

# BROOKLAND PARISH COUNCIL

*[Draft Minutes – to be accepted at next meeting]*

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## MINUTES 89

### Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland on Monday 21 February 2011 at 7.15 pm

**PRESENT:** Mr C Hill (Chair), Mrs K Coleman, Mr Hyman and Mr N Knight

**PARISH CLERK:** Mrs J Batt

**DISTRICT COUNCILLOR:**

**COUNTY COUNCILLOR:**

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

**1. APOLOGIES FOR ABSENCE**

There were no Apologies for Absence.

**2. DECLARATIONS OF INTEREST**

There were no Declarations of 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.

**3. ACCEPTANCE OF MINUTES**

Minutes 88 of the last meeting were accepted and it was unanimously agreed that Mr Hill should sign them.

Proposed Mr Hyman      Seconded Mr Knight

**4. PARISH COUNCIL WEBSITE**

Nothing to report.

**5. MATTERS FOR REPORT FROM PREVIOUS MEETING**

We have received a reply to our letter to Nick Chard re Brack Lane. The work will be done when funds allow.

**6. PUBLIC INTERVAL**

There were no Members of the Public present.

**7. CHAIRMAN'S REPORT**

Mr Hill reported that Carole Waters has been elected as our new County Councillor.

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

BTCV Kent Heritage Trees Project  
 KALC re meeting 20 January 2011  
 SDC National and Local Requirements for the Validation of Planning Applications  
 Mid Kent Memorials  
 KCC re Brack Lane and Grove Lane  
 Environment Agency  
 Cinque Port Town of New Romney, invitation to meeting to be held 15.02.11  
 Freedom  
 KALC Parish News etc  
 New Romney Town Council  
 AwCRK

The clerk handed councillors a copy of the proposed:

Child Protection Policy  
 Complaints Procedure  
 Equal Rights Policy  
 Procedure for dealing with the Press

She asked Councillors to read and send her any changes before the next meeting.

The Clerk reported that although Parish Clerks have not received a pay rise linked to inflation, they are still entitled to move one point up the salary scale. The Clerks Salary will be included on the next agenda.

**Email Correspondence**

Mr Hyman brought the email from SDC regarding forthcoming elections to the attention of councillors.

**Finance****Bank Reconciliation – Statement 189 1 November 2010 and 82 1 October 2010**

<b>Balance per Cash Book</b>		<b>Balance at Bank</b>	
Opening Balance	12935.22	Current Account	13937.61
Add Receipts	<u>12415.01</u>	Less u/c cheques	<u>200.00</u>
	25350.23		13737.61
Less Payments	<u>8080.77</u>	Reserve Account	3313.48
	<b>17269.46</b>	War Bonds	<u>218.37</u>
			<b>17269.46</b>

**Received this month**

Miss S Lambert      Payment for additional inscription on memorial      £15.00

**Accounts to be paid**

There were no Accounts to be paid.

**Resolution:** Following the email from Shepway District Council, Councillors unanimously agreed to transfer £1500 to earmarked funds to cover possible election expenses.

**Earmarked Monies**

The following earmarked monies, totals including amounts budgeted for 2010/2011, are included in the balance shown above:-

	Balance Jan	+/- Feb	Balance Feb
Youth Area Expenses	2129.00		2129.00
Bus Shelter	2839.63		2839.63
Noticeboard	NIL		NIL
Village Hall Fence			
	NIL		NIL
B Team	173.15		173.15
B Team Rent	500.00		500.00
Youth Area Rent	NIL		NIL
Wall Memorial – Added Nov	300.00		300.00
Cemetery Wall Councillors agreed to rename Cemetery Maintenance	2016.00		2016.00
Election Expenses		+1500.00	1500.00
<b>TOTAL</b>	<b>7957.78</b>	<b>+1500.00</b>	<b>9457.78</b>

Current Account Balance	13737.61
Reserve Account Balance	<u>3313.48</u>
	17051.09
Less Earmarked monies	<u>9457.78</u>
Available Funds	7593.31

**Insurance**

Nothing to report.

**Request for a Bus Shelter at Rosemary Corner**

Mr Hill will send the necessary plans to the National Land Enquiries Department of The Highways Agency as requested by them via email dated 17 February 2011.

**Risk Assessment/Risk Inspection**

Mr Hyman and Mrs Coleman will complete the Risk Assessment in time for the March meeting.

**Village Clean Up**

Mr Hill reported that Mrs Akers is organising a Village Clean Up on 10 April.

9. **YOUTH AREA**

We have still not heard anything from the Crown Estates regarding the rent for the Youth Area.

10. **CEMETERY**

**Resolution:** Councillors unanimously gave permission for Miss S Lambert to add a Further inscription to the memorial on her parents’ grave.

11. **PLANNING**

No applications received.

The Clerk asked for copies of the minutes in time for the annual audit.

12. **COMMUNITY SAFETY**

PCSO Connolly was unable to attend the meeting.

13. **DISTRICT COUNCILLORS REPORT**

No one from SDC was in attendance.

14. **COUNTY COUNCILLORS REPORT**

No one from KCC was in attendance.

15. **VILLAGE RESPONSIBILITIES**

**Matters Arising from the Round Robin**

There were no matters arising.

**Village Hall**

Mr Hill reported that a meeting of the Village Hall Committee is due to be held on 28 February.

**Items to be reported to the County Lengthsmen**

Nothing to report.

16. **FORUM FOR EXCHANGE OF IDEAS BETWEEN COUNCILLORS**

There being no other business the meeting closed at 8.30 pm.

Signed ..... Dated .....

Chairman