

BROOKLAND PARISH COUNCIL

Members are summoned to a meeting of Brookland Parish Council to be held on Monday 20th September 2021 at 7.15pm at The Village Hall, Brookland.

DRAFT MINUTES

Present: Cllr Saxby, Cllr Roberts, Cllr Gillies, Cllr Pollard, County Cllr Hills, A Lawson

1. APOLOGIES FOR ABSENCE

Received from Cllr Wallington – unwell and District Councillor Goddard – prior meeting.

2. DECLARATIONS OF INTEREST

None

3. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING

Held on 26th July 2021 were agreed as a true record of the meeting and signed off by the Chairman. Proposed Cllr Roberts, Seconded Cllr Gillies and unanimously agreed.

4. QUESTIONS FROM MEMBERS OF THE PUBLIC – Public Participation

No members of the public were in attendance.

5. PLANNING

Members had no comment on the proposed planning application **21/1792/FH/PIP** for low-level development of North Unit Pepperland Nursery.

6. MATTERS FOR REPORT ARISING FROM PREVIOUS MEETING

The planning application for Brattle Lodge is due to be decided this week. Cllr Hills advised he will be attending the F&HDC planning committee meeting.

7. CHAIRMAN'S REPORT & REPORTS FROM OTHER OUTSIDE BODIES

County Cllr Hills advised members that the construction of sea defences at Lydd ranges is in progress, a project that is important to the whole of the Romney Marsh. Other local initiatives under consideration include other improvements to flood defences, an electric bus service linking New Romney to the railway station and appointing local emergency/environment wardens.

8. FINANCE

Members reviewed invoices paid and to be paid since the last meeting and forecast expenses to the end of September. There were no queries or questions on the Parish Council accounts (Appendix 1).

9. POWER OF COMPETENCE – LOCALISM ACT 2011

The Clerk outlined the Council are now able to adopt the Power of Competence as the conditions for adoption set by the Localism Act 2011 have been met. It is used as a power of first resort and allows the Council to do what an individual lawfully can. Members agreed to adopt the power for the remainder of this election term. Proposed Cllr Gillies, Seconded Cllr Roberts and unanimously agreed.

10. FUNDING REQUEST FROM ST AUGUSTINE CHURCH

Members reviewed a request from St Augustine's church who are looking to upgrade the sound system, Cllr Hills advised he has agreed to part fund the work and the Parish Council unanimously agreed to fund the remainder of the work to complete the project.

11. CORRESPONDENCE AND OTHER COUNCIL BUSINESS

- a. Queen's Platinum Jubilee Celebrations – Members agreed to register the village as taking part in the event on 2nd June 2022 with the beacon being lit at the Church.
- b. Village Sign – F&HDC have been unable to give permission for a village sign to go on land by the church. Cllr Hills to see if he can assist with obtaining the appropriate permission.
- c. Refurbishment of Village Phone Box – Should start this week.

12. ANY FUTURE AGENDA ITEMS

Footpaths

The meeting closed at 8.21pm

Brookland Parish Council

Finance Summary- September Meeting

Bank Reconciliation

Unity Bank

£

Opening Balance - 30/06/21 57,958.35

Add

-

57,958.35

Less

IT Outcomes 14.09

M Coleman 120.00

Trident 30.00

M Coleman 180.00

M Coleman 60.00

Salary 320.76

Hopkins 52.56

IT Outcomes 14.09

M Coleman 240.00

Brookland PCC 147.00

Village hall hire 16.00

Trident 30.00

Salary 327.00

ICO 35.00

Expenses 1,586.50

Balance at 31/08/21

56,371.85

Invoices paid & authorised since the last meeting

28/07/2021	Salary		320.76
04/03/2021	Hopkins	Defib Consumables	52.56
01/08/2021	IT Outcomes	IT Support	14.09
01/08/2021	M Coleman	Grounds Maint	60.00
01/08/2021	M Coleman	Grounds Maint	180.00
12/08/2021	Brookland PCC	Clock Maintenance	147.00
10/08/2021	Village Hall Hire		16.00
31/07/2021	Trident	Waste Disposal	30.00
27/08/2021	Salary		327.00
27/08/2021	ICO	Annual Fee	35.00
03/09/2021	We Weld	Gates and railings	4,267.34
01/09/2021	M Coleman	Grounds Maint	252.00
01/09/2021	M Coleman	Grounds Maint	180.00
01/09/2021	M Coleman	Grounds Maint	60.00

BROOKLAND PARISH COUNCIL
Income & Expenditure 2021/22 - Actual & Budget
as at 31/08/21

ACTUAL 2020/2021		BUDGET 2021/2022	ACT TO DATE 2021/2022	ACT v BUD 2021/2022	Forecast 2021/22
RECEIPTS					
12,000.00	Precept	12,870.00	6,435.00	- 6,435.00	12,870.00
1.33	Interest			-	
2,698.00	Cemetery			-	
325.00	Grave Digger			-	
1,529.94	VAT Recovered		1,992.49	1,992.49	1,992.49
16,554.27	TOTAL	12,870.00	8,427.49	- 4,442.51	14,862.49

ACTUAL 2020/2021		BUDGET 2020/2021	ACTUAL 2021/2022	ACT v BUD 2020/2021	Forecast 2021/22
EXPENDITURE					
3,662.03	Clerk's Salary	3,800.00	1,535.04	2,264.96	3,800.00
197.60	Clerk's Expenses	180.00	75.00	105.00	180.00
22.00	General Admin	350.00	18.00	332.00	350.00
75.00	Internal Audit	100.00	90.00	10.00	90.00
35.00	ICO	35.00	35.00	-	35.00
129.14	Computer Maintenance	180.00	58.70	121.30	180.00
300.00	Training	500.00	150.00	350.00	500.00
-	Election Expenses			-	
78.06	Website	25.00	14.39	10.61	14.39
96.00	Village Hall Rent/Heat	300.00	16.00	284.00	80.00
191.72	KALC Subscription	200.00	193.70	6.30	193.70
75.00	SLCC Subscription	100.00	72.00	28.00	72.00
827.98	Insurance	850.00	851.32	- 1.32	851.32
1,560.00	Cemetery Grass Cutting	1,560.00	980.00	580.00	1,560.00
-	Cemetery Hedges	200.00	180.00	20.00	200.00
3,168.00	Cemetery Fencing		3,556.12	- 3,556.12	3,556.12
398.00	Cemetery Admin Fees	1,000.00	400.00	600.00	400.00
250.00	Clearance of Rubbish from Cemetery	150.00	125.00	25.00	150.00
-	Tree Inspection			-	
350.00	Removal/Maintenance of Trees	1,000.00		1,000.00	1,000.00
1,821.00	Youth Area		200.00	- 200.00	200.00
100.00	Youth Area Rent	100.00		100.00	100.00
-	Wreath for Remembrance	50.00		50.00	50.00
-	Contingency Fund	500.00		500.00	500.00
-	Contribution to Marsh Harrier	200.00		200.00	200.00
2,023.50	Village Hall Grass Cutting	1,000.00	400.00	600.00	1,000.00
60.00	Thank You Gift			-	
-	Clock Maintenance	150.00	147.00	3.00	150.00
315.00	Defib Maintenance	190.00	232.80	- 42.80	232.80
-	Christmas Decorations			-	
-	Refund of Cemetery Fees			-	
675.00	Grave Digger			-	
148.00	Contributions to Good Causes	150.00		150.00	150.00
1,992.49	VAT on Expenses	-	1,191.27	- 1,191.27	1,191.27
18,550.52	TOTAL	12,870.00	10,521.34	2,348.66	15,795.33