

# BROOKLAND PARISH COUNCIL

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## MINUTES 101

*[ DRAFT – to be accepted at next Parish Council Meeting ]*

### Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland on Monday 16 April 2012 at 7.15 pm

**PRESENT:** Mr C Hill (Chair), Mrs A Birchmore, Mrs K Coleman Mr R Hyman  
and Mr N Knight

**PARISH CLERK:** Mrs J Batt

**MEMBERS OF THE PUBLIC:** There were 3 Members of the Public present for part of the meeting.

1. **APOLOGIES FOR ABSENCE**

There were no Apologies for Absence.

2. **DECLARATIONS OF INTEREST**

There were no Declarations of 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 100 of the last meeting were accepted and it was unanimously agreed that Mr Hill should sign them.

Proposed Mr Hyman

Seconded Mr Knight

4. **PARISH COUNCIL WEBSITE**

Nothing to report.

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

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

6. **PUBLIC INTERVAL**

There were no Members of the Public present.

**7. CHAIRMAN'S REPORT**

The old village hall notice board has been replaced with a strong, modern, low maintenance Notice board, which has the capacity to display the full Parish Council minutes, plus the monthly agenda and any planning applications. It will also display a plan of the Memorial Trees planted in the grounds stating the position, the variety of each tree and the name of the donor.

It was decided to re-site the notice board as a safety issue, because it was very close to the bend and quite some distance from the fence line which made smaller print difficult to read. The glazed doors on the old cabinet have been missing for many years and the framework was rotten and had long since reached a point where it was beyond economical repair.

Many thanks to Maureen Akers who organised the Parish Annual Clean Up Day on Sunday 15 April 2012. It was a beautiful sunny day and as usual enthusiastic volunteers collected a surprising amount of litter to the benefit of our parish.

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

Brookland Church of England Primary School  
Lydd Town Council  
KCC Make Kent Quicker  
Brighton and Hove City Council  
SDC continuation of the Nuclear Industry at Dungeness

**Email Correspondence**

Mr Hyman did not bring any particular emails to the attention of councillors.

All councillors are asked to check their emails regularly.

**Finance****Bank Reconciliation**

<b>Balance per Cash Book</b>		<b>Balance at Bank</b>	
Opening Balance	16876.68	Current Account	16347.61
Add Receipts	<u>11499.06</u>	Less unpresented cheques	<u>160.20</u>
	27913.63		16453.76
Less Payments	<u>8654.42</u>	Reserve Account	3315.54
	<b>19721.32</b>	War Bonds	<u>218.37</u>
			<b>19721.32</b>

**Accounts to be paid**

<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS £</b>
Mrs J Batt	Salary	157.76		
	Expenses	50.24	1.00	209.00
KALC	Subscription	142.60	28.52	171.12
M Coleman & Son	Grass Cutting	172.00		172.00
Mr R Velvick	Grave Digging	55.00		55.00
		<b>577.60</b>	<b>29.52</b>	<b>607.12</b>

**Resolution:** Councillors unanimously agreed to pay the above accounts.

**Proposed Mr Hill**

**Seconded Mr Knight**

**Earmarked Monies**

	Balance 19 March 2012	+/- April	Balance 16 April 2012
Youth Area Expenses Budget 12/13	1928.28	+40.00	1968.28
Youth Area Rent Budget 12/13	300.00	+100.00	400.00
War Memorial Budget 12/13	1600.00	+400.00	2000.00
Notice Board	1332.43		1332.43
Cemetery Maintenance	2323.53		
Grass Cutting – Budget 12/13		+897.25	
Grass Cutting paid April		-70.00	
Gen Expenses – Budget 12/13		+800.00	
Grave Digging		-55.00	3895.78
Election Expenses	1448.97		1448.97
<b>TOTAL</b>	<b>8933.21</b>	<b>2112.25</b>	<b>11045.46</b>

**Insurance**

Nothing to report.

**Risk Assessment/Risk Inspection**

Nothing to report.

**9. CEMETERY****Repairs to Cemetery Wall**

B J Builders hope to start work in the next couple of weeks.

**10. YOUTH AREA**

Councillors agreed to send a cheque for outstanding rent. We have sent cheques in the past but the Crown Estates have not cashed them.

11. **PLANNING**

An application was received late last week and councillors agreed to discuss it at this meeting, due to the time constraint.

Mr Hill and Mrs Coleman will ask to meet with officers from the Planning Department at SDC to discuss issues of concern within the parish.

12. **COMMUNITY SAFETY**

PCSO Conolly was not present at the meeting.

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

There were no matters arising.

**Village Hall**

The notice board has been erected in the car park.

Mr Hyman had a request from a family asking whether their child could ride his moped in the car park. Councillors all agreed that they could not sanction private use of the car park.

**Items to be reported to the County Lengthsmen**

The Clerk will contact Becky Bailey to see if there is any progress on extending the hatched area outside of Brenzett School.

The badger damage in Brack Lane has increased. The Clerk will inform Becky Bailey.

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

Mr Knight wrote to Mr Hill in January tendering his resignation from the Parish Council, with effect from the end of this meeting.

Councillors all expressed their gratitude to Mr Knight for his help and support during his time on the Council.

There being no other business the meeting closed at 8.50pm.

Signed ..... Dated .....  
Chairman

# BROOKLAND PARISH COUNCIL

## PLANNING APPLICATION RECORD

### 2011

#### DECISION TAKEN AT MEETING HELD ON 16 APRIL 2012

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

**Parish Council: OBJECT 4:1**

**The sleeping accommodation will not be 3m above sea level**

**Councillors have concerns regarding the disposal of sewerage**

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]

**Parish Council: OBJECT 4:1**

**The sleeping accommodation will not be 3m above sea level**

**Councillors have concerns regarding the disposal of sewerage**

#### Decision Notices from SDC

Y12/0046/SH Quince Cottage, High Street, Brookland, Romney Marsh

Felling of a Willow Tree situated within a Conservation Area

**District Council: No Objection**