

BROOKLAND PARISH COUNCIL

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MINUTES 124

[DRAFT – to be accepted at the next Meeting]

Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland on 16 June 2014 at 7.15 pm

PRESENT: Mr C Hill (Chair), Mrs K Coleman, Mrs H Lewis and Mr R Hyman

PARISH CLERK: Mrs J Batt

COUNTY COUNCILLOR: Mr D Baker

MEMBERS OF THE PUBLIC: There were 4 Members of the Public present.

1. APOLOGIES FOR ABSENCE

There were no Apologies for Absence.

2. 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.

3. ACCEPTANCE OF MINUTES

Minutes 122 of the last ordinary meeting and 123 of the EGM held on 9 June were accepted and it was unanimously agreed that Mr Hill should sign them.

Proposed Mr Hyman Seconded Mrs Coleman

4. PARISH COUNCIL WEBSITE

Nothing to report.

5. MATTERS FOR REPORT ARISING FROM PREVIOUS MEETING

The telephone box has been painted.

6. PUBLIC INTERVAL

The meeting was opened to Members of the Public present from 7.17 – 7.22 for questions and comment.

7. CHAIRMAN'S REPORT

The Chairman had nothing to report that was not covered on the agenda.

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

Air Ambulance

John Paine Farms

South East Water re Water Main Installation in Kennards Lane, Brookland

KCC re Proposed Extinguishment of Public Footpath HM29, Brookland – Mr Hill took the form to complete, following consultation with other councillors and send to KCC.

Email Correspondence – all emails forwarded to 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	27117.01	Current Account	26354.69
Plus Receipts	<u>2980.00</u>	Plus u/c receipt	<u>0.00</u>
	30097.01		26354.69
Less Payments	<u>2865.78</u>	Less u/c cheques	<u>2442.33</u>
	27231.23		24912.36
		Plus Reserve a/c	<u>3318.87</u>
			27231.23

Accounts to be paid

PAYEE	CHQ NO	DESCRIPTION	NET £	VAT £	GROSS £
Mrs J Batt	708	Salary Expenses	166.61 50.86	3.20	220.67
M Coleman	709	Grass Cutting – Cemetery – Hall Field	150.00 40.00		190.00
Mr R Velvick	710	Grave Digging	325.00		325.00
The Post Office	711	Income Tax	124.80		124.80

Proposed Mr Hill

Seconded Mrs Coleman

Earmarked Funds

	Balance 19 May 14	+/- June	Balance 16 June 14
Youth Area Expenses	1883.33		1883.33
Youth Area Rent	NIL		NIL
War Memorial	2000.00		2000.00
Notice Board	535.43		535.43
Cemetery Maintenance Grass Cutting	4688.03	150.00	4538.03
Village Hall Grass Grass Cutting	480.00	40.00	440.00
Tree Maintenance	1000.00		1000.00
Election Expenses	2948.97		2948.97
TOTAL	13535.76	190.00	13345.76

Insurance

The Clerk reported that she had signed and returned the Standard Long Term Agreement.

Village Risk Assessment/Risk Inspection

Nothing to report.

Licence for Village Hall Field

A letter has been received from John Paine Farms informing us that their solicitor does not feel it will be possible for there to be a licence that will satisfactorily protect the interests of John Paine Farms. Therefore they are withdrawing the offer of the field for village use and taking it back into their own use.

Councillors asked the Clerk to write to Mrs Paine and thank her for the use of the field over the past 8 years.

Bank Mandate

Mrs Andrews and Mrs Lewis will take the mandate into the bank during the next month.

Provision of Fire Proof Storage for Parish Council Documents

Councillors will investigate the filing cabinets available and make a decision at the next meeting.

9. CEMETERY**Cemetery Administration**

Nothing to report.

Memorial Garden

The Clerk distributed copies of the documents it was proposed to send to Mrs Hews and reported that the Auditor had looked at them and made a few slight alterations, which she had included. Councillors unanimously agreed that the documents should be sent. The documents to be delivered by hand following the meeting.

Memorial Gates

Nothing to report.

Work to War Memorial for Repairs to Cemetery Bridge

The work should start in the next few weeks

10. YOUTH AREA

The Clerk reported that she had sent the cheques to the Crown Estates

11. PLANNING

No applications received.

12. COMMUNITY SAFETY

Nothing to report.

13. VILLAGE RESPONSIBILITIES

Matters Arising from the Round Robin

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

Seating at Bus Stop

Mr Hill reported that he had spoken to SDC and an engineer would be visiting shortly to investigate the possibility of installing seating in the shelter.

Events to commemorate the outbreak of World War One

It was suggested that Rev Body should be asked to re-dedicate the Memorial Gates on 10 August.

Items to be reported to Kent Highway Services/PROW/IDB

The hedge along Straight Lane outside of Manor House needs cutting back

The hedge along Old Rye Road needs cutting back.

14. FORUM FOR EXCHANGE OF IDEAS BETWEEN COUNCILLORS

There being no other business the meeting closed at 7.37 pm.

Signed Dated
Chairman