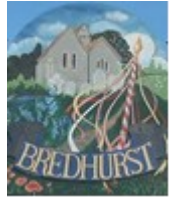


BREDHURST PARISH COUNCIL



Minutes of the Ordinary Parish Council Meeting held via Microsoft Teams, on Wednesday 3 February 2021 at 6.30pm

Present: Cllr Vanessa Jones (Chair), Cllr Nichola Carr (Vice-Chair), Cllr Steve Bowring, Cllr Dan Fifield, Cllr Chantelle Goodwin-Sword, Cllr Claire Sharp, Cllr Bob Hinder (MBC), Melanie Fooks (Clerk)

Public: 2

317. Apologies for absence

Cllrs Warren Salter and Anne Brindle (MBC) Apologies accepted.

318. Declarations of interests

Cllrs Bowring and Carr declared a non-pecuniary interest in Item 329
21/500081/500082/LAWPRO as living close to the properties and both had been lobbied.

319. To approve the minutes of the meeting held on 21 January 2021.

The minutes were **agreed** as an accurate record of the meeting and would be signed and dated by the Chair at a later date.

The meeting was not adjourned for a public session.

320. Police Briefing

Cllrs received and noted the crime report. Cllr Carr asked if the Parish Council could be informed about rural crime as soon as possible rather than waiting for them to appear in the quarterly published Rural Matters. **AP 1: Clerk to contact PCSO Adlington.**

321. Matters Arising (for information only)

Action Points from meeting held on 21-02-21:

AP1:	Staff Pensions – Clerk to investigate. Update provided to Cllrs.	Done
AP2:	Grounds Maintenance – Clerk to notify unsuccessful companies.	Outstanding
AP3:	Blacksmiths Barn – DF to commence weekly checks	Outstanding
AP4:	Electricity supplier – Clerk to investigate new supplier	See item 322
AP5:	Field entrance – Clerk to draw up specification	See item 323
AP6:	New website – VJ to circulate link to Cllrs	See item 325
AP7:	Lidsing Working Group – To maintain pressure on MBC	See item 329
AP8:	Financial Regulations / Financial Transactions – Clerk to publish	New website

Action Points from meetings prior to 21-02-21:

N/A	Remaining items for Blacksmith Barn to be purchased	Outstanding
N/A	Facebook – NC to add list of prohibited words to Facebook	Outstanding
N/A	Blacksmith Barn – VJ to request a deep clean of Barn	Done
N/A	Personnel Committee – Arrange meeting	See 326
N/A	CCTV policy – VJ to contact installation company	See 327
N/A	Correspondence Policy – VJ to draft document	See 328
N/A	KCC website grant – Clerk to provide update	Done

322. Blacksmiths Barn

Cllrs **received** a verbal update from Cllr Jones. She informed Cllrs the landlord had repaired a faulty isolator switch. A deep clean of the Barn has been carried out. The Clerk confirmed that work was still ongoing to find an alternative electricity supplier. **AP2: Clerk to provide details to Cllrs.**

323. Playing Field Access Path

The Clerk had produced a draft job specification for Cllrs to consider. After discussion it was agreed that the concrete path should be extended to the holly bushes, as the previous suggestion of seeding or turfing this area would not be practical because of the lack of natural light along this path and ongoing maintenance. **AP3: Clerk to revise the job specification and obtain quotes.**

324. Playground Annual Inspection

Cllrs received the inspection report which has classified the play areas as low risk. However, concerns were raised with the findings and recommendations from the report as some comments appeared to conflict with the risk ratings given. Cllrs were not satisfied that only a visual check had been carried out on the zip wire and asked for clarification from Kompan on their findings and an explanation as to why they had not carried out a full inspection on this piece of equipment. Cllrs also requested a quote for the remedial action recommended in the report. **AP4: Clerk to liaise with Kompan.**

Cllrs also discussed the weekly visual inspections of the play areas and the clerk reminded them that completed visual check forms must be forwarded to the clerk. **AP5: Cllr Bowring to forward to the Clerk.**

325. Website

Cllr Jones confirmed the new website was very close to being finalised and requested profile photos from Cllrs Bowring, Goodwin-Sword and Salter. She confirmed a grant of £565.99 from KCC had been received which fully funds the cost of the new website. **AP6: Cllrs Bowring, Goodwin-Sword and Salter to forward photos to Cllr Jones.**

326. Committees

Cllrs **received** and **agreed** the amended terms of reference for the Personnel Committee. At January's meeting Cllr Salter showed interest in joining this committee. In his absence it was proposed that, subject to his agreement, he would join the committee as the fourth representative. **AP7: Clerk to liaise with Cllr Salter and confirm a meeting date.**

327. CCTV Policy

Deferred to March meeting. The Clerk advised that membership to the ICO would be required. **AP8: Clerk/Cllr Jones to prepare policy and return to the March meeting for adoption.**

328. Correspondence Policy

Cllrs agreed no further action was required.

329. Planning

- a. 21/500081/500082/LAWPRO – Lawful Development Certificate for change of use of building to a children’s home. Scarlett & May Cottages, Dunn Street ME7 3ND. Cllrs were advised that there is no statutory requirement for MBC to consult on change of use applications but they have confirmed they will accept comments submitted. Cllrs Bowring and Carr refrained from voting on this item and confirmed they had been lobbied. After consideration Cllr Jones proposed, seconded by Cllr Fifield with 4 in favour and 2 abstentions to object to this application on the grounds:
The application does not fall within the limits of Class C3 as a material change of use will occur and, therefore, it should be subject to a full planning application. It was agreed the Clerk would draft a response and circulate to Cllrs. **AP9: Clerk to draft response.**
- b. 21/500271/SUB - Submission of Details to Discharge Condition 2 (External Cladding) and Condition 3 (External Surfacing Materials) Subject to 14/500691/FULL at Kingsmead House, Dunn Street Road, Bredhurst, Gillingham, Kent. **No material reason to object.**
- c. Lidsing Development / MBC Local Plan Review - Cllr Jones had been in contact with the Chair of Lenham PC who are challenging MBC on a proposed ‘Garden Community’ included in MBC’s Local Plan review. They have employed a Planning Consultant and have passed details to Cllrs Jones. It was agreed that Cllr Jones will make contact and seek advice regarding the proposed development at Lidsing. **AP10: Cllrs Jones to contact the Planning Consultant and circulate details to Cllrs.**

330. Finance

- a. The financial statement and bank reconciliation were **received** and **accepted**.

Account	Balance as of 31/01/21
Unity Account	39,692.83

- b. The following payments were **agreed** and authorised as follows:

No.	Details	Amount	VAT*	Total	Auth
91	Kompan – Annual Play Inspection	142.00	28.40	170.40	NC, CS
92	Cllr V Jones - Lidsing Banners (Project Ink Ltd)	300.00	60.00	360.00	NC, CS
93	Rachel Ford – Gardener (December)	80.00	-	80.00	SB, CS
94	Cllr Carr – Village Show Website Renewal Fee	15.00	-	15.00	SB, CS
95	Mona Cleaning – Blacksmiths Barn (January)	45.00	-	45.00	SB, CS
D/D	UTB - Quarterly Service Charge	18.00	-	18.00	-
D/D	Bytes – Microsoft Office (January)	8.82	1.76	10.58	-
D/D	Onecom – Barn internet (January)	23.10	4.62	27.72	-

* VAT to be reclaimed.

331. Reports from parish councillors

Cllr Jones reported there was a fallen tree across Church Path (KH49). **AP11: Cllr Bowring to notify the landowner.**

Cllr Carr informed Cllrs of a new fly tipping campaign and posters will be available shortly. She asked the clerk to inform residents how to report any suspicious activity. **AP12: Clerk/Cllr Carr.**

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

Cllr Hinder reported there is uncertainty as to whether the elections will go ahead on 6th May 2021. He also reported that MBC had successfully secured a high court injunction against a landowner in Boxley.

333. Correspondence

All correspondence was **noted**. The following items were discussed:

- Notification of Local and National Restriction Grants - £6763.00 received from MBC
- Nextdoor Bredhurst – Some residents who had received advertising mailshots had contacted the council asking if this was a scam. Cllrs had heard of 'Nextdoor' and advised it is up to individuals to decide whether to join or not.

The meeting was not adjourned for a public session.

334. Close of meeting

The meeting closed at 7.49pm

335. Date of the next meeting - Wednesday 3rd March 2021 at 6.30pm

Signed.....

Date.....