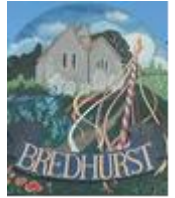


# **BREDHURST PARISH COUNCIL**



## **Minutes of the Ordinary Parish Council Meeting held at St Peter's Church, on Wednesday 2<sup>nd</sup> October 2019 at 6.30pm**

**Present:** Cllr Vanessa Jones (Chair), Cllr Nichola Carr (Vice-Chair), Cllr Steve Bowring, Cllr John Merrick, Cllr Miriam Noble, Cllr Claire Sharp, Cllr David Till, Cllr Anne Brindle (MBC), Cllr Wendy Hinder (MBC), Bex Ratchford (Clerk)

Public: 5

### **78. Apologies for absence**

Apologies were received from Cllr Bob Hinder (MBC).

### **79. Declarations of interests**

Cllrs had no interests to declare.

### **80. To approve the minutes of the meeting held on 4<sup>th</sup> September 2019**

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

### **81. Police briefing**

There was no police briefing available but it was noted that there had been no further sightings of cars parked by the church as discussed at the last meeting.

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

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

- a. AP1: applicant written to regarding roofing material.
- b. AP2: application sent to open online bank account, signatures now needed. **Action 1: Clerk to complete application.**
- c. AP3: previous allotment tenant informed, new tenancy commenced and rent received.
- d. AP4: further quotes obtained, solicitor engaged; agenda item 84.
- e. AP5: window blind contractors informed.
- f. AP6: flooring contractors informed.
- g. AP7: flyer still to be produced. **Action 2: Clerk to produce.**
- h. AP8: insurance quotes obtained; agenda item 84.
- i. AP9: Health & Safety pack in progress.
- j. AP10: hire agreements investigated; this will need further discussion.
- k. AP11: swing crotch supports for toddlers' play area purchased and installed.
- l. AP12: grant investigated but not available in this case.
- m. AP13: quote for gate repair and repair to patches of wetpour requested; response awaited.
- n. AP14: padlocks purchased.
- o. AP15: path widening quote obtained, agenda item 85.
- p. AP16: CIL money investigated; BPC will receive £2,594.36 from planning application 19/502090; this will be payable on 28<sup>th</sup> October. It was **agreed** to discuss a CIL Spending Plan at the next meeting.
- q. AP17: briefing received from KALC; agenda item 87.
- r. AP18: information on Recycle Week more suitable for social media platforms but similar information to be circulated in future.

### 83. Gibraltar Farm

There was no update.

### 84. Blacksmiths, Bredhurst Community Barn

A draft lease had been received and checked by the solicitor engaged as per minute 67. Some issues were highlighted, most of which have now been agreed with the other party. A revised lease was received but could not be opened; a PDF version has been requested. Permission to install a gate to the car park has been given and it was **agreed** to obtain quotes whilst waiting for the lease to be finalised. The outstanding issues are security of tenure and liability for road repairs. It was **agreed** to seek further legal advice regarding security of tenure and to obtain clarification from the other party regarding how the liability for road repairs would be apportioned. **Action 3: Cllr Jones to obtain advice, clarification and quotes for a wooden five bar gate.**

Three buildings insurance quotes had been received but the cheapest one was in the name of BPC rather than the developer and also included contents insurance. **Action 4: Clerk to amend request for cover.**

It was **agreed** to circulate a sample hire agreement to cllrs and discuss once the lease had been agreed. A booking secretary and/or a hall manager could be required and it was noted that if the clerk is to perform this function extra hours may be needed. A gardener may also be needed for BPC's area of responsibility at Blacksmith Court and could also maintain other areas within the village. Thanks were expressed to borough cllrs Anne Brindle, Bob Hinder and Wendy Hinder, and county cllr Paul Carter for members' grants towards the barn.

### 85. Community field

Cllr Merrick had replaced the crotch supports to the toddlers' swing and lubricated the gate to the play area, which occasionally still swings open by itself. The sign giving the suggested age range is in need of updating; it was **agreed** that Cllr Carr would obtain a new sign and install it on the fence. Cllr Merrick had adjusted the vehicular gates so the drop bolts now go into the soil. It was **agreed** to fit a hasp to the gates to minimise movement. **Action 5: Cllr Merrick to source and fit hasp.** Quotes had been received to cut back the holly, widen the path to 1.2m and install a new gate. Once the holly is cut back, the width of the path can be assessed. It was **agreed** to accept the cheaper quote from Lucanus Services to cut back the holly and to get the quotes broken down into the cost of widening the path and installing the gate. **Action 6: Cllr Jones to get quotes broken down and clerk to get further quote.** The vegetation on the field will be cut back soon; residents were requested to heed warning signs whilst the tractor and mechanical cutters are in operation.

### 86. Horse chestnut

The report suggests various options: crown reduction, felling, replacement planting or reassessment in three years. It was **agreed** that the tree is a valued village amenity and felling would be undesirable. As there is no immediate instability, it was **agreed** to take no action at the present time, reassess in three years and consider expenditure when setting the budget.

### 87. Parish council website

The current website is not compliant with the Web Accessibility Regulations and requires a radical overhaul. EiS, the current provider, will start charging for the service in September 2020, when the regulations come into force. A number of other parish councils use Hugofox

or other providers. It is hoped that KALC will be offering some training and more briefing notes. It was **agreed** to investigate further. **Action 7: Clerk to investigate further.**

## 88. Grant awarding policy

The policy wording was **agreed** as follows: Due to financial constraints, Bredhurst Parish Council is not in a position to award grants or donations. **Action 8: Clerk to publish policy.**

## 89. Planning

- a. 19/502547 – 3 Blind Lane – demolition of existing outbuildings, erection of no.4 four bed detached dwellings with access and associated parking – approved – noted.
- b. 19/504442 – Land East of Gleaming Wood Drive, Lordswood – erection of 115 dwellings together with associated infrastructure, open space, landscaping and access works (resubmission of 18/500346). The original application was for 89 houses and was granted on appeal, providing a biomass boiler was installed. It now appears the boiler is not sustainable yet the number of houses applied for has increased. It was **agreed** to comment opposing the application, on the same grounds as the previous application and taking account of further comments made by Boxley Parish Council. **Action 9: Clerk to make planning comment.**

## 90. Finance

- a. The financial statement and bank reconciliation were reviewed and accepted.

Account	Balance as of 26/09/19
Current Account	1,858.76
Reserve Account	25,628.85
<b>Total</b>	<b>27,487.61</b>

- b. Once grants are received from borough and county cllrs, the restricted fund for the barn will stand at £5,175. Payments agreed so far for flooring, window blinds and solicitor's fees total £3,813, leaving £1,362 remaining in the fund.
- c. Payments were **agreed** as follows:

Cheque	Payment	Amount	VAT*	Total
BACS	Clerk – wages and office rental (for info only)			
1516	Barge – grounds maintenance	237.08	47.42	284.50
1517	Cllr Jones – plants	20.55	-	20.55
1518	VE White solicitors – lease checking	300.00	60.00	360.00
1519	Cllr Merrick – toddlers' swing crotch supports	124.00	24.80	148.80
1520	Cllr Bowring - padlocks	40.00	-	40.00

\*VAT to be reclaimed.

## 91. Reports from parish councillors

Cllr Carr is meeting with KCC Highways shortly to discuss the Highways Improvement Plan. Cllr Bowring attended the Maidstone KALC meeting. Cllr Jones had complained to UK Power Network as yellow tape had been put on the village sign and removed paint when taken off. A response regarding repainting of the sign is awaited.

**92. Reports from borough and county councillors (if present)**

Cllr Hinder reported on the large amount of planning applications being received currently. Cllr Brindle has attended planning training and also a seminar on Crime and Disorder, including domestic violence.

**93. Correspondence**

All correspondence was noted.

- a. An advert had been received about reflective signs for defibrillators. **Action 10: Clerk to forward to village hall committee.**
- b. Helen Whately MP's response to the Maidstone Borough Local Plan Review had been received. **Action 11: Clerk to forward.**

The meeting adjourned for a short public session. It was queried whether the PC was planning some highways improvements in the village but noted that the only discussion had been at the request of MBC about possible mitigation measures should the Gibraltar Farm development go ahead. It was queried whether a weight limit in Forge Lane could be installed. This had been discussed, as had a one way system, but neither had been submitted as a suggestion, although 'No HGV' signs were.

**94. Close of meeting**

The meeting closed at 8.26pm.

**The next meeting will be held on Wednesday 6<sup>th</sup> November 2019 at 6.30pm.**

Signed.....

Date.....