

BROOKLAND PARISH COUNCIL

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MINUTES 145

Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland on Monday 21 March 2016 at 7.15 pm

PRESENT: Councillor, Mrs S Saxby (Chair), Councillor, Mrs K Coleman,
Councillor, Mrs V Wallington and Councillor Mr C Hill
Mr C Stanley (Webmaster)

PARISH CLERK: Mrs J Batt

DISTRICT COUNCILLORS:

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were no Members of the Public

1. APOLOGIES FOR ABSENCE

An Apology for Absence was received from District Councillor Goddard.

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

The Minutes accepted were those of 18 January 2016, not 16 November 2015. Minutes 144 of the meeting held on 15 February 2016 were accepted and it was unanimously agreed that Councillor Saxby should sign them.

Proposed Councillor Saxby Seconded Councillor Wallington

4. PARISH COUNCIL WEBSITE

Mr Stanley reported that he has a place on a website training course, not on a KCC website training course as the course was nothing to do with KCC or the Kent Parishes system.

Councillor were satisfied with the content of the website

5. MATTERS FOR REPORT ARISING 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

Nothing to report.

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

NatWest

Brookland Village Hall Management Committee

Clerk and Councils Direct

Tower Mint

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	34203.13	Current Account	41478.63
Plus Receipts	<u>20185.34</u>	Plus u/c receipts	<u>0.00</u>
	54388.47		41478.63
Less Payments	<u>9587.77</u>	Less u/c cheques	<u>0.00</u>
	44800.70		41478.63
Less Earmarked funds	<u>22592.06</u>	Plus Reserve a/c	<u>3322.07</u>
Available Funds	22208.64		44800.70
		Less Earmarked Funds	<u>22592.06</u>
		Available Funds	22208.64

Accounts to be paid

PAYEE	CHQ NO	DESCRIPTION	NET £	VAT £	GROSS £
Mrs J Batt		Salary Expenses	187.98		
		Clerks Expenses	16.02		
	787	General Admin	17.44		221.44
The Post Office	788	Income Tax			
Bullfinch	789	Gas Fired Beacon	299.00	59.80	358.80
Clive Stanley	790	Webmaster Services	97.50		97.50

Proposed Councillor Wallington

Seconded Councillor Saxby

Earmarked Funds

	Balance 15 Feb 2016	+/- March	Balance 18 March 2016
Youth Area Expenses	1748.43		1748.43
Youth Area Rent	NIL	+700.00	700.00
War Memorial	28.00		28.00
Notice Board	735.43		735.43
Cemetery Maintenance Sale of Grave Spaces/Internment Fees	14386.03		14386.03
Village Hall Grass	NIL		NIL
Tree Maintenance	2500.00		2500.00
Election Expenses	2494.17		2494.17
TOTAL	21892.06	+700.00	22592.06

Insurance

The Parish Council has a Long Term Agreement with Aviva until 31 May 2017.

Village Risk Assessment/Risk Inspection

Councillor Goddard has still not received an answer from SDC regarding the benches.

Councillors approved the details of the sign for the MUGA.

Councillors Saxby and Wallington will complete the Risk Inspection in time for the audit.

Proposed Councillor Hill Seconded Councillor Coleman**Provision of Fire Proof Storage for Parish Council Documents**

Councillors agreed that Mr Wallington should order a 4 door filing cabinet at a cost of £129.99 from Ebay.

Review of all Parish Council Documents

Councillor Saxby reported that all was in order with the documents.

Proposed Skate Park

Nothing to report.

Queen's 90th Birthday Celebrations

Councillors consulted regarding this during the month and unanimously agreed to purchase a Gas Fired Beacon at a cost of £299 + VAT, to be lit at 7.30 pm on 21 April 2016. Photos of the event will be sent to Bruno Peak.

External Audit

Councillors unanimously ratified their earlier decision to opt in and this will be removed from future agendas.

9. CEMETERY

Cemetery Administration and Maintenance

Cemetery Account

Opening Balance		8586.03
Plus:		
Budget 15/16	1360.00	
Sale of Grave Spaces	2100.00	
Reservations	1200.00	
Internments	3000.00	
		7660.00
Less:		16246.03
Grass Cutting	1200.00	
Spraying	80.00	
Legal Fees	550.00	
Land Registry	30.00	
		1860.00
		14386.03

Review of Fees

Deferred to next meeting.

Review of Rules

Resolution: Councillors unanimously agreed to add the following to item 10 of the rules and regulations: -

However, a natural surround and memorial may be placed on a grave within 12 months with the agreement of the Parish Council.

Registering of Memorial Garden

The Solicitor is waiting for a Land Registry compliant plan to be drawn up.

Scattering or Burial of Cremated Remains

Deferred until the land is registered.

10. YOUTH AREA

The Clerk reported that she had written the £700 uncashed rent back into the earmarked accounts.

11. PLANNING

Please see attached.

Any other matters related to Planning issues within the Parish

The Clerk was asked to investigate the planning consents for Flotts Corner and The Philippine Village.

12. **VILLAGE RESPONSIBILITIES**

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

The Clerk was not asked to report any items to KHS.

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

The next meeting is due to be held on 18 April 2016.

There being no other business the meeting closed at 8.30 pm.

Signed Dated

BROOKLAND PARISH COUNCIL
PLANNING APPLICATION RECORD

2016

MARCH 2016

Y16/0155/SH Thrift Farm, Straight Lane, Brookland, Romney Marsh, Kent TN29 9QT
Continued use of land as a mixed use for agriculture and for the holding of boot
sales for up to 40 days per year
Parish Council: Support