

WOODNESBOROUGH PARISH COUNCIL

Clerk to the Parish Council J.L.Jones wood.pc@yahoo.com

Thornton House
Thornton Lane, Eastry
CT13 OEU
Tel: 01304 746036

To all members of the Parish Council

Date 19th July 2021

You are hereby summoned to attend the Ordinary Meeting of Woodnesborough Parish Council to be held on Tuesday 27th July 2021 at 7.30pm at Woodnesborough Village Hall for the purposes of transacting the following business.



Joanna Jones
Clerk to the Parish Council

AGENDA

1. APOLOGIES

To receive apologies for non-attendance at the meeting.

The meeting will be adjourned so that members of the public can speak.

Members of the public are welcome to attend but can only speak during the designated timeslot.

2. DECLARATIONS OF INTEREST

To record declarations and reasons for interest from members relating to items on the agenda.

3. MINUTES OF THE LAST MEETING

a) To confirm the minutes of the Ordinary Meeting held on 22nd June 2021.

4. ACTIONS FROM THE LAST MEETING

To receive information resulting from actions generated at the last meeting.

5. PARISH COUNCILLOR VACANCY

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

a) Co-option application

6. PLANNING

a) Planning Applications

i) DOV/21/01135

Proposal: Erection of single storey outbuilding

Location: Hammill House, 3 Kiln Drive, Woodnesborough, Sandwich

b) Planning Decisions

To note planning decisions received from DDC

i) DOV/21/00700 – Chalk House Farm, Barnsole Road, Staple, CT3 1LE – Replacement Kitchen floor with limecrete and limestone finish; extension to existing boundary wall and install new entrance gates; installation of boiler flue to west elevation – Grant Listed Building Consent

ii) DOV/21/00699 – Chalk House Farm, Barnsole Road, Staple, CT3 1LE - Extension to existing boundary wall, new entrance gates, replacement water pipe, new drainage, and retrospective consent for an existing boiler flue (existing hedge to be removed) - Granted

c) Correspondence

To discuss any correspondence related to planning

i)Email from Ash Parish Council – Traveller Situation meeting – proposed 9th Aug 7.30pm

d) Consultation Documents

i)DDC – Consultation Event on ‘Settlements Within Parishes’ – 29th July 10am – Teams

7. REPORTS

To receive written or verbal reports from:-

- i) **County Councillor**
- ii) **District Councillors**
- iii) **Council members**
- iv) **PCSO – Debbie Bishop**

8. FORTHCOMING EVENTS

a) Council Event

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

b) Outside Event

To discuss and agree actions relating to outside events

- i)KALC Courses – various – details all emailed out
- ii)KALC Dover Area Committee Meeting – 21st July
- iii)White Cliffs Walking Festival 26-30 Aug – on website & noticeboard
- iv)KCC Reconnect Programme Summer Offer – on website & noticeboard

9. CORRESPONDENCE

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

a) Consultation Documents

b) Newsletters and Circular

- i) KALC News & CEO Bulletin
- ii) NALC Chief Executives Bulletin
- iii) Local Government Bulletins
- iv)KCC Reconnect Programme Update
- v)Kent Police Rural Report & City of London Update
- vi)Kent Resilience Forum News

c) Other Correspondence

- i)KALC - Community Resilience/ Emergency Plan Questionnaire – due by 13th Sept
- ii)Cllr MJ Holloway letter – Standing Down
- iii)Queen’s Platinum Jubilee Celebration – Lighting Beacons

10. HIGHWAYS

To discuss and agree actions relating to highways issues

- i) Highways Improvement Plan – awaiting Eastry Parish Council’s HIP to be finalised.
- ii)Email re: overgrown footpath EE196 – Ringlemere Lane - reported to PROW
- iii)Open Golf - Highways Management Plan -
- iv)Email re: Fir Tree Hill Vegetation – Reported to Highways, they inspected, not concerned
- v)Foxborough Hill – 30mph sign obscured – Highways will serve notice to cut back hedges
- vi)Woodnesborough Road Sandwich – Closed 2-4th Aug
- vii)Kent Bus Service Improvement Plan – Poster on website & noticeboard

11. VILLAGE HALL

To discuss and agree actions relating to the new village hall

- i)RHI Readings – Submitted April to July
- ii)Defib parts ordered & delivered to Village Hall

- iii)Defibrillator Service feedback – Gate & poor outside lighting
- iv)Front Doors
- v)Electric Vehicle Charging Point feedback

12. COMMUNICATION

To discuss and agree actions relating to communication

- i)New Website & Email addresses – photos added for Cllrs T & A Hilton

13. FINANCE

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

- i)Public Works Loan Board – Loan Payment Due 28/07/2021 £1,698.77
- ii)Natwest – Confirmed extra Current A/c & Business Reserve A/c closed
- iii)Accounts – Actual v Budget to 30-06-21

14. PAYMENTS

To resolve the approval of payments presented at this meeting

To pay - July

a) £275.27	Clerks Salary July	BACS
b) £110.85	Environmental Engineer June	BACS
c) £108.51	KCC Pension July	BACS
d) £96.40	HMRC July	BACS
e) £10.50	Woodnesborough Village Hall – 27 July Meeting	BACS
f) £140.00	Trevor Oku – Grass Cutting Village Hall	BACS
g) £273.60	Community Heartbeat Trust – Defib battery & pads	BACS
h) £55.20	Community Heartbeat Trust – pads	BACS

To pay - August

a) £275.27	Clerks Salary August	BACS
b) £110.65	Environmental Engineer August	BACS
c) £108.51	KCC Pension August	BACS
d) £96.60	HMRC August	BACS

15. DATE OF NEXT MEETING

The next meeting of the Council will be the Ordinary meeting on 28th September 2021

Scheduled 26th October 2021 7th December 2021

Woodnesborough Parish Council
Budget v Actual to 30-6-21

RECEIPTS	Actual to 31-03-21	2021/22 Budget	Actual to 30- 06-21
Carried Forward			
General funds and reserves	9,082.93	25,005.31	25005.31
Precept	20,635.00	21,736.56	21736.56
VAT	8,862.51	292.72	292.72
Interest	3.27	0.72	0.20
Heating system payback	866.30	2,560.00	2190.92
Other	1,028.69	0.00	0.00
Grant	900.00	0.00	0.00
Section 106 Planning contributions	0.00	0.00	0.00
Total	41,378.70	49,595.31	49,225.71
PAYMENTS	Actual to 31-03-21	2020/21 Budget	Actual to 30- 06-21
Salaries			
Clerk	4,327.85	4390.00	1077.10
Environment Engineer	1,627.44	1669.36	414.75
Employer Pension Contribution	1,031.09	1066.77	263.69
	6,986.38	7,126.13	1,755.54
Admin Costs			
General	341.18	500.00	90.00
Postage, stationery, consumables	102.33	200.00	5.71
Insurance	470.99	500.00	493.46
Bank Charges	72.00	72.00	18.00
Audit Fees	355.99	330.00	32.00
Annual Meeting	0.00	50.00	0.00
Hall Hire	0.00	185.00	21.00
Village Hall other - Bench	505.50	0.00	0.00
Village Green Mowing	1,120.00	1,500.00	350.00
Safety Inspection/Maintenance	210.00	400.00	81.93
Councillor Expenses	0.00	400.00	0.00
Training	95.00	300.00	0.00
Church Yard Grant LGA 1972 Sect 214/215	0.00	750.00	750.00
Grants	500.00	750.00	750.00
Section 137	0.00	200.00	0.00
Equip Handyman	23.61	50.00	0.00
Flower Beds	53.94	120.00	34.15
Membership	52.50	900.00	415.46
VAT	292.72	0.00	107.45
Election Costs (saving for 2023)	0.00	2,000.00	0.00
Contingency	135.10	3,714.18	0.00
Loan Repayment scheduled	3,397.54	3,398.00	0.00
New Play Area	414.23	0.00	0.00
Reserves	0.00	18,000.00	0.00
Village Hall Project	0.00	0.00	0.00
Speed Indicator Device	0.00	150.00	0.00
Events	0.00	200.00	0.00
Highways Improvement plan	0.00	3,000.00	0.00
Web Site	914.00	300.00	0.00
Building Community	0.00	1,750.00	0.00
Improving Village Environment	0.00	2,750.00	0.00
Office Equipment	330.38	0.00	0.00
Total	16,373.39	49,595.31	4,904.70
Bank Reconciliation to 30-06-21			
NW Current Card Account	556.51	Open Bal	25,005.31
NW Reserve Account 539	8080.23	Receipts	24,220.40
Unity Trust Bank	35684.27	Payments	- 4,904.70
	44,321.01		44,321.01