

# WOODNESBOROUGH PARISH COUNCIL

Clerk to the Parish Council: Jo Jones

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Thornton House  
Thornton Lane, Eastry  
CT13 0EU  
Tel: 01304 746036

To all members of the Parish Council

Date 13<sup>th</sup> October 2023

You are hereby summoned to attend the Ordinary Parish Council Meeting of Woodnesborough Parish Council to be held on Tuesday 24<sup>th</sup> October 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 26<sup>th</sup> September 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)

#### b) Planning Decisions

To note planning decisions received from DDC

i)

#### c) Correspondence

To discuss any correspondence related to planning

i) DDC – ENF/22/00036 – Marshborough House, Farm Lane, Marshborough, Sandwich, Kent, CT13 0PJ – Operational development in the garden of a listed building. Planning application then submitted – Erection of a garden room (part retrospective) – ref 22/01138 – granted, so breach of planning now ceased.

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

**d) Consultation Documents**

To discuss any consultation documents

**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 - letter
- ii) D-Day 80th Anniversary – 6<sup>th</sup> June 2024
- iii) Remembrance Sunday 12 Nov – Poppy Wreath

**b) Outside Event**

To discuss and agree actions relating to outside events

- i) KALC/NALC Training & Courses
- ii) KALC AGM – 18th Nov
- iii) Rural & Community Housing Enabling Service – 8<sup>th</sup> Nov 12.30-1.30pm

**8. CORRESPONDENCE**

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

**a) Consultation Documents**

- i) DDC Polling District Review – ends 23<sup>rd</sup> October
- ii) DDC Green Infrastructure Strategy - Consultation

**b) Newsletters and Circular**

- i) KALC & NALC News & Chief Executives Bulletins

**c) Other Correspondence**

- i)

**9. HIGHWAYS**

To discuss and agree actions relating to highways issues

- i) Improving exit safety from EE219 – Being investigated by PROW assets team
- ii) Bench under noticeboard – Bench & noticeboard refurbished by DDC
- iii) Woodnesborough Triangle – Mowing/strimming
- iv) Mini-SID stolen – reported in Police & Insurance Claim started
- v) HIP
- vi) PROW email – EE20 Woodland Way to Ataka Farm overgrown footpath – resolved/in schedule of works

**10. VILLAGE HALL**

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

- i) Flag pole
- ii) Exposed cable outside by door
- iii) Possible defibrillator training
- iv) Parishioner email – Concerns about ages of children in play area & PSPO signage
- v) Village Hall Committee – Gate locking & unlocking
- vi) DDC Solar Together
- vii) Play area Inspection report
- viii) Gate on Green installation & re-siting of RVP – quotes
- ix) Village Hall Terms & Conditions of Hire

- x) Village Hall request to remove gas supply
- xi) Village Hall representative
- xii) Beacon Maintenance
- xiii) Oak tree on Green

**11. COMMUNICATION**

To discuss and agree actions relating to communication

- i)

**12. FINANCE**

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

- i) Mazars – Clean Audit report 2022/23 – on website
- ii) RHI data submitted for Village Hall
- iii) Accounts - Actual v Budget to 30-09-23

**13. PAYMENTS**

To resolve the approval of payments presented at this meeting

**To pay October**

- |      |                          |      |
|------|--------------------------|------|
| a) £ | Clerk’s salary – October | BACS |
| b) £ | HMRC – PAYE October      | BACS |
| c) £ | KCC Pension October      | BACS |

**Paid between meetings**

- |            |                                    |      |
|------------|------------------------------------|------|
| a) £149.90 | Cartridge People – Toner cartridge | Card |
| b) £ 48.00 | KALC – Clerk’s VAT course          | Card |
| c) £ 9.98  | EBAY – flags                       | Card |

**14. DATE OF NEXT MEETING**

The next meeting of the Council will be the Ordinary meeting on 5<sup>th</sup> December 2023 at 7.30pm

<b>Scheduled</b>	5 <sup>th</sup> December	23 <sup>rd</sup> January 2024	27 <sup>th</sup> February
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