

BROOKLAND PARISH COUNCIL

Page 459

DRAFT MINUTES 114

Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland on Monday 23 September 2013 at 7.15 pm

PRESENT: Mr C Hill (Chair), Mrs K Coleman and Mr R Hyman
Mr C Stanley, Webmaster

PARISH CLERK: Mrs J Batt

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 5 Members of the Public present.

1. APOLOGIES FOR ABSENCE

An apology for Absence was received from KCC Councillor, David Baker.

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 113 of the last meeting 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

There were no Matters for Report that were not covered on the agenda.

6. PUBLIC INTERVAL

The meeting was opened to Members of the Public present from 7.18 – 7.53 for questions and comment.

7. CHAIRMAN'S REPORT

Mr Hill reported that Southern Water are working in Rectory Lane and the lane outside the Royal Oak has been micro asphalted.

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

Sovereign
Victim Support
Apek
Silver River
Clerk and Councils Direct
KCC re Street Lighting
Mrs Paine
KALC Good Councillors Guide
Sovereign

The Clerk was asked to order 5 copies of The Good Councillors Guide.

Email Correspondence

Mrs Rockett re Stopping up Order for Brack Lane

Councillors asked the Clerk to inform Mrs Rockett that the Parish Council objects to KHS pursuing a Stopping up Order for Brack Lane on the grounds of safety.

Finance**Bank Reconciliation**

Balance per Cash Book		Balance at Bank	
Opening Balance	20304.67	Current Account	21426.00
Plus Receipts	8256.58	Plus u/c receipt	0.00
	28561.25		21426.00
Less Payments	4217.64	Less u/c cheques	400.00
	24343.61		21026.00
		Plus Reserve a/c	3317.61
			24343.61

Accounts paid during the Summer Recess

Councillors Coleman, Hill and Hyman agreed to the following being paid:-

PAYEE	DESCRIPTION	NET £	VAT £	GROSS £
M Coleman	Grass Cutting	230.00		230.00

Accounts to be paid

PAYEE	DESCRIPTION	NET £	VAT £	GROSS £
Mrs J Batt	Salary Expenses	333.02 42.23		375.25
The Post Office	Income Tax	125.00		125.00
M Coleman	Grass Cutting	230.00		230.00
The Play Inspection Co	Annual Inspection	84.95	16.99	101.94
PKF Littlejohn	Audit Fee	100.00	20.00	120.00
		915.20	36.99	952.19

Proposed Mr Hill**Seconded Mr Hyman****Earmarked Funds**

	Balance 17 July 13	+/- Sept	Balance 23 Sept 13
Youth Area Expenses	1928.28	84.95	1843.33
Youth Area Rent	100.00		100.00
War Memorial	2000.00		2000.00
Notice Board	535.43		535.43
Cemetery Maintenance	4408.03		
July Grass		230.00	
August Grass		230.00	3948.03
Election Expenses	2448.97		2448.97
TOTAL	11420.71	544.95	10875.76

Adoption of Externally Audited Annual Return

Since the publication of the agenda, the Annual Return has been received back from the External auditor with no matters arising. The Annual Return and the notice have been posted on the notice board.

Resolution: Councillors unanimously agreed to adopt the Externally Audited Annual Return.

Proposed: Mr Hyman**Seconded: Mrs Coleman****Insurance**

Nothing to report.

Southern Water's Review of Brookland Wastewater Treatment works

A representative from Southern Water contacted the Clerk on 20 September and informed her that they were trying to obtain information from the engineer and that they would contact her again on 23 September, which they did not do. The Clerk will contact them again.

Annual Safety Inspection of MUGA and Youth Shelter

Mr Hill will contact Monster Play to order a bag of the porous surfacing to repair the cracks.

Resolution: Councillors unanimously agreed to instruct The Play Inspection Co to carry out the inspection in 2014.

Proposed: Mr Hyman **Seconded:** Mr Hill

Village Risk Assessment/Risk Inspection

Mrs Coleman and Mr Hill carried out a Risk Inspection on 6 September.

Mr Hill will has dealt with or will deal with the minor issues on the Risk Inspection sheet as listed below:-

MUGA

Graffiti to be removed

Weed growth has already been dealt with

Litter bin emptying

CEMETERY

Gates to be washed and painted

Response from Landowner regarding the Use of the Field at the rear of the Village Hall for Dog Walking

Mr Hill read out a letter from Mrs Paine stating that she does not want dogs to be walked in the field. A letter was also sent to the Clerk stating that it was in order for the Chairman to erect a gate between the hall and the Recreation Ground.

Review of Parish Council Paperwork

Mr Hill confirmed that all is in order

9. CEMETERY

Concerns were expressed during the Public Interval that people, who were not residents of Brookland, were able to purchase burial plots in the cemetery. Those present were assured that there were enough spaces for residents to purchase should they wish to.

10. YOUTH AREA**Proposal from Parishioners to relocate the MUGA**

No proposals received to date. Councillors will consider any that are received.

11. PLANNING

Please see attached list.

12. **COMMUNITY SAFETY**

Mr Hill regularly liaises with the police when the mobile police station is in the car park.

We have been experiencing problems with people shooting rabbits in the cemetery and leaving dead rabbits and spent cartridges on the site. The cartridges could cause a serious accident if thrown up by the mower. The police have been informed and are monitoring the situation.

13. **VILLAGE RESPONSIBILITIES**
Matters Arising from the Round Robin

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

Village Hall

Nothing to report.

Items to be reported to Kent Highway Services/PROW

Councillors agreed not to request a salt bag on behalf of the Parish Council. However, should a resident agree to take responsibility for one as last year we will order one.

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

There being no other business the meeting closed at 8.53 pm.

Signed Dated
Chairman

BROOKLAND PARISH COUNCIL

PLANNING APPLICATION RECORD

2013

SEPTEMBER 2013

Y13/0823/SH Brattle Cottage, King Street, Brookland, Romney Marsh, Kent TN29 9RJ
Erection of a single storey side extension.
Parish Council: Support

Y13/0859/SH Framlea, Rye Road, Brookland, Romney Marsh, Kent TN29 9RQ
Erection of a first floor rear/side extension
Parish Council: Support

Y13/0852/SH Land 1068 metres East Poplar House Ashford Road Snave Kent
Erection of a 70m high temporary meteorological monitoring mast structure supported by guy ropes with associated meteorological instruments.

Parish Council: STRONGLY OBJECT on the grounds that

- 1. The mast will be in a conservation area, next to the historic monument -12th century church.**
- 2. The mast will pose a danger to the local birdlife.**
- 3. The site is close to an accident black spot on the A2070 and will be a distraction to drivers.**
- 4. The site is grade 2 agricultural land**