

WOODNESBOROUGH PARISH COUNCIL

Clerk to the Parish Council: Jo Jones

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Thornton House
Thornton Lane, Eastry
CT13 0EU
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To all members of the Parish Council

Date 28th November 2023

You are hereby summoned to attend the Ordinary Parish Council Meeting of Woodnesborough Parish Council to be held on Tuesday 5th December 2023 at 7.30pm at Woodnesborough Village Hall in the Miller Room 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 the Parish Council held on 24th October 2023.

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/23/01258

Proposal: Erection of a two storey rear/side extension (existing side extension demolished).

Location: 3 Beacon Lane, Woodnesborough, CT13 0PB

ii) DOV/23/00773

Proposal: New access to cellar via outbuilding

Location: Marshborough House, Farm Lane, Marshborough, Kent

iii) DOV/23/00772

Proposal: Formation of access stairs from attached outbuilding to cellar

Location: Marshborough House, Farm Lane, Marshborough, CT13 0PJ

b) Planning Decisions

To note planning decisions received from DDC

i) DOV/22/01210 – Hollyoak, Marshborough Road, CT13 0PQ – Change of use of land to mixed use for the keeping of horses, residential caravan site for 4 no. gypsy families, 5 no. caravans including no more than 4 no. static caravans/mobile homes, with hardstanding, car parking, and erection of communal dayroom – Refused

- ii) DOV/23/00430 – Wenwood, The Street, Woodnesborough, CT13 0NA – Erection of a dwelling (existing garages to be demolished) – Granted.

c) Correspondence

To discuss any correspondence related to planning

- i)DDC – 22/01210 – Planning Committee Meeting – 9th Nov - Hollyoak, Marshborough Road, CT13 0PQ – Change of use of land to mixed use for the keeping of horses, residential caravan site for 4 no. gypsy families, 5 no. caravans including no more than 4 no. static caravans/mobile homes, with hardstanding, car parking, and erection of communal dayroom

- ii)Emails from parishioners & DDC- Gypsies on the land south of Summerfield House, Woodnesborough

d) Consultation Documents

To discuss any consultation documents

- i)Sealink statutory consultation – ends 18th Dec 2023
ii)Kent Local Flood Risk Strategy 2024-34 – ends 30th Jan

6. REPORTS

To receive written or verbal reports from:-

- i) **County Councillor** –
ii) **District Councillors** –
iii) **Council members** -
iv) **PC Matt Hawkes** -

7. FORTHCOMING EVENTS

a) Council Event

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

- i) Age Concern Lunches

Outside Event

To discuss and agree actions relating to outside events

- i)KALC/NALC Training & Courses
ii)KCC Highways Seminar – 1st Dec 9.30-12.30pm
iii)Climate Action Day – 4th Dec
iv)KALC Area Committee Meeting – 25th October 7.30pm – minutes emailed

8. CORRESPONDENCE

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

a) Consultation Documents

- i)Autumn Newsletter – Kent Police
ii)DDC Election Act Update
iii)KALC Community Award Scheme & Draft Parish Charter

b) Newsletters and Circular

- i)KALC & NALC News & Chief Executives Bulletins

c) Other Correspondence

- i)Parish Councillors – confirmed with DDC
ii)Email regarding property in Woodland Way
iii)Email Metal detectorist request

9. HIGHWAYS

To discuss and agree actions relating to highways issues

- i)Mini-SID stolen – Insurance paid out £3,618
ii)HIP & Updated Highway information pack circulated

- iii) Beacon Lane – 30mph roundel knocked down – reported to KCC Highways
- iv) KCC Email - Community Transport Grant Scheme
- v) Woodnesborough Community Speedwatch Update – permission to progress
- vi) DDC - Street Consultation – Land South East of Birnam Mushroom Farm – Woodash Close suggested.

10. VILLAGE HALL

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

- i) Exposed cable outside by door
- ii) Possible defibrillator training
- iii) Solar Panels
- iv) Village Hall Committee – Gate locking & unlocking
- v) The Circuit – defibrillator checked & reported
- vi) Play area Inspection report – Rocker

11. COMMUNICATION

To discuss and agree actions relating to communication

- i) Clerk Holiday – Dec 15, 19 Dec – 1st Jan

12. FINANCE

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

- i) Budget Talks 2024/25 & precept
- ii) KCC – Queen’s Platinum Jubilee Water Bottles Grant – Monitoring Form completed
- iii) Natwest deposit Account Interest £10.38 in October
- iv) RHI payment - £2.84 – 31st October
- v) Gallagher Reinstatement Valuations Advice & Service
- vi) 2022/23 Local Government Services Pay Agreement 2023 – Backdated pay rates agreed from 1st April 2023, £1 per hour for Clerk & Environmental Engineer
- vii) Cllr Riley - 6-month pre-audit checks completed

13. PAYMENTS

To resolve the approval of payments presented at this meeting

To pay December

- | | | |
|------------|---|------------|
| a) £18.00 | Woodnesborough Village Hall Hire - October | BACS |
| b) £150.00 | AJL Garden Services – July Mowing | BACS |
| c) £150.00 | AJL Garden Services – August Mowing | BACS |
| d) £150.00 | AJL Garden Services – August Mowing | BACS |
| e) £150.00 | AJL Garden Services – September Mowing | BACS |
| f) £150.00 | AJL Garden Services – October Mowing | BACS |
| g) £20.00 | Royal British Legion – Poppy Wreath | BACS |
| h) £49.97 | Caroline Pierce – WI – Flowers in flower bed | Chq 300037 |
| i) £ | Clerk’s salary & back-dated pay – December | BACS |
| j) £ | HMRC – PAYE December | BACS |
| k) £ | KCC Pension December | BACS |
| l) £ | Environmental Engineer Salary & back-dated pay – Dec. | BACS |

Paid between meetings

- | | | |
|------------|--|------|
| a) £312.33 | Clerk’s salary – November | BACS |
| b) £110.00 | HMRC – PAYE November | BACS |
| c) £123.09 | KCC Pension November | BACS |
| d) £127.64 | Environmental Engineer Salary – November | BACS |
| e) £60.00 | Eventbrite – Dynamic Councillor Course | Card |

14. DATE OF NEXT MEETING

The next meeting of the Council will be the Ordinary meeting on 23rd January 2024 at 7.30pm

Scheduled 23rd January 2024 27th February 26th March