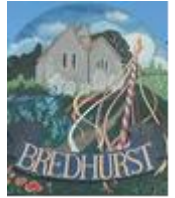


BREDHURST PARISH COUNCIL



Minutes of the Ordinary Parish Council Meeting held at St Peter's Church, on Wednesday 4th September 2019 at 6.30pm

Present: Cllr Vanessa Jones (Chair), Cllr Nichola Carr (Vice-Chair), Cllr Steve Bowring, Cllr John Merrick, Cllr Miriam Noble, Cllr David Till, Bex Ratchford (Clerk)

Public: 8

60. Apologies for absence

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

61. Declarations of interests

Cllr Bowring declared a pecuniary interest in agenda item 67 as one of the contractors quoting for flooring.

62. To approve the minutes of the meeting held on 3rd July 2019

It was **agreed** to change the date of next meeting to Wednesday 4th September 2019. Subject to this amendment, the minutes were **agreed** as an accurate record of the meeting and were signed and dated by the Chair.

63. Police briefing

PCSO Adlington was present to give the briefing. Cars have been reported parking by the church in the evenings, along with nitrous oxide canisters and drug taking detritus. A number of visits have been made, one car was seized for having no insurance, and this will hopefully deter offenders. Two schoolgirls were approached by a white van in Lidsing Road recently; the police are aware and have investigated.

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

64. Matters arising (for information only)

- a. AP1: Applicant still to be written to regarding roofing material. **Action 1: Clerk to write to applicant.**
- b. AP2: planning comment made.
- c. AP3: planning comment made.
- d. AP4: planning comment made.
- e. AP5: suggestion re Gibraltar Farm traffic mitigation measures made to MBC, agenda item 65.
- f. AP6: tree work contractors informed and work now taken place, agenda item 68.
- g. AP7: agenda item 68.
- h. AP8: resident informed re removal of bollard.
- i. AP9: field enquirers informed re hiring.
- j. AP10: agenda item 67.
- k. AP11: flyer for residents and businesses still to be designed and distributed, agenda item 67.
- l. AP12: comment re parking restrictions at the school made.
- m. AP13: online bank account still to be opened. **Action 2: Clerk to progress opening bank account.**

65. Gibraltar Farm

There was no update, although a resident had contacted BPC to state dissatisfaction with the traffic mitigation measures suggested. He was advised to comment directly to MBC.

66. Allotments

As per minute 30, the tenancy of allotment plot 2 was considered. Little work has been done on the plot and there is now another interested party resident in Bredhurst. It was **agreed** to terminate the current tenancy and let the plot to the new enquirer. **Action 3: Clerk to inform current tenant and contact new tenant with necessary paperwork.**

67. Blacksmiths, Bredhurst Community Barn

A draft lease had been received and comments sent back to the developer. An updated version is awaited. A quote had been obtained for a solicitor to review the final lease and it was **agreed** to obtain further quotes and accept the cheapest one once the lease is ready.

Action 4: Cllr Jones to obtain further quotes.

Quotes had been obtained for blinds. All contractors recommended the same style and brand. It was **agreed** to accept the lowest quote of £793.00 plus VAT from JP Knight and to use 'Plaza Stone' as the colour. **Action 5: Cllr Jones to inform contractors.**

Quotes had been received for flooring. Cllr Bowring left the room for this item. All contractors recommended the same style, which has the appearance of hardwood. It was **agreed** to accept the lowest quote of £2720.00 from NJ Carpets. **Action 6: Cllr Jones to inform contractors.**

It was **agreed** to wait until the lease is agreed to formulate a list of necessary furniture etc. Cllr Jones has written to Cllr Paul Carter (KCC) and the borough cllrs for funding. The developer will give £3000 on 1st October each year for the next five years towards running costs. The flyer to local businesses and residents still needs to be produced and distributed.

Action 7: Clerk and cllrs to produce and distribute. It was **agreed** to display a list of donors, with their agreement, once the barn is in use.

One quote for insurance has been received and one is awaited. It was noted that the construction is timber frame, two flint walls and a tiled roof. It was **agreed** to decide on which insurance provider to use once the lease is finalised. It was **agreed** to obtain one more quote in the meantime. **Action 8: Cllr Jones to obtain another quote.**

A Health & Safety pack will be needed, detailing risk assessments, usage policies, fire safety requirements, etc. It was **agreed** that Cllr Carr would put this together with assistance as required. **Action 9: Cllr Carr to produce necessary pack.** A hire agreement will also be necessary. **Action 10: Clerk to investigate agreements with other parishes and the village hall committee as necessary.**

68. Community field

The tree works have now been completed: there is significant ash dieback, a large manhole cover was discovered and has been spray painted, and evidence of the Oriental Chestnut Gall Wasp was found. This has been notified to the relevant authority but no action is necessary. The contractor is happy to take on a three year contract at a set amount; it was **agreed** to do so, but to set the amount when setting budget.

The cracks on the toddler swing crotch supports have enlarged but the supports can be replaced at a cost of £114 plus VAT. It was **agreed** that Cllr Merrick would do this. **Action 11: Cllr Merrick to purchase necessary materials and replace supports.** The equipment would benefit from repainting. A grant might be available from UK Power Networks (due to the work

being done in the village), which could be used to replace the four cracked logs and the two patches of wet pour. **Action 12: Cllr Merrick to investigate.** The gate to the toddlers' area has been lubricated but will need replacing or repairing. **Action 13: Clerk to ask Barge to quote to repair.**

A 'no dogs' sign for the toddlers' area has been ordered to replace the vandalised sign and will be delivered next week; this will be placed on the fence. Cllr Carr has also ordered some no dog fouling signs.

The PC had been recently notified that the pedestrian gate which went missing in July and was presumed stolen had been removed by a village hall committee member for safe keeping. It has now been collected by Cllr Jones and Cllr Till, along with the attached padlock. It was **agreed** to purchase three new replacement keyed-alike padlocks (for the pedestrian gate and two vehicular gates). **Action 14: Cllr Bowring to purchase padlocks.**

A quote had been received to trim back the holly and widen the path. **Action 15: Cllr Jones to obtain another quote.** The drop down bolts on the vehicular gates are not in line. It was **agreed** to discuss this with the contractor replacing the pedestrian gate once agreed.

69. Village maintenance issues

The troughs have been planted. Thanks were expressed to all residents who regularly litter pick areas of the village.

70. Highway Improvement Plan

Cllr Carr had met with KCC and drafted the plan of proposed actions. KCC will consider the viability of projects before agreeing to funding.

71. Grant awarding policy

This was deferred until the next meeting.

72. Planning

- a. 19/502090 – Green Court, The Street – amendment to internal layout and alterations to window and door positioning on community building with alterations to access and associated parking previously approved under 16/504798, 18/506185 and 19/500682 (part retrospective) – approved – noted.
- b. 19/502467 – Land rear of Forge Lodge – Forge Lane – approval of reserved matters for the erection of 2no. detached dwellings (appearance, landscaping, layout and scale being sought) following 16/506195 – outline application for residential development (access only being sought) allowed on appeal – approved – noted.
- c. 19/500682 – Green Court, The Street – erection of a 3 bedroom, 2 storey chalet bungalow – this development requires approximately £17,000 to be paid as CIL (Community Infrastructure Levy). **Action 16: Clerk to investigate how much will be paid to BPC.**

73. Finance

- a. The financial statement and bank reconciliation were reviewed and accepted although the restricted funds section for the barn needs to include the £75.00 donation from the church (in lieu of a hire fee).

Account	Balance as of 31/08/19
Current Account	4,325.68
Reserve Account	25,628.85
Total	29,954.53

- b. The invoice from Barge for August had also been received and it was **agreed** to pay both.
- c. Payments were **agreed** as follows:

Cheque	Payment	Amount	VAT*	Total
BACS	Clerk – wages and office rental (for info only)			
1511	Clerk – expenses (stamps)	7.32	-	7.32
1512	MBC – allotment rental	5.00	-	5.00
1513	Barge – grounds maintenance	474.16	94.84	569.00
1514	Lucanus Services – tree works	820.00	-	820.00
1515	Harraway Trees – horse chestnut decay survey	495.00	99.00	594.00

* VAT to be reclaimed.

74. Reports from parish councillors

Cllr Noble thanked the PC for permission to use the field for the church event, although this had to be cancelled due to bad weather.

75. Reports from borough and county councillors (if present)

Nothing to report.

76. Correspondence

All correspondence was noted.

- An email regarding gravestones had been forwarded to the vicar.
- Emails regarding waste collection delays had been posted on the Facebook page.
- The website needs to be compliant with new accessibility regulations. **Action 17: Cllr Carr to investigate with EiS.**
- MBC is providing planning training sessions; details have been forwarded.
- Information had been received regarding Recycle Week (23rd-29th September). **Action 18: Clerk to forward and publicise.**

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

77. Close of meeting

The meeting closed at 8.22pm.

The next meeting will be held on Wednesday 2nd October 2019 at 6.30pm.

Signed.....

Date.....