

BROOKLAND PARISH COUNCIL

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MINUTES 129

Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland on 22 September 2014 at 7.15 pm

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

PARISH CLERK: Mrs J Batt

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 9 Members of the Public present.

1. APOLOGIES FOR ABSENCE

There were no Apologies for Absence.

2. CO-OPTION OF PARISH COUNCILLOR

Ten residents have requested an election to fill the 2 vacancies. This will take place on 23rd October 2014. The Clerk informed the members of the public that they should contact SDC if they wished to apply for an election pack.

3. 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.

4. ACCEPTANCE OF MINUTES

Minutes 126 of the last ordinary meeting and 127 of the EGM held on 31 July and 128 of the EGM held on 4 September 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

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

7. PUBLIC INTERVAL

The meeting was opened to Members of the Public present from 7.27 to 7.38 pm for questions and comment.

8. CHAIRMAN'S REPORT

I have received many comments on the childish contents of articles written and published in the September edition of the Marsh Harrier. I refuse to respond to this obvious provocation and reiterate that Parish Council meetings are conducted in accordance with Standing Orders and accepted procedure.

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

Clerk and Councils Direct
 Serious Crime Directorate
 Concerned Residents
 Wicksteed
 KCC Notice of Public path Order
 KCC Kent Minerals and Waste Local Plan 2013-2030 Notice of Publication-
 Submission Document 31 July to 12 September
 APEK
 Healthwatch
 Mrs Wallington re Casual Vacancy
 KCC re Brack Lane
 Commonwealth War Graves Commission

Email Correspondence – all emails forwarded to councillors with email

Mrs Saxby re vacancy

Finance**Bank Reconciliation**

Balance per Cash Book		Balance at Bank	
Opening Balance	27117.01	Current Account	26354.69
Plus Receipts	<u>2980.00</u>	Plus u/c receipt	<u>0.00</u>
	30097.01		26354.69
Less Payments	<u>2865.78</u>	Less u/c cheques	<u>2442.33</u>
	27231.23		24912.36
		Plus Reserve a/c	<u>3318.87</u>
			27231.23

Councillors unanimously agreed to transfer £500 from the money earmarked for Cemetery Maintenance to the money earmarked for the War Memorial to cover the extra cost of the cost of the renovation.

Accounts to be paid

PAYEE	CHQ NO	DESCRIPTION	NET £	VAT £	GROSS £
Mrs J Batt	716	Salary Expenses	333.02 56.36		389.38
The Post Office	717	Income Tax	125.00		125.00
BVHMC	718	Rent	112.00		112.00
Cancelled cheque	719				
M Coleman	720	Grass Cutting - Cemetery	300.00		300.00
B E Ames	721	Cemetery and War Memorial	3184.00	686.80	3820.80
PKF Littlejohn	722	Audit Fee 2013/2014	100.00	20.00	120.00

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

	Balance 21 July 14	+/- Sept	Balance 22 Sept 14
Youth Area Expenses	1883.33		1883.33
Youth Area Rent	NIL		NIL
War Memorial Transfer from Cemetery Renovation	2000.00	+500.00 2472.00	28.00
Notice Board	535.43		535.43
Cemetery Maintenance Grass Cutting Renovation Transfer to War Memorial	4308.03	300.00 712.00 500.00	2796.03
Village Hall Grass Grass Cutting	440.00		440.00
Tree Maintenance	1000.00		1000.00
Election Expenses	2948.97		2948.97
TOTAL	13115.76	3484.00	9631.76

The Clerk reported that the accounts had been received back from the External Auditor with no matters arising.

Councillors unanimously agreed to adopt the Externally Audited Accounts.

Proposed Mrs Andrews**Seconded Mrs Coleman****Insurance**

Nothing to report.

Village Risk Assessment/Risk Inspection

Mrs Coleman and Mr Hill will complete a Risk Assessment in time for the Interim Audit.

Provision of Fire Proof Storage for Parish Council Documents

Deferred until we have a full council.

Confirmation of Terms of Reference for the Complaints Committee

Deferred until we have a full council.

Any action to be taken following meeting of Complaints Committee

Letters have been sent to the concerned residents and the chairman.

Communication between the Parish Council and parishioners will be included on the next agenda.

Chairman’s meeting with KHS regarding the proposed stopping up of Brack Lane

Councillors unanimously agreed that they did not support the “stopping up order”. The Clerk will inform KHS.

10. CEMETERY

Cemetery Administration

Mr Hill will ask Mr Coleman for a quotation to make the wind damaged trees safe.

Memorial Garden

It was agreed to contact a solicitor and ask for advice as to how to progress this issue.

Memorial Gates

i. Decision regarding opening of Memorial Gates

Resolution: Councillors agreed 2:1 abstention to keep the Memorial Gates open for 24 hours a day.

11. YOUTH AREA

SDC are going to deal with the trees that are overhanging the MUGA from the play area.

12. PLANNING

No applications received.

13. COMMUNITY SAFETY

Nothing to report.

14. VILLAGE RESPONSIBILITIES

Matters Arising from the Round Robin

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

Events to commemorate the outbreak of World War One

To be removed from future agendas.

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

No items were put forward for report.

15. FORUM FOR EXCHANGE OF IDEAS BETWEEN COUNCILLORS

The next meeting will be held on 27 October 2014, following the by election.

There being no other business the meeting closed at 8.13 pm.

Signed Dated
Chairman