

BROOKLAND PARISH COUNCIL

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MINUTES 138

Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland On Monday, 20 July 2015 at 7.15 pm

PRESENT: Councillor, Mrs S Saxby (Chair), Councillor, Mrs K Coleman
Councillor Mrs V Wallington, Councillor Mr J Burgoyne
and Councillor Mr C Hill

PARISH CLERK: Mrs J Batt

DISTRICT COUNCILLORS:

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 2 Members of the Public present for part of the meeting.

1. APOLOGIES FOR ABSENCE

An Apology for Absence was received from County Councillor, Mrs C Waters and District Councillor, Mr C Goddard.

2. DECLARATIONS OF INTEREST

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

Councillor Wallington declared an interest in matters pertaining to the Memorial Garden as she is a neighbour of the lady concerned.

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.

3. ACCEPTANCE OF MINUTES

Minutes 137 of the last ordinary meeting were accepted and it was unanimously agreed that Councillor Saxby should sign them.

Proposed Councillor Hill Seconded Councillor Coleman

4. PARISH COUNCIL WEBSITE

Resolution: Councillors unanimously agreed to ask Mr Stanley to close the Brookland.org.uk website and transfer all the information to the Brookland area on the KCC website.

Proposed Councillor Saxby Seconded Councillor Wallington

5. MATTERS FOR REPORT ARISING FROM PREVIOUS MEETING

There were no matters arising that were not covered on the agenda.

6. PUBLIC INTERVAL

The meeting was opened to Members of the Public present from 7.25 – 7.37 for questions and comment.

7. CHAIRMAN'S REPORT

Councillor Saxby reported on the meeting between the Parish Council, KHS and PROW regarding Brack Lane.

8. CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS**Correspondence**

Clerk and Councils Direct
Community War Graves

Email Correspondence – all emails forwarded to councillors with email

Mr Staples regarding Brack Lane

Finance**Bank Reconciliation**

Balance per Cash Book		Balance at Bank	
Opening Balance	34203.13	Current Account	35936.09
Plus Receipts	7719.23	Plus u/c receipt	1400.00
	41922.36		37336.09
Less Payments	4004.80	Less u/c cheques	2364.49
	37917.56		34971.60
Less Earmarked funds	17061.81	Plus Reserve a/c	3320.81
Available Funds	20855.75		38292.41
		Less Earmarked Funds	17061.81
		Available Funds	20855.75

Accounts to be paid

PAYEE	CHQ NO	DESCRIPTION	NET £	VAT £	GROSS £
Mrs J Batt	760	Salary	183.18		
		Expenses	8.01		
		General Admin	20.40		211.59
M Coleman	761	Grass Cutting in Cemetery	150.00		150.00
SDC	762	Election Expenses	454.80		454.80

Proposed Councillor Hill

Seconded Councillor Saxby

Earmarked Funds

	Balance 15 June 2015	+/- July	Balance 20 July 2015
Youth Area Expenses	1883.38		1883.38
Youth Area Rent	NIL		NIL
War Memorial	28.00		28.00
Notice Board	735.43		735.43
Cemetery Maintenance	9116.03	-150.00	8966.03
Village Hall Grass	NIL		NIL
Tree Maintenance	2500.00		2500.00
Election Expenses	2948.97		2948.97
TOTAL	17211.81	-150.00	17061.81

Insurance

Nothing to report.

Village Risk Assessment/Risk Inspection

We are waiting to hear from SDC regarding ownership of the seats and benches.

Councillor Saxby and Councillor Wallington will do a risk assessment in time for the September meeting. The Clerk forwarded the necessary forms.

Provision of Fire Proof Storage for Parish Council Documents

Councillor Wallington is investigating the possibility of purchasing a refurbished filing cabinet. If she finds a suitable one during the Summer Recess Councillors agreed to proceed with the purchase.

Portable Speed Detectors

Councillors unanimously agreed not to contribute to the joint purchase of a portable speed detector as suggested by Ivychurch Parish.

Defibrillators

Following discussion Councillors agreed not to progress this any further at this moment in time.

Proposed Closure of Brack Lane

Councillor Saxby reported that following the meeting with officers from Kent Highway Services and Public Rights of Way we can either:-

1. Agree to continue with a Temporary Road Traffic Order to keep the road closed until September 2017. After this time KHS will have to apply to the Secretary of State if they wish it to remain closed and he will give a ruling as to whether it should be closed or open to the public again.

This will allow time for:-

The badgers to move

For Natural England to come up with a solution to the badger problem

For the money to be found to repair the road

This will simply be a continuation of the position we have been in for the last 8 years.

or

2. The Parish Council agrees to a permanent closure from a few yards in from each end to allow access to the public rights of way and to allow the farmer access to his field. The closure will be irreversible.

Resolution: Councillors unanimously agreed to inform KHS that they wished proceed with option one.

Proposed Councillor Hill

Seconded Councillor Coleman

9. CEMETERY

Cemetery Administration and Maintenance

The Clerk informed councillors that we have received a letter from the Technical Manager at the Community War Graves Commission, informing us that the longstanding Maintenance Agreement for the upkeep of scattered graves in Brookland Cemetery, between the commission and the Parish Council is no longer appropriate, as he believes it is costing us collectively more money to process the payment. He has, therefore taken the initiative to cancel the agreement.

According to the Commission's records our site is a Category 1 site which means that it fully meets the requirements for the Commission's standards and the CWGC is grateful for the Parish Council's support and continued maintenance.

10. YOUTH AREA

The Crown Estates has still not cashed the cheques for the rent.

11. PLANNING

It was noted that the applicant who submitted Planning Application no 15/0499/SH has elevated the application to the Appeals Inspectorate, following refusal by SDC.

12. COMMUNITY SAFETY

Nothing to report. To be removed from future agendas.

13. VILLAGE RESPONSIBILITIES**Items to be reported to Kent Highway Services/PROW/IDB**

The Clerk was asked to report the rubbish and animal carcasses that have been dumped along Old House Lane.

14. FORUM FOR EXCHANGE OF IDEAS BETWEEN COUNCILLORS

The scattering or burial of cremated remains in the cemetery to be added to the next agenda.

16. RESOLUTION TO CLOSE MEETING TO MEMBERS OF THE PUBLIC AND PRESS TO ENABLE COUNCILLORS TO DISCUSS ITEMS OF A LEGAL AND PERSONAL MATTER

Resolution: Pursuant to section1 (2) of the public bodies (Admission to Meetings Act 1960), it was unanimously resolved that members of the public be excluded from the next agenda item as it concerns matters of a personal nature.

All Members of the Public had already left the meeting by this point.

Councillor Wallington left the meeting.

As our solicitor has not received a reply from Mrs Hews, Councillors approved the following

Resolution: Councillors unanimously agreed to give Mrs Hews and her immediate family permission to continue to work on the 2 rose beds and the memorial stone situated in the Memorial Garden in Brookland Cemetery.

The Parish Council takes no responsibility for the 2 rose beds and the memorial stone, but should the rose beds remain untended for a period of three months or there are concerns regarding the stone, then the Parish Council will intercede as appropriate.

Proposed Councillor Saxby Seconded Councillor Burgoyne

Our insurers will be informed of this permission for their records.

There being no other business the meeting closed at 8.25 pm.

Signed Dated
Chairman