

# BROOKLAND PARISH COUNCIL

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## MINUTES 175

### Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland on Monday 29 July 2019 at 7.15 pm

**PRESENT:** Councillor, Mrs S Saxby (Chair), Councillor, Mrs V Wallington and Councillor, Mr C Hill

**PARISH CLERK:** Mrs J Batt

**DISTRICT COUNCILLORS:**

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There were no Members of the Public present.

1. **APOLOGIES FOR ABSENCE**

An Apology for Absence was received from Councillor Roberts (work commitment) and District Councillor Goddard.

2. **APPROVAL OF REASONS FOR APOLOGY FOR ABSENCE**

**Resolution:** Councillors unanimously approved Councillor Roberts' Reason for Absence.

3. **DECLARATIONS OF INTEREST**

**Declarations of Pecuniary Interest**

There were no Declarations of Pecuniary Interest.

**Declarations of Significant Interest**

There were no Declarations of Significant Interest.

i) **Updating of Declarations of Interest for the Code of Conduct**

The Clerk reminded Councillors that they should update their Declarations of Interest with the Monitoring Officer if necessary.

4. **CO-OPTION OF PARISH COUNCILLOR**

Mr Mike Gillies submitted an application to join the Parish Council. Due to a prior work commitment he was unable to attend the meeting, but confirmed he was eligible to stand for the Parish Council and Councillors agreed the following:

**Resolution:** It was unanimously agreed to co-opt Mr Mike Gillies onto Brookland Parish Council.

**Proposed Councillor Saxby**

**Seconded Councillor Wallington**

The Clerk will contact Mr Gillies and arrange for him to complete his Declaration of Acceptance of Office and DPI form as soon as possible.

5. **ACCEPTANCE OF MINUTES**

Minutes 174 of the meeting held on 15 July 2019 were accepted and it was unanimously agreed that Councillor Saxby should sign them.

**Proposed Councillor Wallington      Seconded Councillor Saxby**

6. **PUBLIC INTERVAL**

There were no Members of the Public present.

7. **PLANNING**

Please see attached list.

**Any other matters related to Planning within the Parish**

No other matters were brought to the attention of the Council.

8. **MATTERS FOR REPORT ARISING FROM THE PREVIOUS MEETING**

There were no Matters for Report not covered on the agenda.

9. **CHAIRMAN'S REPORT**

Councillor Saxby had nothing to report which was not covered on the agenda.

10. **CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS**

**Correspondence**

Safety Shop Catalogue

**Email Correspondence – all emails received by The Clerk are forwarded to all councillors with email**

Councillors did not bring any emails to the attention of the meeting.

**Finance**

**Bank Reconciliation**

Balance per Cash Book		Balance at Bank	
Opening Balance	55977.32	Current Account	55923.00
Plus Receipts	7226.84	Plus u/c Receipts	00.00
	63204.16		55923.00
Less Payments	4330.01	Less u/c Payments	378.33
	58874.15		55544.67
Less Earmarked Funds	34341.44	Plus Reserve Account	3329.48
<b>AVAILABLE FUNDS</b>	<b>24532.71</b>		58874.15
		Less Earmarked Funds	34341.44
		<b>AVAILABLE FUNDS</b>	<b>24532.71</b>

**Accounts to be Paid**

<b>PAYEE</b>	<b>CHQ NO</b>	<b>DESCRIPTION</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS £</b>
M Coleman	980	Hedge Cutting	100.00	20.00	120.00

**Proposed Councillor Hill      Seconded Councillor Roberts**

**Earmarked Funds**

	Balance 15 July 2019	+/- July	Balance 29 July 2019
Youth Area Expenses	1568.93		1568.93
Youth Area Rent	100.00		100.00
War Memorial	28.00		28.00
Notice Board	2835.43		2835.43
Cemetery Maintenance Hedge Cutting June	23621.02	-100.00	23521.02
V Hall Grass	400.00		400.00
Tree Maintenance	3350.00		3350.00
Election Expenses	2438.06		2438.06
<b>TOTAL</b>	<b>34341.44</b>	<b>-100.00</b>	<b>34241.44</b>

**Completion of Direct Debit Mandate for ICO**

**Resolution:** Councillors unanimously agreed to complete a Direct Debit Mandate to cover our yearly subscription to the ICO.

**Proposed Councillor Hill**

**Seconded Councillor Saxby**

**Tree Inspection**

The Clerk will contact a Tree Surgeon suggested by Councillor Hill as well as Folkestone and Hythe District Council.

Mr Coleman will be asked to lower the height of the 2 White Poplars, the Field Maple and The Silver Birch by 1/3 at an appropriate time.

**Cemetery Account**

<b>Opening Balance</b>		<b>24516.02</b>
Plus		
Budget 19/20	1760.00	
Sale of Grave Spaces		
Reservations		
Internments		
Memorials		
Transfer of Deed of Grant		<u>1760.00</u>
		<b>26276.02</b>
<b>Less:</b>		
Grass Cutting	600.00	
Spraying Weeds	80.00	
Hedge Cutting	100.00	
Clearing Rubbish	125.00	
Hydrogeo	1850.00	<u>2755.00</u>
		<b>23521.02</b>

**11. ITEMS FOR INCLUSION ON THE NEXT AGENDA**

- Resolution to Adopt the Power of General Competence
- Parish Council Representative at Marsh Forum
- Parish Notice Board
- Fixed Asset Register

**12. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS**

There being no other business the meeting closed at 8.23 pm.

Signed .....Date .....

Chairman

# **BROOKLAND PARISH COUNCIL**

## **PLANNING APPLICATION RECORD**

**2019**

**JULY 2019**

19/00700/FH Boarmans Farm Boarmans Lane Brookland Romney Marsh Kent TN29 9TS  
Installation of new windows on the north and south first floor elevations and  
associated loft conversion to provide for two bedrooms and an en suite bathroom  
**Parish Council: Support**