

WOODNESBOROUGH PARISH COUNCIL

Clerk to the Parish Council: Jo Jones

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Thornton House
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CT13 OEU
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To all members of the Parish Council

Date 21st September 2022

You are hereby summoned to attend the Ordinary Meeting of Woodnesborough Parish Council to be held on Tuesday 27th September 2022 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 of Woodnesborough Parish Council held on 26th July 2022.

4. ACTIONS FROM THE LAST MEETING

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

5. PLANNING

a) Planning Applications

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

i) DOV/22/00434

Proposal: Erection of a roof extension together with the insertion of dormer windows to the rear roofslope, rooflights to the front roofslope and insertion of a door and window to ground floor rear elevation (amended scheme).

Location: Rorke's Drift, Fir Tree Hill, Woodnesborough, CT13 0NL

Agreed between meetings, no objections.

ii) DOV/22/01048

Proposal: Erection of single storey rear and front porch extensions

Location: 2 Woodland Way, Woodnesborough, CT13 0NG

Agreed between meetings, no objections

iii) DOV/22/01043

Proposal: Variation of Conditions 1 (approved plans) and 12 (amount of development) of outline permission DOV/14/00058 (for the redevelopment of site to include: demolition of some existing buildings (and associated infrastructure); change of use of some existing building (from B1 to use classes: B2, B8, Sui Generis (Energy) and D1 uses); the provision of

new commercial (use classes:A3/4,B1,B2,B8,C1,D1 and Sui Generis) and residential (use class:C3) development: associated site preparation/enabling infrastructure, and landscaping works; and provision of car parking (with some matters reserved)) (application under Section 73).

Location: Discovery Park, Ramsgate Road, Sandwich, CT13 9ND.

Agreed between meetings, no objections

iv) DOV/22/01143

Proposal: Change of use of land for the storage of logs, including construction of roads, landscaping and fencing.

Location: Scrub Land West of Sandwich Bypass and North of Ash Bypass, Ash, CT3 2EQ

b) Planning Decisions

To note planning decisions received from DDC

- i) DOV/22/00721 – Burlington Cottage, Church Street, Woodnesborough, CT13 0NW – Erection of single storey rear extension – Granted
- ii) DOV/22/00573 – Keepers Cottage, 3 Church Street, Woodnesborough, CT13 0NW – Variation of Condition 2 (approved plans) of planning permission DOV/21/00041 to allow amendments to appearance (application under Section 73) (erection of rear extension) (Retrospective) – Granted
- iii) DOV/22/00712 – 2 Manor Barns, The Street, Woodnesborough, CT13 0NH – Extension to existing outbuilding to provide self-contained annexe for dependent relative – Granted
- iv) DOV/22/00670 – Birnham, Hammill Road, Woodnesborough, Sandwich, CT13 0PR – Conversion of existing garage to habitable room, erection of play equipment, installation of a covered swimming pool, conversion of detached outbuilding to ancillary spa and alterations to existing elevations – Granted
- v) DOV/22/00835 – Marshborough House, Farm Lane, Marshborough, CT13 0PJ – Certificate of Lawfulness (existing) for the construction of a walled sunken garden, access stairway and erection of 2 no. towers. – Certificate Existing Granted

c) Correspondence

To discuss any correspondence related to planning

i)DDC Planning Enforcement ENF/22/00209 – Location: Hollyoak, Marshborough Road, Sandwich, Kent, CT13 0PQ. Subject: Siting of two static caravans – Email update

ii)DDC Letter re: Construction of two semi-detached 3-bedroom houses on land between 15-17 Foxborough Close, Woodnesborough – Building due to start 26th Sept 2022

d) Consultation Documents

6. REPORTS

To receive written or verbal reports from:-

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

7. FORTHCOMING EVENTS

a) Council Event

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

i)

Outside Event

To discuss and agree actions relating to outside events

- i) KALC Courses & NALC Events
- ii) KALC Committee Meeting – Minutes sent

8. CORRESPONDENCE

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

a) Consultation Documents

- i) Short Term Holiday Lets – NALC – Completed by Cllr Charter
- ii) Deal Leisure Centre Proposals – 20/9 – 9/10
- iii) KCC Budget Consultation – Completed by Cllr Riley

b) Newsletters and Circular

- i) KALC News
- ii) NALC Chief Executives Bulletins & Newsletter
- iii) Kent PCC Newsletter
- iv) Netwise Newsletter
- v) Dementia friendly communities
- vi) The Great Big Green week – 24/9-2/10
- vii) Private Members' Ballot – Local Electricity Bill
- viii) DDC Voluntary Sector Grants open – on website & noticeboard

c) Other Correspondence

- i) Operation London Bridge

9. HIGHWAYS

To discuss and agree actions relating to highways issues

- i) Bridleway EE226A – Definitive map modification order
- ii) Marshborough Road, Marshborough – closed 2 Aug – up to 7 days
- iii) Consultation – Proposed diversion of Public Footpath EE195
- iv) Public Footpath EE195 – Broken sign & overgrown – both reported to PROW
- v) Complaints of construction traffic using Fir Tree Hill & driving through village in breach of CMP – Reported to DDC Enforcement
- vi) HIP & Speedwatch – email complaint re: speeding
- vii) Household waste dumped in bins at Bus shelter opposite Church – reported to DDC
- viii) Damaged road sign on Beacon Hill – reported to KCC Highways
- ix) Foxborough Close old play area bin – requested to be re-sited on Village Green

10. VILLAGE HALL

To discuss and agree actions relating to the Village Hall & Green

- i) Car Park Line Marking – work completed
- ii) Village Hall Insurance Policy – provided by Village Hall Committee
- iii) Various emails & phone calls re: Bouncy castle policy
- iv) Fire Doors
- v) Change of Use of Upstairs Rooms
- vi) Fire Risk Assessment
- vii) Village Hall Garden
- viii) KCC - Free trees for Kent – applied for
- ix) Concerned Parishioner phone call
- x) Flag Pole quotes

11. COMMUNICATION

To discuss and agree actions relating to communication

- i) Clerk Annual Leave – 20th & 21st October
- ii) Netwise instructions to set up email in outlook
- iii) Upgrade to double disk space – 5gb to 10gb - extra £110 per year

12. FINANCE

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

- i) AGAR – Clean Audit report, displayed on website
- ii) SAAA 2022 – Opt-out Communication
- iii) KCC Grant 18-DO-46 – unspent amount of £54.30 requested & returned to KCC
- iv) KCC Combined Member Grant Offer Letter– Water Bottles – received & accepted
- v) Unity Trust FSCS – local authority eligibility confirmation – completed by Clerk
- vi) Unity Trust email : interest rate changes

13. PAYMENTS

To resolve the approval of payments presented at this meeting

To pay September

| | | |
|------------|--|------|
| a) £240.00 | PKF Littlejohn LLP – External Auditor | BACS |
| b) £22.00 | Woodnesborough Village Hall - Hire - Sept | BACS |
| c) £114.85 | Environmental Engineer September | BACS |
| d) £285.92 | Clerk's salary – September | BACS |
| e) £100.20 | HMRC – PAYE September | BACS |
| f) £112.68 | KCC Pension September | BACS |
| g) £150.00 | Trevor Oku – Grass Cutting- Green - August | BACS |
| h) £420.00 | Netwise Support, Maintenance & Domain Name | BACS |
| i) £750.00 | Archway – Re-lining Village Hall Car Park | BACS |
| j) £18.00 | Unity Trust – Quarterly Fee | DD |

Paid Between Meetings

| | | |
|-----------|---|------|
| a) £54.30 | KCC – Returned unspent Grant – 18-DO-46 | BACS |
| b) £90.90 | Cartridge People – Toner Cartridge | Card |
| c) £60.00 | KALC – Dynamic Councillor Course | Card |

14. DATE OF NEXT MEETING

The next meeting of the Council will be the Ordinary meeting on 25th of October 2022 at 7.30pm

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|------------------|--------------------------|--------------------------|---------------------------|
| Scheduled | 6 th December | 24 th January | 28 th February |
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