

# WOODNESBOROUGH PARISH COUNCIL

Clerk to the Parish Council: Jo Jones

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To all members of the Parish Council

Date 20<sup>th</sup> September 2023

You are hereby summoned to attend the Ordinary Parish Council Meeting of Woodnesborough Parish Council to be held on Tuesday 26<sup>th</sup> September 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. PARISH COUNCIL VACANCIES - CO-OPTION

To fill the two vacancies on the Parish Council following the election. Section 21 of the Representation of the People Act 1985.

a) To Co-opt Mrs Tracy Hall and Mrs Karen Shubert

### 3. DECLARATIONS OF INTEREST

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

### 4. MINUTES OF THE LAST MEETING

a) To confirm the minutes of the Ordinary Meeting of the Parish Council held on 25<sup>th</sup> July 2023.

### 5. ACTIONS FROM THE LAST MEETING

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

### 6. PLANNING

#### a) Planning Applications

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

i) DOV/23/01028

**Proposal:** Erection of a car port with first floor annexe for ancillary use (retrospective)

**Location:** 12 Kiln Drive, Woodnesborough, CT13 0FF

Agreed between meetings, no objections.

ii) DOV/23/00999

**Proposal:** Creation of a pond for Great Crested Newts

**Location:** Stonecross Farm, Sandwich Bypass, Sandwich, CT13 0DG

#### b) Planning Decisions

To note planning decisions received from DDC

i) DOV/23/00189 – The Old Pumphouse, Beacon Lane, Woodnesborough, CT13 0PD – Variation of Condition 1 (approved plans) to vary roof materials of planning permission

22/00166 (application under Section 73) reserved matters, pursuant to outline permission 18/00977 (Erection of 2 dwellings) - Granted

ii)DOV/22/01138 – Marshborough House, Farm Lane, Marshborough, CT13 0PJ – Erection of a garden room (part retrospective) - Granted

iii)DOV/23/00926 – The Old Vicarage, The Street, Woodnesborough, CT13 0QT – Height reduction of approximately 6 metres, reduction of the lateral branches by up to 4metres to balance the crown and crown lift lower pendular lateral branches to a height of 6 metres of one Tulip tree the subject of Tree Preservation Order No 9 of 1983 – Granted as advertised.

**c) Correspondence**

To discuss any correspondence related to planning

i)DDC – Planning Committee Meeting 10<sup>th</sup> August 2023 – DOV/23/00480 – Street Farm House, The Street, Woodnesborough, CT13 0NF - Change of use of garage to holiday let – Cllr Baker attended & spoke.

ii)Parishioner email – Street Farm House Planning Decision 23/00480 – Feedback from Committee meeting and thanks to Cllr Baker.

iii)Various emails from parishioners & DDC- Gypsies on the land south of Summerfield House, Woodnesborough

**d) Consultation Documents**

To discuss any consultation documents

i)National Grid Electricity Transmission Sea Link – Statutory consultation – 24<sup>th</sup> Oct to 18 Dec 2023

**7. REPORTS**

To receive written or verbal reports from:-

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

**8. FORTHCOMING EVENTS**

**a) Council Event**

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

- i) Age Concern Lunches
- ii)D-Day 80th Anniversary – 6<sup>th</sup> June 2024

**b) Outside Event**

To discuss and agree actions relating to outside events

- i)KALC/NALC Training & Courses – VAT Clerk’s Course 28<sup>th</sup> Sept 10am - £40 + VAT
- ii)KALC Area Committee Meeting – 26th July – minutes circulated

**9. CORRESPONDENCE**

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

**a) Consultation Documents**

- i)Richborough Recycling Centre – Consultation start postponed
- ii)DDC Gambling Policy – Statement of Policy & Principals Review – Consultation – closes 20<sup>th</sup> Sept

**b) Newsletters and Circular**

- i)KALC & NALC News & Chief Executives Bulletins

### c) Other Correspondence

- i)DDC - Community Impact Fund – Poster on noticeboard & website

### 10. HIGHWAYS

To discuss and agree actions relating to highways issues

- i)Foxborough Hill – Closed 2<sup>nd</sup> Oct 9.30-3.30
- ii)Drainless Road – Closure extended to 3<sup>rd</sup> Sept
- iii) Ringlemere Lane – Closed 22<sup>nd</sup> & 23<sup>rd</sup> Aug
- iv)Beacon Lane – closed 14<sup>th</sup> Sept
- v)Parishioner Email- Blocked drains at Foxborough Close reported to KCC – Highways responded
- vi)Parishioner email – A257 Ash Bypass – lack of maintenance
- vii)Parishioner email -Collapsed bank opposite Merrybanks Cottage – reported to KCC Highways
- viii)Parishioner email- Flytipping on public land
- ix)Parishioner email – Barbed wire across footpath EE195 – reported to PROW
- x)PROW email – Improving exit safety from EE219 – Being investigated by PROW assets team
- xi)Bench under noticeboard – Sign up of intention to refurbish
- xii)Woodnesborough Triangle – Mowing/strimming

### 11. VILLAGE HALL

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

- i) Flag pole – Damaged pole & spare key
- ii) Minutes from September Committee Meeting – forwarded
- iii)Exposed cable outside by door
- iv)Possible defibrillator training
- v)Parishioner email – Concerns about ages of children in play area & PSPO signage
- vi)Padlock gate code – Supplied to Police, Fire & Ambulance Services
- vii)DDC Solar Together – Village Hall registered for scheme
- viii)Play area Inspection report
- ix)PSPO – To exclude dogs from play area – consultation 12<sup>th</sup> Sept – 24<sup>th</sup> Oct, signs are up.
- x)Gate on Green installation & re-siting of RVP - quotes

### 12. COMMUNICATION

To discuss and agree actions relating to communication

- i)Clerk on holiday – October 16-20th

### 13. FINANCE

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

- i)Unity Trust – Eligibility for compensation to protect deposits - confirmed
- ii)RHI Village Hall - £194.09 received.
- iii)Hampshire Flag Company – Refund of £66.79 plus VAT received
- iii) KCC Pension Section - McCloud Data Gathering Exercise – completed
- iv)Netwise – Website & Email hosting renewal - £460 plus VAT

### 14. PAYMENTS

To resolve the approval of payments presented at this meeting

#### To pay September

- |            |   |      |
|------------|---|------|
| a) £18.00  | Woodnesborough Village Hall - Hire- 26 <sup>th</sup> Sept | BACS |
| b) £552.00 | Netwise – Website & Email hosting package renewal         | BACS |
| c) £ 86.40 | Play area inspection                                      | BACS |
| d) £30.00  | AP Electrical – Outside VH Electrical inspection          | BACS |
| e) £68.34  | Community Heartbeat – defibrillator pads                  | BACS |
| f) £127.84 | Environmental Engineer September                          | BACS |
| g) £312.33 | Clerk’s salary – September                                | BACS |
| h) £109.80 | HMRC – PAYE September                                     | BACS |
| i) £123.09 | KCC Pension September                                     | BACS |

**Paid between meetings**

a) £127.64	Environmental Engineer August	BACS
b) £312.33	Clerk's salary – August	BACS
c) £110.00	HMRC – PAYE August	BACS
d) £123.09	KCC Pension August	BACS

**15. DATE OF NEXT MEETING**

The next meeting of the Council will be the Ordinary meeting on 24<sup>th</sup> October 2023 at 7.30pm

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