

# **BREDHURST PARISH COUNCIL**



## **Minutes of the Ordinary Parish Council Meeting held at Bredhurst CE Primary School, on Wednesday 5<sup>th</sup> September 2018 at 6.30pm**

**Present:** Cllr Vanessa Jones (Chair), Cllr Nichola Carr (Vice-Chair), Cllr John Merrick, Cllr Miriam Noble (from item 63), Cllr Claire Sharp (from item 62), Cllr David Till, Bex Ratchford (Clerk)  
Public: 5

### **58. Apologies for absence**

Apologies were received and accepted from Cllr Bowring, Cllr Bob Hinder (MBC) and Cllr Wendy Hinder (MBC).

### **59. Declarations of interests**

Cllr Jones declared an interest in an item of correspondence under agenda item 72.

### **60. To approve the minutes of the meeting held on 4<sup>th</sup> July 2018**

The minutes were **agreed** as an accurate record of the meeting and were signed and dated by the Chair.

### **61. Cllr resignation and co-option of new cllr**

Cllr Hales has resigned and cllrs expressed their thanks to him for his support over the years. The casual vacancy was advertised in July and no election was requested so the vacancy can be filled by co-option. It was **agreed** to co-opt the fourth applicant from the previous round of co-option in March, Claire Sharp. Cllr Sharp returned the necessary forms, signed the declaration of acceptance of office and joined the meeting.

### **62. Police briefing**

Speed guns are now operational and checks will be carried out periodically. Fly tipping in the area has decreased and residents were encouraged to use the Country Eye app to report any issues.

The meeting adjourned for a short public session but there were no matters raised.

### **63. Matters arising (for information only)**

- a. AP1: planning comment made.
- b. AP2: Country Eye app details publicised.
- c. AP3: tree contractor informed and tree work carried out.
- d. AP4: allotment course booked for Cllr Till, other courses will be monitored.
- e. AP5: funding application submitted, agenda item 65.
- f. AP6: shackles still to be fitted, agenda item 65.
- g. AP7: residents emailed.
- h. AP8: allotment holders written to. The previous holder's widow did not wish to keep the large plot so it has been split between the two interested parties. One of these has requested to erect a greenhouse. It was **agreed** to wait until Cllr Till has been on the course and then consider updating the allotment agreement. **Action 1: Clerk to inform allotment**

**holder.** The other holders have been written to regarding maintenance. It was **agreed** to review this next meeting.

Cllr Noble arrived at 6.52pm.

- i. AP9: Landscape Services spoken to, agenda item 66.
- j. AP10: quote received from Barge, agenda item 66.
- k. AP11: KWT written to; a meeting will be arranged. **Action 2: Clerk to arrange meeting.**
- l. AP12: MBC contacted; a meeting will be arranged. **Action 3: Clerk to arrange meeting.**
- m. AP13: MBC contacted re Blind Lane; little can be done without specific details.
- n. AP14: KCC contacted re signs for Kemsley Street Road; there is no update as yet.
- o. AP15: Mayor's Garden Party booked.

#### **64. Meeting venue**

The school is only available until 8pm; this is not always enough time to complete the business of the council. The vicar and rector are happy for BPC to use the church; the chapel would normally be big enough for meetings but the church could be used if necessary. It was **agreed** to hold future meetings in the church. Cllr Noble and Cllr Till declared an interest and left the room while donations were discussed. An annual donation to the school has been given in the past; the budget this year is £150 and the year is halfway through. It was **agreed** to donate £75 to the school and £75 to the church. **Action 4: Clerk to write to school thanking them for their support.**

#### **65. Play equipment**

The funding application has been submitted to MBC, and although the supplier has changed the quote so the project is £360 over budget, it is hoped this may be brought down again. A number of skip hire companies have been written to requesting a donation of services, with no response as yet. Cllr Carr may be able to help with this. **Action 5: Cllr Carr to check.** The shackles will be replaced as part of BPC's volunteer contribution. **Action 6: Cllr Merrick to replace shackles.** Thanks were expressed to Cllr Merrick for all his hard work so far.

#### **66. Grass/hedge cutting and other village maintenance**

Landscape Services are continuing to cut the grass on the field but not trim. A quote has been received from Barge for the remaining two months of the season. It was **agreed** to remain with Landscape Services for the rest of this season and to check the specification and get quotes for next year by November's meeting. **Action 7: Clerk to forward specification to cllrs and get quotes.** The hedge cutting will start as soon as possible. Some hedges on paths are a little overgrown. **Action 8: Cllr Jones to speak to landowner.**

#### **67. KCC Rights of Way Improvement Plan consultation**

It was **agreed** that the clerk would draft and circulate a response. **Action 9: Clerk to draft and circulate a response.**

#### **68. Planning**

- a. 18/502016 – Thatched Cottage, The Street – proposed widening of driveway access with dropped kerb – comment submitted in favour in accordance with Terms of Reference – approved.
- b. 18/502929 – Green Court, The Street – amendment to house designs alongside the replacement of the existing barn to provide a community building – comment submitted in favour in accordance with Terms of Reference.

## 69. Finance

- a. The financial statement and bank reconciliation were reviewed and accepted although a discrepancy in one of the figures was noted. **Action 10: Clerk to check and confirm amounts.**

| Account         | Balance as of<br>31/08/18 |
|-----------------|---------------------------|
| Current Account | 299.87                    |
| Reserve Account | 21,968.42                 |
| <b>Total</b>    | <b>22,268.29</b>          |

- b. The budget report was reviewed and accepted. Most headings are within expenditure; the only significant overspend is on tree maintenance.
- c. Payments were **agreed** as follows:

| Cheque | Payment   | Amount | VAT*  | Total  |
|--------|---|--------|-------|--------|
| BACS   | Clerk – wages and office rental (for info only)         | 452.04 | -     | 452.04 |
| 1473   | Clerk – stamps, phone calls, back pay and office rental | 81.14  | -     | 81.14  |
| 1474   | MBC allotment rental                                    | 5.00   | -     | 5.00   |
| 1475   | Mike Searley – strimming                                | 40.00  | -     | 40.00  |
| 1476   | Barge – footpath strimming                              | 114.36 | 22.88 | 137.24 |
| 1477   | H & G Ecology – tree work                               | 435.00 | -     | 435.00 |

\* VAT to be reclaimed

## 70. Reports from parish councillors

Cllr Carr organised the Village Show, which was a great success, with over £700 taken. Thanks were expressed to BPC for the use of the field and residents were encouraged to submit more entries next year. Thanks were expressed to Cllr Carr for her hard work.

## 71. Reports from borough and county councillors (if present)

Nothing to report.

## 72. Correspondence

- a. A request to use the field for a marquee serving drinks at a run which will provide some funding for BWAG had been received. Cllr Jones declared an interest and left the room for this item of correspondence. It was **agreed** to allow the event as it is a good opportunity to promote BWAG and the woods. It was **agreed** to clarify insurance, the route and any donation would be gratefully received. **Action 11: Clerk to inform Cllr Jones.**
- b. The school governors had emailed regarding speed limits and traffic within the village and a response sent. It was **agreed** to inform the school of the forthcoming police speed checks. **Action 12: Clerk to write.**
- c. An email regarding comments on Facebook has been responded to.
- d. Blocked drains reported by a resident have been reported to KCC.
- e. MBC is proposing implementing PSPOs for dog control in play areas.
- f. An email regarding trees in front of the village hall has been responded to.
- g. An email regarding the road by the side of The Bell has been responded to.
- h. An email had been received regarding old records of the village. It was **agreed** to ask residents to contact the enquirer if they could help and to advise her to ask at the school. **Action 13: Clerk to contact enquirer.**

- i. An email had been received enquiring about a landowner. It was **agreed** to ask for more information from the enquirer. **Action 14: Clerk to contact enquirer.**
- j. An email had been received from Bredhurst Village Hall Committee expressing their interest in possibly taking over the lease of the field. As BPC agreed to renew the lease some months ago and have since been working with Savills on the wording of the lease, this is not option.
- k. An email had been received regarding grazing at Strawberry Banks. This is not the jurisdiction of BPC. **Action 15: Clerk to respond.**
- l. Cllr Carr requested a copy of Parish News. **Action 16: Clerk to forward.**
- m. A request to hire the field for a charity event had been received. It was **agreed** to ask for more details. **Action 17: Clerk to contact enquirer.**
- n. There is a new correspondent for the Medway Messenger.

The meeting adjourned for a short public session but there were no matters raised.

### **73. Playing field**

Savills have notified BPC that the new lease is nearly ready for signing.

### **74. Close of meeting**

The meeting closed at 8.18pm.

**The next meeting will be held at St Peter's Church on Wednesday 3<sup>rd</sup> October  
2018 at 6.30pm.**

**Please note the change of venue.**

Signed.....

Date.....