

BROOKLAND PARISH COUNCIL

[Draft – to be accepted at next Meeting]

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MINUTES 107

Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland on Monday 21 January 2012 at 7.15 pm

PRESENT: Mr C Hill (Chair), Mrs M Andrews, Mrs K Coleman and Mr R Hyman

PARISH CLERK: Mrs J Batt

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. CO-OPTION OF PARISH COUNCILLOR

We have not received any applications for the vacant position of Parish Councillor.

3. DECLARATIONS OF INTEREST

Declarations of Pecuniary Interest

There were no Declarations of 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.

4. ACCEPTANCE OF MINUTES

Minutes 106 of the last meeting were accepted and it was unanimously agreed that Mr Hill should sign them.

Proposed Mrs Coleman

Seconded Mrs Andrews

5. PARISH COUNCIL WEBSITE

Nothing to report.

6. MATTERS FOR REPORT ARISING FROM PREVIOUS MEETING

Mr Hill updated councillors on recent events in the village referred to in the last minutes.

7. PUBLIC INTERVAL

There were no Members of the Public present.

8. CHAIRMAN'S REPORT

Mr Hill had nothing to report.

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

Airvolution
SDC Dog Control Orders
SDC re Precept
English Rural
ROSPA

Email Correspondence

Came & Co re Increased Frequency in Public Liability Claims

All councillors are reminded to check their emails regularly, confirm receipt of all emails and inform the Clerk immediately if they wish any emails received to be discussed at a meeting.

Clerks Salary

Resolution: Councillors unanimously agreed to increase the Clerk's Salary to £10.498 per hour, backdated to 1 April 2012. This in a 2 point increase on the salary scale as she was not awarded an increase in April 2011.

Finance**Bank Reconciliation as at 19.11.12****Balance per Cash Book**

Opening Balance 19721.32
Add Receipts 10336.37
30057.69
Less Payments 7442.68
22615.01

Balance at Bank

Current Account 20171.77
Less unrepresented cheques 1111.49
19070.28
Reserve Account 3316.36
War Bonds 218.37
22615.01

Accounts to be paid

| PAYEE | DESCRIPTION | NET £ | VAT £ | GROSS £ |
|---------------|------------------------|---------------|--------------|----------------|
| Mrs J Batt | Salary | 315.52 | | |
| | Expenses | 71.76 | | 387.28 |
| BVHMC | Rent April – July 2012 | 64.00 | | 64.00 |
| Monster Play | Repairs to Youth Area | 450.00 | 90.00 | 540.00 |
| Clive Stanley | Webmaster Services | 66.00 | | 66.00 |
| TOTAL | | 967.28 | 90.00 | 1057.28 |

Resolution: Councillors unanimously agreed to pay the above accounts

Proposed Mr Hill

Seconded Mr Hyman

Earmarked Monies

| | Balance 15 Oct 2012 | +/- Oct | Balance 19 Nov 2012 |
|--|--------------------------------|----------------|--------------------------------|
| Youth Area Expenses | 1968.28 | | 1968.28 |
| Youth Area Rent Rent due to Crown Estates | NIL | | NIL |
| War Memorial | 2000.00 | | 2000.00 |
| Notice Board | 1332.43 | | 1332.43 |
| Cemetery Maintenance | 1783.03 | | 1783.03 |
| Election Expenses | 1448.97 | | 1448.97 |
| TOTAL | 8532.71 | | 8532.71 |

Confirmation of Budget 2013/2014 and Precept for 2013/2014

Please see attached.

Resolution: Councillors unanimously agreed the budget and to set the Precept for 2013/2014 at £9900.00.

Proposed Mr Hyman Seconded Mrs Coleman

Grass Cutting around Village

A quotation was received from Mr Coleman for cutting the grass in the Cemetery and at the rear of the Village Hall. The total quoted for the year was £1610.00.

Resolution: Councillors unanimously agreed to accept Mr Coleman's quotation for cutting the grass in the Cemetery and at the rear of the Village Hall. They also agreed that he would be asked to cut the verge in front of the Village Hall if necessary, at a cost of £26 per cut.

Proposed Mr Hill Seconded Mr Hyman

Insurance

The Clerk brought the email from Came & Co re Increased Frequency in Public Liability Claims to the attention of councillors. Councillors noted the contents and Mr Hill will continue to check the Youth Area and Cemetery regularly and keep a record of his findings.

Risk Assessment/Risk Inspection

Mr Coleman was asked to clear the leaves from the Youth Area, as per his quotation, included with his quotation for work to trees in the Cemetery. Please see below.

Salt for Bad Weather

The salt has been distributed around the village.

Purchase of Village Hall Notice Board

Nothing to report.

East View

We are still waiting to hear back from Mrs Walters

Local Sewerage – Discussion of letter to be sent regarding this issue

Mr Hill gave the Clerk a letter to send to Southern Water on behalf of the Parish Council expressing their concerns regarding Southern Water's handling of sewerage in Brookland.

Drainage – Discussion of letter to be sent regarding this issue

Deferred until next meeting.

Flooding – Discussion of letter to be sent regarding this issue

Deferred until next meeting.

Highways – Discussion of letter to be sent regarding this issue

Deferred until next meeting.

10. CEMETERY**Cemetery Fees, Rules and Regulations**

Councillors unanimously agreed the increase to the Cemetery Fees. Please see schedule.

Proposed Mrs Andrews

Seconded Mr Hyman

i. Request for Memorial

The cheque for the Memorial has been received.

ii. Cemetery Records

The Clerk and Mr and Mrs Hyman are still working on the Cemetery Records.

iii. Cemetery Trees

Resolution: Councillors unanimously agreed to accept the quotation from Mr Coleman for £650.00 for work that is needed to trees in the Cemetery and clearing the leaves in the Youth Area.

11. YOUTH AREA

The Clerk reported that the Crown Estates have still not presented our cheque for payment.

Annual Inspection Report

Mr Hill met with the engineer from Monster Play and the work detailed on the Annual Inspection Report has been done.

12. PLANNING

Please see attached list.

Election of Councillor to Planning Committee

Deferred until we have a full council.

13. COMMUNITY SAFETY

Mr Hill advised that the details of the PCSO who is covering Brookland until a replacement for PCSO Connolly is found are on the noticeboard. He holds surgeries in Dymchurch.

14. **VILLAGE RESPONSIBILITIES**

Matters Arising from the Round Robin

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

Village Hall

The Committee does not meet until February.

Items to be reported Kent Highway Services

Mr Hill has arranged to meet with Mr Bowen to discuss issues in Brookland.

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

There being no other business the meeting closed at 8.43 pm

Signed Dated

Chairman

BROOKLAND PARISH COUNCIL

PLANNING APPLICATION RECORD

2013

JANUARY 2013

Decision taken during Winter Recess

Y12/1059/SH Boarmans Farm Boarmans Lane Brookland Romney Marsh Kent
Extension of time limit of planning permission
Y09/0180/SH for the demolition of existing barn and
dwelling and erection of a replacement dwelling.
**Parish Council: The members of the Parish Council agreed to support
this application. A meeting was not considered necessary.**

Y12/1139/SH Walnut Tree Cottage, Rye Road, Brookland, Romney Marsh
Erection of a detached dwelling (resubmission of application Y12/0479/SH)
Parish Council: OBJECT
This application site is outside of Brookland's defined settlement boundary.
The stretching of boundaries will encourage other attempts to do so.

The sewerage system in Brookland is incapable of coping with its present workload
and although Southern Water claim to have increased capacity at their Rectory Lane
Sewerage Treatment Works, this has not prevented ground floor toilets from backing
up and untreated sewerage pouring onto the road surface regularly over the past
4 months. This is a serious public health concern which demands urgent attention.

Decision Notices received from SDC

Y12/0046/SH Brookland CE Primary School, High Street, Brookland,
Romney Marsh, Kent TN29 9QR
Felling of a Silver Birch situated within a conservation area, followed
District Council: No objection with comments

Y12/0169/SH Manor House, Straight Lane, Brookland, Kent
Alterations and conversion of outbuilding to provide living accommodation for
use as an annexe to main dwelling, including installation of two new windows to
south elevation
District Council: Approved with conditions

Y12/0177/SH Manor House, Straight Lane, Brookland, Romney Marsh, Kent
Listed Building Consent for alterations to outbuilding, including installation of two new
windows to south elevation, in connection with conversion of outbuilding to provide
living accommodation for use as an annexe to main dwelling.
District Council: Approved with conditions

Y12/0479/SH Walnut Tree Cottage, Rye Road, Brookland, Romney Marsh
Erection of a detached dwelling (resubmission of application Y08/0123/SH)
District Council: Refused

KCC/SH/0346/2012 Brookland CE Primary School, High Street, Brookland,
Romney Marsh, Kent TN29 9QR
Erection of wooden canopy with polycarbonate roof adjacent to
school building and boundary fence
KCC: Grant of Permission