

# BROOKLAND PARISH COUNCIL

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## MINUTES 152

### Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland on Monday 17 October 2016 at 7.15 pm

Prior to the meeting a presentation was given on The Romney Marsh and The Romney Marsh Partnership. Please see their website [www.visitromneymarsh.com](http://www.visitromneymarsh.com).

**PRESENT:** Councillor, Mrs S Saxby (Chair), Councillor, Mrs K Coleman,  
Councillor Mrs V Wallington, Councillor Mr J Burgoyne and  
Councillor Mr C Hill  
Mr Clive Stanley for part of the meeting

**PARISH CLERK:** Mrs J Batt

**DISTRICT COUNCILLORS:**

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There was one Member 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 151 of the meeting held on 22 August 2016 were accepted and it was unanimously agreed that Councillor Saxby should sign them.

**Proposed Councillor Wallington      Seconded Councillor Hill**

**4. PARISH COUNCIL WEBSITE**

Councillors agreed to migrate information across to the KCC EiS website with immediate effect.

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

An officer from Highways England replied to our email about lorry trailers being left in laybys, informing us that HE is not an enforcement agency and as such has little power to move parked vehicles or trailers on. The recommendation is that anyone concerned should contact the police by calling 101 and report the issue to them.

**6. PUBLIC INTERVAL**

The meeting was opened to the Member of the Public present from 7.20 - 7.30 for questions and comment.

**7. CHAIRMAN'S REPORT**

Nothing to report.

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

Marie Curie – Dinner Down Memory Lane  
Clerk and Councils Direct  
Damian Collins MP  
Nat West  
KALC Notice of the 69<sup>th</sup> AGM

**Email Correspondence – all emails forwarded to councillors with email**

NALC/KALC re the Local Government finance settlement 2017/2018 technical consultation (closes 28/10/16). Government proposals include consideration about the extension of council tax referendums to all local precepting authorities including small parish councils such as ours.

**Finance****Bank Reconciliation**

<b>Balance per Cash Book</b>		<b>Balance at Bank</b>	
Opening Balance	49168.45	Current Account	46053.68
Plus Receipts	<u>5704.76</u>	Plus u/c receipts	<u>0.00</u>
	<b>54873.21</b>		<b>46053.68</b>
Less Payments	<u>8397.83</u>	Less u/c cheques	<u>2901.21</u>
	<b>46475.38</b>		<b>43152.47</b>
Less Earmarked funds	<u>25961.93</u>	Plus Reserve a/c	<u>3322.91</u>
<b>Available Funds</b>	<b>20513.43</b>		<b>46475.38</b>
		Less Earmarked Funds	<u>25961.93</u>
		<b>Available Funds</b>	<b>20513.43</b>

**Accounts to be paid**

<b>PAYEE</b>	<b>CHQ NO</b>	<b>DESCRIPTION</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS £</b>
Mrs J Batt	818	Salary Expenses General Admin	531.42 8.01 31.78		571.21
J Burgoyne Ltd	819	Clearing Rubbish	80.00	16.00	96.00
The Play Inspection Co	820	Annual Inspection	62.50	12.50	75.00
M Coleman	821	Grass Cutting Spraying Weeds	150.00 80.00	46.00	276.00
Clive Stanley	822	Webmaster Services	143.00		143.00
M Coleman	823	Grass Cutting	150.00	30.00	180.00
Royal British Legion	824	Wreath	50.00		50.00

**Proposed Councillor Saxby****Seconded Councillor Wallington****Bank Mandate**

Councillors will visit the bank with their ID so that a new mandate can be activated.

	<b>Balance 22 Aug 2016</b>	<b>+/- Oct</b>	<b>Balance 17 Oct 2016</b>
Youth Area Expenses	1751.43	-62.50	1688.93
Youth Area Rent	NIL		NIL
War Memorial	28.00		28.00
Notice Board	835.43		835.43
Cemetery Maintenance	19025.40		
Grass Cutting – Aug		-150.00	
Spraying Weeds		-80.00	
Clearing Rubbish		-80.00	
Grass Cutting – Sept		-150.00	
Error Sept 2015		-150.00	18415.40
Village Hall Grass	NIL		NIL
Tree Maintenance	2350.00		2350.00
Election Expenses	2494.17		2494.17
<b>TOTAL</b>	<b>26484.43</b>	<b>-672.50</b>	<b>25811.93</b>

**Budget and Setting of Precept for 2017/2018**

Councillors were given a copy of the Summary Receipts and Payments for consideration. The budget will be prepared at the November meeting.

**SDC Parish Charter for Shepway District**

Defer to next meeting.

**Risk Assessment**

Councillors will complete in time for the next meeting.

**9. CEMETERY****Arrangements for Clearance of Rubbish from Cemetery**

J Burgoyne Ltd will continue to clear the rubbish until after Christmas. Mrs Saxby will contact a local firm and discuss setting up a contract to include a replacement bin.

Mr Hill will ask Mr Coleman to strim the brambles and weeds around the edge of the Cemetery as we have received a complaint from a Deed of Grant Holder.

**Quotation for Cemetery Fence**

Defer to the new year.

**Registering of Memorial Garden**

Nothing to report. We are still waiting to hear from the Solicitor.

**Cemetery Account as at 17 October 2016**

<b>Opening Balance</b>		<b>14386.03</b>
Plus:		
Budget 16/17	1860.00	
Sale of Grave Spaces	1200.00	
Reservations	800.00	
Internments	1875.00	
Memorials	<u>550.00</u>	
		<b><u>6285.00</u></b>
Less:		<b>20671.03</b>
Error September 2015	150.00	
Plans for Land Registry	80.00	
Cemetery Deeds	45.63	
Vegetation Clearance	650.00	
Grass Cutting	1050.00	
Spraying	160.00	
Clearing Rubbish	<u>120.00</u>	<b><u>2255.63</u></b>
		<b>18415.40</b>

**10. YOUTH AREA****Report from The Play Inspection Co**

Councillors will deal with this when undertaking the Risk Assessment.

It was agreed to instruct The Play Inspection Co to undertake next year's inspection.

**11. PLANNING**

Please see attached.

**Pepperland Nursery Public Consultation**

Councillors completed the Public Consultation Feedback Questionnaire on behalf of the Parish Council and Mrs Saxby will hand it in on 22 October 2016.

Councillors agreed that they did not support the proposed development on the grounds that it is outside the settlement boundary, adjacent to the conservation area and it is over development of the site.

**Any other matters related to Planning issues within the Parish**  
**SDC Local Plan Preferred Options**

Three sites have been put forward: -

Old Slaughterhouse Brookland

Pod Corner

Land opposite Pod Corner

**Resolution:** Councillors unanimously agreed not to comment on any of the above proposals.

**12. VILLAGE RESPONSIBILITIES**

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

No items put forward.

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

The next meeting will be held on 21 November 2016.

There being no other business the meeting closed at 8.39 pm.

Signed ..... Dated .....  
Chairperson

# **BROOKLAND PARISH COUNCIL**

## **PLANNING APPLICATION RECORD**

**2016**

### **OCTOBER 2016**

Y16/1107/SH Brattle Lodge Kennards Lane Brookland Romney Marsh Kent TN29 9FH  
Retrospective application for the retention of an agricultural outbuilding  
(Field Shelter/Barn)  
**Parish Council: Support**

#### **Decision Notices received from SDC**

Y16/0550/SH Sunnyside, Old House Lane, Brookland, Romney Marsh, Kent TN29 9RN  
Change of use of land from agricultural to the keeping of horses and erection of  
associated fencing and lighting  
**District Council: Approved with Conditions**

