

**MINUTES OF THE ORDINARY MEETING OF WOODNESBOROUGH PARISH COUNCIL
HELD ON TUESDAY 23rd APRIL 2024 AT 9pm IN THE ATRIUM AT WOODNESBOROUGH
VILLAGE HALL**

Present: -Councillors B Baker (Chair) A Boniface C Charter T Hall A Hilton
M Goodwin S Mallett A Riley K Shubert Joanna Jones Clerk to the Parish Council
1 Member of the Public

1. APOLOGIES

No apologies received.

The meeting closed in order that the member of the public could speak, they explained their planning application for the erection of a dwelling and associated parking at The Barn, Coombe Lane, reference 24/00352. The meeting re-opened at 9.02pm.

2. DECLARATIONS OF INTEREST

Cllr Hilton declared a prejudicial interest in matters related to the Church, Cllr Baker declared a prejudicial interest in matters relating to Hollyoaks.

3. MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary Meeting of the Parish Council held on 26th March 2024 be duly signed by the Chairman as a true and correct record of the meeting.

4. ACTIONS OF THE LAST MEETING

VILLAGE HALL

Christmas Tree - Add to September agenda.

Action Clerk On-going

FORTHCOMING EVENTS

Council Event

Annual Parish Meeting – Refreshments purchased and flyers delivered in the Village magazine.

Action Discharged

VILLAGE HALL

Field Gate – Hedging has been planted, Cllr Baker thanked Cllrs Hilton and Mallett for their help, Cllr Hilton has planted the grassed area and is monitoring progress.

Action Discharged.

PLANNING

Planning Applications

DOV/23/00820 - Clerk had informed DDC that no decision could be made as no drawings had been added to the website.

Action Discharged

Correspondence

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 - Clerk sent query to DDC.

Action Discharged

HIGHWAYS

HIP – Meeting 5th April - Cty Cllr Chandler attended.

Action Discharged

Parishioner email re: Woodland Way vehicles – Photos were submitted to the Police and parishioner updated.

Action Discharged

VILLAGE HALL

Play area inspection renewal – Contract renewed.

Action Discharged

Field Gate – Vurleys had inspected the gate, it was working as expected, gate signs purchased.

Action Discharged

Outdoor Gym Equipment – links to online brochures had been sent.

Action Discharged

Change of room for Parish Council meetings - Letter sent, Miller Room no longer available so Atrium

now booked, some meetings had run over, hence some bookings for two hours. **Action Discharged**

FINANCE

Parish Council Grant Request – Dover & District Beekeepers Association – Grant paid and thank you received. **Action Discharged**

AGAR – Financial check with Cllr Riley completed and internal auditor booked. **Action Discharged**

5. PLANNING

a) Planning Applications

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

i) DOV/24/00352

Proposal: Erection of a dwelling and associated parking

Location: The Barn, Coombe Lane, Woodnesborough, CT13 0PW

Detailed discussions were held, there was one abstention and eight Parish Councillors objected to the Planning Application so RESOLVED to object to the application, they dislike the design of the building as it is out of keeping with the buildings in the surrounding area and it would be visible from the footpath and would affect the view from the footpath, they think it would be a better option to extend the existing building and they do not support the removal of the existing barn as it is a heritage, landmark building

b) Planning Decisions

To note planning decisions received from DDC

i) DOV/24/00043 – Black Pond Farm, Fleming Road, Woodnesborough, CT13 0PX- Construction of two storey side extension, roof extension, first floor extension to rear and replacement porch to existing dwelling, with construction of 3 bay garage at rear - Granted

c) Correspondence

To discuss any correspondence related to planning

i)DDC – ENF/24/00074 – Fircrest Liveries, Fircrest Farmhouse, Marchborough Road, Woodnesborough, Sandwich, Kent, CT13 0PE – Non-compliance with approved plans 24/00155 and change of use to business use- no breach of planning, case closed.

ii)DDC – ENF/24/00093 – Land South East of Birnam Mushroom Farm, Hammill Road, Woodnesborough, Kent – Removal of hedgerow – Non-compliance with approved plans 22/00333 – Investigated, some conditions still to be discharged, case now closed.

iii)Reports of bonfires - Land South East of Birnam Mushroom Farm, Hammill Road, Woodnesborough, Kent – Reported to DDC Planning & Environmental Protection – have investigated & visited site, DDC have requested that further burning of material is curtailed (apart from site-derived green waste).

d) Consultation Documents

To discuss any consultation documents

i)Dover District Council Local Plan – Main Modifications Consultation – closes 24th May

All of the above noted by members.

6. REPORTS

To receive written or verbal reports from:-

i) **County Councillor** – No report

ii) **District Councillors** – No report

iii) **Council members** - No report.

iv) **PCs Lauren Eyre-Jackson & Jon Bowler**– Report had been emailed.

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

Discussions were held, it was agreed that the Clerk is to confirm the Village Hall booking for the Atrium from 9-1pm, confirm with the trainer how many participants per session, Cllr Hilton to produce a poster to go in the Village Magazine and on the noticeboard and clerk to organise bookings.

Action Clerk & Cllr Hilton

ii) D Day Celebrations Beacon Lighting – 6th June – Village Hall booked from 8pm

Discussions were held, it was agreed to adopt the Risk Assessment produced by Cllr Charter, Clerk to inform Kent Fire and Rescue, the Ambulance service and the insurance company, Cllr Boniface would be the First Aider for the event, Cllr Mallett would provide a ladder, Parish Councillors would act as Marshalls and bring their own hi-vis vests, Clerk to purchase red & white hazard tape, 4 orange buckets and 2 boxes of firelighters.

Action Clerk, all Parish Councillors

iii) Annual Parish Meeting – 23rd April 7.30pm

RESOLVED to spend £44.34 on refreshments and £4.99 on cups for the Annual Parish meeting.

b) Outside Event

To discuss and agree actions relating to outside events

i) KALC/NALC/ Training & Courses

ii) KALC AGM & ordinary Meeting – 24th April**8. CORRESPONDENCE**

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

a) Consultation Documents

None received

b) Newsletters and Circular

i) KALC & NALC News & Chief Executives Bulletins

Noted by members.

c) Other Correspondence

i) Neighbourhood Watch

A group was already established in Woodnesborough, Clerk to inform DDC.

Action Clerk

ii) DDC Purdah Advice PCC Elections

Noted by members

iii) King's Portrait arrived

Discussions were held, it was agreed that the Clerk is to ask the Village Hall Committee to jointly agree with the Parish Council a location for the King's portrait to go up in the Village Hall.

Action Clerk

iv) KALC Award arrived

Discussions were held, it was agreed to present it at the May meeting, to add to agenda.

Action Clerk

9. HIGHWAYS

To discuss and agree actions relating to highways issues

i) HIP

Cty Cllr Sue Chandler had been very supportive in the meeting, awaiting feedback from KCC Highways.

ii) Marshborough Road – closed 28th-30th May 8am-6pm Jct New Street & Beacon Hill Roadiii) Drainless Road – closed 16th April, up to 2 days

iv) Save our Buses Facebook email

Noted by members

v) Emails re: Footpath EE195/1 – blocked with barbed wire fence & treehouse over footpath–

PROW are investigating, legal processes underway

Discussions were held, Clerk to chase Public Rights of Way and ask why the barbed wire can't be cut.

Action Clerk

vi) The Street Woodnesborough – Closed due to carriageway patching 25th April, 2 days 7am-7pm
Noted by members.

10. VILLAGE HALL

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

- i) Field Gate

Close the gate signs had been purchased for £17.98, Cllr Baker will attach them. **Action Cllr Baker**

- ii) Hedge Planting

Completed.

- iii) Outdoor Gym Equipment

Discussions were held, it was agreed to re-visit this idea once the cost of the Highway Improvement Plan is known.

- iv) Change of room for Parish Council meetings - Meetings are now booked for the Atrium.
v) Upstairs Room - The Village Hall Committee are looking into the Planning Permission.

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) Natwest account interest received March - £9.14
ii) Precept received £24,277.67

Both of the above noted by members.

- iii) KALC renewal 2024/25 £445.99 plus VAT, last year £445.03 plus VAT.

RESOLVED to renew the KALC subscription for £535.19

- iv) AGAR – deadline 30th June 2024

Noted by members.

13. PAYMENTS

Resolved the following payments should be made.

To pay April

a) £339.00	Clerk's salary April	BACS
b) £119.60	HMRC – PAYE April	BACS
c) £133.58	KCC Pension April	BACS
d) £140.50	Environmental Engineer Salary April	BACS
e) £ 70.00	Woodland Trust via Mervyn Baker – Hedging	BACS
f) £535.19	KALC – Annual Subscription	BACS
g) £ 27.50	Village Hall – room hire	BACS

Paid between meetings

a) £18.00	Unity Trust Service charge	DD
b) £ 3.40	Eastry Post Office – stamps	Card
c) £ 6.95	Tesco – Paper & dividers	Card
d) £17.98	Amazon - Please shut the gate signs x 2	Card
e) £44.34	Lidl – Annual Parish Meeting Refreshments	Card
f) £ 4.99	Rose N Tonys - Annual Parish Meeting paper cups	Card

14. DATE OF NEXT MEETING

The next meeting of the Council will be the Annual Parish Council Meeting on 28th May 2024 at 7.30pm in the Atrium.

Scheduled 25th June 23rd July 24th September

The meeting closed at 10.30pm