

WOODNESBOROUGH PARISH COUNCIL

Clerk to the Parish Council: Jo Jones

clerk@woodnesborough-pc.org.uk

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

To all members of the Parish Council

Date 20th March 2024

You are hereby summoned to attend the Ordinary Parish Council Meeting of Woodnesborough Parish Council to be held on Tuesday 26th March 2024 at 7.30pm at Woodnesborough Village Hall in the Atrium 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

To confirm the minutes of the Ordinary Meeting of the Parish Council held on 27th February 2024.

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/24/00042

Proposal: Erection of two storey rear extension (Existing outhouse to be demolished)

Location: 10 Claremont Terrace, Sandwich Road, Woodnesborough, Kent.

Agreed between meetings no objection.

ii) DOV/24/00185

Proposal: Change of use from dog breeding kennels to dog boarding/day care

Location: Foxborough Farm, Foxborough Hill, Woodnesborough, CT13 0NY

b) Planning Decisions

To note planning decisions received from DDC

i) DOV/24/00042 – 10 Claremont Terrace, Sandwich Road, Woodnesborough, CT13 0LY -

Erection of two storey rear extension (Existing outhouse to be demolished) - Granted

ii) DOV/18/00714/C – Heather Villa, Sandwich Road, Woodnesborough, Kent - Non-material amendment to planning permission 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 200m fencing to both boundary lines (part retrospective) (existing garage and rear porch to be demolished) to allow change to parapet wall on single storey extension to run along west face as well with 75mm height increase, change of colour of rear windows and doors from oak foiled to grey/beige, dormer cheeks change to render finish from timber oak stained, barge board to be removed wood panelling to be run directly to roof tiles, addition of solar panels. – Refused Non-material amendment

iii) DOV/23/00260 – Marshborough Gates, Marshborough Road, Marshborough, CT13 0PF - Erection of a garage (Existing garage to be demolished) - Granted

c) Correspondence

To discuss any correspondence related to planning

i)DDC – ENF/24/00074 – Fircrest Liveries, Fircrest Farmhouse, Marshborough Road, Woodnesborough, Sandwich, Kent, CT13 0PE – Non-compliance with approved plans 24/00155 and change of use to business use- under investigation.

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 Lauren Eyre-Jackson** -

7. FORTHCOMING EVENTS

a) Council Event

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

- i)First AID & Defibrillator Training – 22nd June
- ii)D Day Celebrations – 6th June – Village Hall booked from 8pm
- iii)Annual Parish Meeting – 23rd April 7.30pm

b) Outside Event

To discuss and agree actions relating to outside events

- i)KALC/NALC/ Training & Courses – Dynamic Councillor – 11th April
- ii)Communities Prepared Resilience Training – 21st May, Ashford 9.30am-4.15pm

8. CORRESPONDENCE

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

a) Consultation Documents

i)

b) Newsletters and Circular

i)KALC & NALC News & Chief Executives

c) Other Correspondence

i)Nominations for English Heritage Blue Plaque Scheme

9. HIGHWAYS

To discuss and agree actions relating to highways issues

- i) HIP – Meeting 5th April
- ii) Marshborough Road – closed 12th & 20th March
- iii)Parsonage Farm Road, Marshborough – closed 6th March
- iv)Street Consultation – Land South East of Birnam Mushroom Farm – Named Wodens Hill Field

- v)Emails re: Footpath EE195/1 – blocked with barbed wire fence – PROW are investigating
- vi)Overgrown Hedge Melville Lea/High Street junction – reported to KCC Highways
- vii)Parishioner email re: Woodland Way vehicles

10. VILLAGE HALL

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

- i) Play area Inspection report – gate buffer replaced
- ii) Play area inspection renewal - £72, 23/24 - £72
- ii) Field Gate
- iii)Hedge Planting
- iv)Outdoor Gym Equipment
- v)Change of room for Parish Council meetings

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)Natwest account interest received January - £9.45
- ii)Parish Council Grant Request – Dover & District Beekeepers Association – Asian Hornet Prevention - £50
- iii)Rural England Prosperity Fund – on noticeboard & website
- iv) Staff Salary increases as of 1st April 2024

The Clerk is currently paid at SCP21 with an annual increment due in April 2024 making it SCP22 with future increments due in April each year to a maximum of SCP23, subject to satisfactory performance.

The Environmental Engineer is currently paid at SCP10 with an annual increment due in April 2024 making it SCP11 with future increments due in April each year to a maximum of SCP15, subject to satisfactory performance.

- v)AGAR – deadline 20th June 2024

13. PAYMENTS

To resolve the approval of payments presented at this meeting.

To pay March

a) £16.50	Woodnesborough Village Hall Hire – March	BACS
b) £332.92	Clerk’s salary March	BACS
c) £117.80	HMRC – PAYE March	BACS
d) £131.28	KCC Pension March	BACS
e) £138.24	Environmental Engineer Salary March	BACS
f) £45.54	Safeplay – Play area gate buffer installed	BACS
g) £101.90	Cartridge People – Toner Cartridge	Card

14. DATE OF NEXT MEETING

The next meeting of the Council will be the Ordinary meeting on 23rd April 2024 at 7pm, followed by the Annual Parish Meeting at 7.30pm, both in the Atrium.

Scheduled 28th May 25th June 23rd July