

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL
HELD ON TUESDAY 22nd JUNE 2021 AT 7.30pm IN THE ATRIUM AT WOODNESBOROUGH
VILLAGE HALL**

Present: -Councillors B Baker (chair) P Charlesworth C Charter
M Goodwin Alison Hilton Anthony Hilton D Smith

Joanna Jones Clerk to the Parish Council County Cllr S Chandler 1 member of the public

1. APOLOGIES

Dist Cllr M J Holloway and Cllr A Boniface.

The meeting was closed at 7.30pm so that the member of the public could speak, he explained that he had an interest in biodiversity and 11 acres of his land had been audited by Kent Wildlife Trust and he wondered if the Parish Council would be interested in Kent Wildlife Trust auditing the rest of the Village. He was also concerned about the width of Parsonage Lane and potholes on it and whether the wider road to his property was part of the Highways system. The Chair advised that the Parish Council would consider a village wide biodiversity report and that all pot holes should be reported to KCC using the pothole reporting tool, Cllr Charter offered to report the potholes. The Chair advised that the Parishioner consulted the Armstrong family about whether the wider road to his property was part of the Highways system. **Action: Cllr Charter**

The meeting was re-opened at 7.39pm

2. DECLARATION OF INTERESTS.

Cllr Anthony Hilton declared a prejudicial interest in matters related to the Church as he is on the PCC, Cllr Alison Hilton declared a prejudicial interest in the grant request for the magazine as she is the magazine editor and Cllrs Baker and Smith declared prejudicial interests in planning appeal APP/X2220/W/20/3264942 as they live near to Hollyoaks which could be impacted by this appeal.

3. MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary Meeting of the Parish Council held on 25th May 2021 be duly signed by the Chairman as a true and correct record of the meeting.

4. ACTIONS OF THE LAST MEETING

Environmental Engineer Litter Picking – Cllr Smith has prepared a risk assessment for the job role but unable to go through it with the Environmental Engineer currently due to Coronavirus restrictions.

Action Cllr Smith on-going

COMMUNICATION

New Website – *Cllrs not all able to log on to new email accounts*– Some Cllrs are now on the new system but none have been able to change their passwords - Clerk to contact Netwise about problem changing passwords and Cllrs who are not yet on new email accounts to try again.

Action Clerk & Cllrs on-going

VILLAGE HALL

Access problems due to power cut – the meeting with the manufacturer had been delayed, it was believed that something straightforward could be done on the backdoor and or a relay fitted on the front door, awaiting meeting.

Action Cllr Smith on-going

COMMUNICATION

New Website - The clerk had added Councillor photos that had been sent, anymore could be emailed to the Clerk and would be uploaded.

Action Discharged

RESIGNATION OF PARISH COUNCILLOR

The Parish Councillor application form was sent and approved for use.

Action Discharged

PLANNING

DOV/21/00743 – DDC granted an extension of two weeks but a meeting had not been able to be arranged. **Action Discharged**

Shipping container planning permission – Cllr Holloway had emailed that it depended on the situation, but if it was sited on non-garden land and wasn't agricultural it would need planning permission, he advised the submission of a Lawful Development Certificate application. **Action Discharged**

Newsletters and Circular

DDC – *Community Grant Scheme* – The Clerk informed the Village Hall committee so they could apply and let their users know. **Action Discharged**

HIGHWAYS

DDC LLPG – Street name query - Clerk informed DDC, known as Ash Bypass. **Action Discharged**

VILLAGE HALL

Email from committee re: Gate - Cllr Baker advised the Chair of the Village Hall Committee that the gate is continuing to be closed. **Action Discharged**

COMMUNICATION

Clerk Annual Leave – noted on website and 'an out of office' reply on the email account. **Action Discharged**

FINANCE

Natwest & Unity Trust Bank Accounts – paperwork submitted to remove retired Parish Councillors from Natwest & Unity Trust Bank Accounts. **Action Discharged**

Reduction in number of Natwest Bank Accounts – paperwork submitted to close accounts. **Action Discharged**

5. CORONAVIRUS UPDATE

a) Information from DDC, KCC and Central Government

All emails received in connection with the Coronavirus and vaccination programme have been forwarded to Council members as received.

6. RESIGNATION OF PARISH COUNCILLOR

To discuss and agree actions relating to the Parish Councillor vacancy.

a) DDC Letter – May fill the vacancy by Co-option

It was agreed that any interested parties would need to complete the Parish Councillor application form and submit to the Clerk to be considered for co-option at the next meeting.

7. PLANNING**a) Planning Applications**

To discuss and agree comments on any planning applications received prior to the meeting.

i) DOV/21/00937

Proposal: Erection of a double garage, double car port and holiday let (existing garage, workshop and stores to be demolished)

Location: Hillcross Farm, Foxborough Hill, Woodnesborough, CT13 0NY

RESOLVED no objections to this application.

ii) DOV/21/00743

Proposal: Erection of 2 no dwellings, car ports vehicular access and associated parking.

Location: Land To The South of Summerfield House, Barnsole Road, Staple, CT3 1LD

RESOLVED object to this application on the grounds of over-development, unsuitable development for

the rural environment, not a sustainable site and destruction of the natural habitat leading to irreversible damage to the bird habitat and the bio-diversity of the site.

iii) DOV/21/00733

Proposal: Erection of a single storey side extension

Location: 11 Kiln Drive, Woodnesborough, CT13 0FF

RESOLVED no objections to this application.

b) Planning Decisions

To note planning decisions received from DDC

None received.

c) Correspondence

To discuss any correspondence related to planning

i)DDC - Planning Appeal – reference: APP/X2220/W/20/3264942 – Lawson Park, Moat Lane, Ash, CT3 2DG, Erection of 3 no. detached dwellings and creation of parking, starts 09.06.2021.

Discussions were held on this appeal, although this property is not in the parish, the Cllrs are concerned about the significant influence that it may have on the Hollyoaks appeal. Marshborough Action Group's responses were read out and it was agreed that the previous letter of objection should be submitted to the Planning Appeal with a covering letter.

Action Clerk

c) Consultation Documents

None received.

8. REPORTS

To receive written or verbal reports from:-

- a) **County Councillor** – County Cllr Chandler reported on the first County Council meeting, unaccompanied asylum seeker children, the low carbon team. KCC cycle training scheme for e-bikes and the deadline of 1st July 2021 for registration for the Kent Test.
- b) **District Councillors** – Dist. Cllr. Holloway's report had been emailed
- c) **Council members** – Cllr Charlesworth's report on Electric Vehicle Charging Scheme Report had been emailed.

Lengthy discussions were held and it was agreed that the Parish Council wished to wait until faster charging units were available to be installed. The Clerk is to forward the information recording to the Village Hall committee for their information and to make them aware of the Parish Council's thoughts and to let KCC know that the Parish Council would be interested in the installation of faster chargers.

Action Clerk

9. FORTHCOMING EVENTS

a) Council Event

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

No events.

b) Outside Event

To discuss and agree actions relating to outside events

i)KALC Courses – various – details all emailed out

ii) Kent Electric Vehicle Charging Network Course - 15.06.21- Booked Cllr Charlesworth

10. CORRESPONDENCE

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

i) Consultation Documents

None received.

ii) Newsletters and Circular

- i) KALC News & CEO Bulletin
- ii) NALC Chief Executives Bulletin
- iii) Local Government Bulletins
- iv) KALC – Understanding Plastics Project, UK Protect Bulletin, NFIB Cyber Bulletin
- v) DDC – EU Settlement Scheme
- vi) NHS – PPG Awareness Week
- vii) DDC – Funding for Community Based Organisations – on website & noticeboard
- viii) KCC Member Environment Briefing

Noted by members.

iii) Other Correspondence

- i) DDC – Disclosable Pecuniary Interest Notifications – all up to date
- ii) DDC – Foxborough Close Letter – Displayed on website & noticeboard

Noted by members.

11. HIGHWAYS

To discuss and agree actions relating to highways issues

- i) Highways Improvement Plan – awaiting Eastry Parish Council's HIP to be finalised.
- ii) Sandwich Toll Bridge – Closed 27th June 21.15-05.00
- iii) Email re: overgrown footpath at Church Farm Way – reported to PROW

Noted by members.

- iv) Email re: Traffic calming on The Street

Discussions were held and it was agreed that the parked cars help to slow the traffic, the Speed Indicator device is moved around the village in an effort to control speed and that there is no appetite for traffic calming measures due to increased pollution and noise. Clerk to draft a letter and send to Cllr Baker, before responding to the parishioner. **Action Clerk & Cllr Baker**

- v) Email re: overgrown trees on footpath by Village Hall

It was agreed that the footpath is very overgrown, Cllr Charter would ask the Gardening Club if they were willing to cut back the hedge on the Village Hall side and the Clerk is to report the overgrown hedge on the other side to PROW and to update the parishioner. **Action Clerk & Cllr Charter**

12. VILLAGE HALL

To discuss and agree actions relating to the village hall

- i) RHI Readings – Payment from January & April received - £2,190.92
- ii) Email request re: Flying Model Aircraft over the Green – permission refused

Noted by members.

- iii) Defibrillator Service – cost

Discussions were held on the cost of approximately £300 of servicing and new parts for the defibrillator, which the Village Hall caretaker had organised.

RESOLVED the Parish Council will pay for servicing and parts for the defibrillator, Cllr Smith to organise for the invoice to be made out to the Parish Council, Clerk to investigate whether Cllr Boniface or another firefighter would be able to service the defibrillator from now on and the costs of servicing the defibrillator are to be added to next year's budget. **Action Cllr Smith & Clerk**

- iv) Miller Room – Glass panel

It was agreed that the Village Hall would pay for the replacement glass panel. **Action Cllr Smith**

- v) Front Doors

Awaiting result of meeting with manufacturer.

13. COMMUNICATION

To discuss and agree actions relating to communication

i) New Website & Email addresses

It was agreed that from 1st September the Parish Council will all use the new email addresses. Clerk to inform all email users.

Action Clerk

14. FINANCE

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

- i) Grant request – St. Mary’s PCC – Church Graveyard upkeep & Woodnesborough Village News

RESOLVED St. Mary’s PCC to be paid a grant of £750 for Church Graveyard upkeep and £750 for Woodnesborough Village News magazine.

15. PAYMENTS

RESOLVED the following payments should be made.

Paid between Meetings

- a) £34.85 Audit fee (£32.00) & paper (£2.85) – Tesco Card Payment

To pay

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| a) £275.27 | Clerks Salary June | BACS |
| b) £110.65 | Environmental Engineer June | BACS |
| c) £108.51 | KCC Pension June | BACS |
| d) £96.60 | HMRC June | BACS |
| e) £10.50 | Woodnesborough Village Hall – 25 May Meeting | BACS |
| f) £10.50 | Woodnesborough Village Hall – 22 June Meeting | BACS |
| g) £140.00 | Trevor Oku – Grass Cutting Village Hall | BACS |
| h) £750.00 | St, Mary’s PCC – Church Graveyard Upkeep Grant | BACS |
| i) £750.00 | St, Mary’s PCC – Woodnesborough Village News Grant | BACS |

It was confirmed that Cllr Charter was happy to carry on operating the Speed Indicator Device.

16. DATE OF NEXT MEETING

The next meeting of the Council will be the Ordinary meeting on 27th July 2021

Scheduled 28th September 2021 26th October 2021 7th December 2021

The meeting closed at 9.31pm