REPORTS

a) Dist Cllr

No reports received.

b) Cllr Reports

Cllrs Baker and Woodward to give a report of the planning conference at the next meeting.

Action Cllrs Woodward and Baker

11. FORTHCOMING EVENTS

a) Council Events

i) Annual Meeting Agenda - Refreshments

It was agreed that Cllrs Baker and Woodward would arrange the refreshments.

b) Outside Events

i) DDC – Queens Diamond Jubilee Community Tea party

Cllr Woodward to distribute the tickets.

Action Cllr Woodward

12. CORRESPONDENCE

a) Correspondence needing a response/Action

Nothing to discus

b) Consultation Documents

Nothing to discus

c) Newsletters and Circulars

i) ACRK – News - Noted

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- d) Other
 - i) KCC Parish Council Legal Scheme noted
 - ii) The Kent Men of the Trees noted

13. HIGHWAYS

There was concern that the new development on the youth centre site was encroaching on the highway. The Clerk to look at the plans and contact DDC/KHS if necessary. **Action Sarah Wells**

14. FINANCE

a) Budget

Full report to be discussed at next meeting.

- b) Invoices
 - i) £1400.00 + VAT CDP Architecture Village Hall Plans Noted.
- c) Other
 - i) KALC Membership renewal £284.53

It was proposed by Cllr Charlesworth and seconded by Cllr Ellen that the membership should be renewed, all agreed.

15. PAYMENTS		Cheque No
a)	£567.82 Norris and Fisher – VH Insurance	1230
b)	£198.32 Clerks Salary Mar 26 x 10.198 265.15	1231
	Pension Contribution -17.23	
	247.92 taxable Pay	
	<u>-49.60</u>	
	198.32 Clerks Salary	7
c)	£49.60 H M Revenue and Customs	1232
d)	£48.78 KCC LGPS	1233
	Council Contribution 31.55	
	Clerks Contribution <u>17.23</u>	
	48.78	
e)	£177.02 Clerks Expenses Oct to Mar 2012	1234
	Office Allowance £120.00	
	Telephone £21.00	
	Broadband £21.00	
	Mileage £15.02	
f)	£72.96 Environmental Engineer 5-3-2012 to 30-3-2012	1235
g)	£1680.00 CDP Architecture	1236
h)	£341.44 KALC	1237

It was proposed by Cllr Baker and seconded by Cllr Boorman that the above payments should be made, all agreed.

16. DATE OF NEXT MEETING

The Ordinary Meeting of the Parish Council will take place on Tuesday 24 April 2012.

Cllrs Baker and Boniface left the meeting.

17. PARISH PLAN

a) Proposed Housing Development and New Village Hall

Cllr Woodward reported that the application for the new development and Village Hall may not go to Committee until May 2012.

The meeting closed at 8.04pm.