MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL HELD ON TUESDAY 22nd FEBRUARY 2022 AT 7.30pm IN THE ATRIUM AT WOODNESBOROUGH VILLAGE HALL

Present: -Councillors B Baker (Chair) A Boniface C Charter M Goodwin
Anthony Hilton S Mallett A Riley D Smith

Joanna Jones Clerk to the Parish Council Dist Cllr D Friend

1. APOLOGIES
Cllr Alison Hilton, Cty Cllr S Chandler, PCSO Debbie Bishop

2. DECLARATION OF INTERESTS.
Cllr Anthony Hilton declared a prejudicial interest in matters related to the Church.

3. MINUTES OF LAST MEETING
RESOLVED the minutes of the Ordinary Meeting of the Parish Council held on 25th January 2022 be duly signed by the Chairman as a true and correct record of the meeting.

4. ACTIONS OF THE LAST MEETING
Village Hall Doors - replacing one of the opening doors to the garden with a key opened door – the Village Hall committee have decided to get new hinges on the garden door. Clerk to enquire of the Village Hall Committee whether the access problems during a power cut have been resolved.
Action Clerk

FORTHCOMING EVENTS
Council Event
Queen's Platinum Jubilee Event – Tree planting – Cllr Mallett & Baker have trees to donate, some trees have already been planted into the hedge, an Oak tree is planned for the left-hand side of The Green and more flowering trees are planned for the open area. **Action Cllrs Smith, Baker & Mallett On-going**

VILLAGE HALL
Play area sign – Clerk sent send thank you letter to supplier. **Action Discharged**

Car park - Potential trip hazard by the first inspection pit - Cllrs Smith & Boniface & the caretaker from the Village Hall will complete the repair. **Action Cllrs Smith & Boniface On-going**

COMMUNICATION
New Email addresses - Cllr Smith is having some issues, Cllr Baker will assist.
Action Cllrs Baker & Smith On-going

Planning Applications
DOV/21/01776 - The siting of a storage container – Decision received, granted. **Action Discharged**

Planning Correspondence
Possible contraventions of planning permission – Clerk contacted DDC Planning Enforcement and asked them to investigate. **Action Discharged**

REPORTS
PCSO – 'My Community Voice' App - Clerk put flyer on the website and on the noticeboard.
Action Discharged

FORTHCOMING EVENTS
Queen's Platinum Jubilee Event – Clerk put a request for a piper and or bugler on the website, Cllr Alison Hilton put request in the village magazine and contacted absent Cllrs about the working party.
Action Discharged

Outside Event
KALC Courses - 24th March Dynamic Councillor course booked **Action Discharged**

HIGHWAYS

Highways Improvement Plan – Clerk sent request for changes to Highways. **Action Discharged**

Parsonage Farm query & KCC Highways Response - Clerk informed parishioner. **Action Discharged**

The Street - Clerk reported concerns to KCC Highways, who responded that the road surface is not bad enough yet to meet the criteria for any work to be done. **Action Discharged**

FINANCE

2022-23 Budget Talks – Draft Budget – Quotes sourced for Beacon and Storage Container and forwarded to members. **Action Discharged**

Precept Demand – Clerk submitted to DDC. **Action Discharged**

5. PLANNING

a) Planning Applications

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

i) DOV/22/00166

Proposal: Reserved matters application for details of access, layout, scale, appearance and landscaping and discharge of conditions 4,5,6,7,8,9 and 10 pursuant to outline permission DOV/18/00977 for the erection of 2 no. dwellings.

Location: The Old Pumphouse, Beacon Lane, Woodnesborough, CT13 0PD

RESOLVED, object to this application as the Parish Councillors are concerned about the number and scale of changes to the original plan, they are not sufficiently clear about the implications of the changes, and are also concerned about possible contamination of the water catchment area and bore hole.

b) Planning Decisions

To note planning decisions received from DDC

i) DOV/18/00714/A – Heather Villa, Sandwich Road, Woodnesborough, CT13 0LZ –Non material minor amendment to approved application 18/00714 (Erection of two storey/single storey rear extensions with balustrade, insertion of 3 no. dormer windows, 1 no. rooflight to facilitate a loft conversion, boundary wall to the front, increase existing driveway, creation of second driveway, 2 no 1200m bi-folding gates to driveway entrances and erection of new 2000m fencing to both boundary lines (part retrospective) (existing garage and rear porch to be demolished) – to omit oak stained timber frame windows and doors fitted with double glazed sealed units and replace with oak effect finish aluminium frame windows and doors fitted with double glazed sealed units.)- Approve non-material AMD

ii) DOV/21/01776 - Woodnesborough Village Hall, Elmwood Park, Woodnesborough, CT13 0FB - The siting of a metal container - Granted

iii) DOV/21/01611 – Little Hammill, Chalkpit Lane, Woodnesborough, CT13 0EH - Change of use from holiday let to annexe accommodation – Granted

iv) DOV/21/01941 – Wood Ash Garage, Hammill Road, Woodnesborough, CT13 0PR - Certificate of Lawfulness (Proposed) for the extension of existing building – Certificate Proposed Granted

Noted by members.

c) Correspondence

To discuss any correspondence related to planning

i) i)DDC – ENF/22/00036 - Marshborough House, Farm Lane, Marshborough, Sandwich, Kent,

CT13 0PJ – Operational development in the garden of a listed building.

ii) DDC - ENF/22/00037 – Green Lane Farm, Marshborough Road, Marshborough, Kent, CT13 0PQ – Change of use from agriculture barn to commercial use.

Noted by members

iii) DDC - ENF/22/00044 – Acorns Court, The Street, Woodnesborough, Kent, CT13 0ND – Display of advertisement.

Discussions were held on the history of the name 'The Charity', Parish Councillors were concerned that the link to the village would be lost with the change of name. Clerk to report concerns to DDC and contact the developer to request that the name be preserved in some way. **Action Clerk**

d) Consultation Documents

i)None received

6. REPORTS

To receive written or verbal reports from:-

a) **County Councillor –** No report.

b) **District Councillors –** Dist Cllr Friend reported on Aspire & Inspire, DDC's support for the Queen's Platinum Jubilee event on their website and the Home Ownership with Shared Ownership event at the Guildhall on 3rd March.

c) **Council members –** Cllr Smith reported that he and the Clerk had attended the Gypsy & Traveller meeting at DDC, but were still awaiting the minutes and presentation to be sent out. Dist Cllr Friend will chase. **Action Dist. Cllr Friend**

d) **PCSO –** No report.

7. FORTHCOMING EVENTS

a) Council Event

i)Queen's Platinum Jubilee Event – 2nd June

The Platinum Jubilee Committee are organising a family event in the afternoon at he Village Hall and on the Green from 2-5pm with free refreshments and activities and from 8.45pm an evening event with a free glass of wine to watch the Beacon being lit at 9.45pm. All refreshments and activities to be paid for by the Village Hall Committee. Dist Cllr Friend reported that advice and possible funding is available on the DDC website, he will chase the details of funding and Cllr Baker will look into commemorative materials. **Action Dist. Cllr Friend & Cllr Baker**

ii) Annual Parish Meeting date

It was agreed that the Annual Parish Meeting will be held on 24th May at 7.30pm, after a short Parish Council meeting starting at 6.30pm. Cllr Baker will organise nibbles, the Clerk is to purchase 6 bottles of red wine and 6 bottles of white. The Clerk is to find the template for the Annual Parish Council Meeting flyer and send to the Village magazine and print for every household in the Parish ready for the April meeting. **Action Clerk & Cllr Baker**

a) Outside Event

To discuss and agree actions relating to outside events

i)KALC Courses

ii)Dover Prevent Community Round Table – 31st March 6-8.30pm

iii)DDC – Community Led Housing Forum – 24th Feb

iv)Kent Care Summit – 2nd March 10am-4pm – booked Cllr Riley

iv)Home Ownership with Shared Ownership – 3rd March 3.30-7.30pm – Sandwich Guildhall

v)NALC Policing Online Event – 30th March 12-1.15pm

Noted by members.

8. CORRESPONDENCE

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

i) Consultation Documents

a) DDC – Indoor Sports Facility Strategy – completed by Clerk.

b) Public Spaces Protection Order – Churchyard or Children's Play Area

Discussions were held it was agreed that the Clerk is to request dogs to be excluded from the children's play area. **Action Clerk**

ii) Newsletters and Circular

i) KALC News
ii) NALC Chief Executives Bulletins
iii) Local Government Bulletins

Noted by members.

iii) Other Correspondence

i)None received

9. HIGHWAYS

To discuss and agree actions relating to highways issues

i) Highways Improvement Plan

Discussions were held on KCC's refusal of the Parish Council's request to move the 30mph speed limit further out of the village, the Parish Councillors were disappointed, but agreed to adopt the HIP as it is as a starting point.

RESOLVED to adopt the Highway Improvement Plan as proposed by KCC. **Action Clerk**

ii) Durlock Road, Staple closed – 23rd Feb – 2 nights 7pm-6am
iii)Beacon Lane – Closed 21st March – up to 5 days

Noted by members

iv)Pothole outside the Church gate by the water hydrant – Clerk to report to KCC Highways **Action Clerk**

10. VILLAGE HALL

To discuss and agree actions relating to the village hall

i)Storage Container – quotes

Discussions were held on the three quotes from Extraspace Industries Ltd, Portablespace and Budget Shipping Containers.

RESOLVED to accept the quote for an Extraspace Insulated Storage Container, with paint can and a door closer for £2,657.50 plus VAT, Clerk to order once instructed that the base is ready and a proposed delivery date has been agreed with the Village Hall Committee. **Action Clerk**

ii)Beacon – quotes

Discussions were held on the quotes, it was agreed that more information was required on the Blacksmith's quote, the clerk is to request the extra information and forward to the Parish Councillors so that a decision can be made between meetings. **Action Clerk**

iii)Safeplay Play Area Inspection

Noted by members

iv) Atrium bifold doors

Members were concerned that the rubber had come loose on the doors, to report concerns to the Village Hall Committee. **Action Clerk**

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11. COMMUNICATION

To discuss and agree actions relating to communication

Nothing to discuss

12. FINANCE

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

i) Unity Trust – now VAT registered

Noted by members.

13. PAYMENTS

RESOLVED the following payments should be made.

To pay Feb

a)	£275.27	Clerks Salary Feb	BACS
b)	£110.85	Environmental Engineer Feb	BACS
c)	£108.51	KCC Pension Feb	BACS
d)	£96.40	HMRC Feb	BACS
e)	£129.00	Gary Boorman – Oak Hill Bus Shelter refurb.	BACS
f)	£16.50	Woodnesborough Village Hall – rent	BACS
g)	£10.26	Amanda Riley – Mileage KALC Meeting	BACS
h)	£85.20	Clerk's expenses Nov to Jan 2022	BACS

Paid Between Meetings

a)	£60.00	KALC – Dynamic Councillor Course	CARD

14. DATE OF NEXT MEETING

The next meeting of the Council will be the Ordinary meeting on 22nd March 2022

Schedule 26th April 24th May 28th June 26th July

The meeting closed at 9.28pm