

BREDHURST PARISH COUNCIL
Minutes of the Ordinary Parish Council Meeting
Blacksmiths Barn
Wednesday 10th June 2026 at 7.00pm



Present: Cllr Vanessa Jones (Chair), Cllr Greg Davis (Vice Chair), Cllr Richard Collins, Cllr Sue Harwood, Cllr Ian Hopson and Cllr Jasmine Chandler.
 Melanie Fooks – Clerk & RFO.
 Members of the public – None.

481/26 Apologies for Absence

Apologies **accepted** from Cllr Sharp and County Cllr Spencer Dixon.

482/26 Declarations of Interest

None.

483/26 Motion to exclude the press and public from all items in the Closed Session

Cllr Jones proposed, seconded by Cllr Harwood **agreed** by all Cllrs.

484/26 Minutes of the 27th May 2026 Parish Council Meeting and Closed Session

The minutes were **agreed** by Cllrs and signed by the Chair.

485/26 Matters Arising (for information only)

Action Points from 27-05-26:

Action Points	Actions	Clerk or Cllr	Completed or Agenda Item on 10/06/26
AP1	Circulate Policies deferred from May meeting	Clerk	Item 493
AP2	Instruct contractor to repair Village sign	Clerk	Item 490a
AP3	Comments to MBC re application 26/501450/Full	Clerk	Completed
AP4	Update signatories to UTB adding Cllr Chandler	Clerk	In progress
AP5	Submit AGAR and publish on PC website	Clerk	Completed
AP6	Add Cllr Jones as cardholder to Multipay Card	Clerk	In progress
AP7	Apply for a BVH Multipay Card with the Clerk and Cllrs Jones as card holders	Clerk	In progress
AP8	Circulate revised Insurance Premium to Cllrs	Clerk	Item 492d
AP9	Arrange meeting with BPC, KCC Cllr and School.	Clerk	Item 494b
	Outstanding Actions		
	Request quotes for work identified in FRA for BVH	Clerk	Ongoing
	Investigate additional funding towards safety surface	Clerk	Item 487b
	Obtain quotes for kerb installation in Forge Lane	Clerk	Ongoing
	Purchase What3Words subscription x 3	Cllr Jones	Ongoing

There was no public session.

486/26 Police

- There were no crimes reported during April and May in Bredhurst. Two were reported in Lidsing Road. On 18th April two trail cameras were stolen and signage was damaged.
- Cllrs **noted** the response from PC Ben Cox who is aware of the Black Nissan Juke which is currently parked outside Green Court. It is insured but has no MOT.

487/26 Community Playing Field

- Cllrs **noted** weekly and monthly inspection reports for May/June and actions required. The play equipment and furniture is being cleaned over the next couple of weeks weather permitting.
- The Clerk has been unable to source further funding towards the cost of replacing the safety surfacing. She is meeting with another contractor to obtain an alternative quote.

AP1: Clerk to arrange date for site visit with contractor.

488/26 Blacksmiths Barn

- a. Cllrs **received** and **noted** the Clerk's update on regular hirers at the Barn.
- b. No other Blacksmiths Barn matters.

489/26 Bredhurst Village Hall

- a. **Received** and **noted** BVH's accounts for P/E 31st May 2026.

490/26 Village Maintenance

- a. The Village sign, frame and pole are in poor condition. A new frame, previously agreed at **£1750+VAT**, is being made by Grand Metalworks. They have also quoted **£890.00+VAT** for a new pole. Signs of the Times, who made the original sign 21 years ago, cannot give a firm quote for repair until the sign is couriered to them in Bedfordshire where it will be examined. They have estimated an upper figure of **£2,500+VAT** for repair. Cllr Jones proposed, seconded by Cllr Chandler with all in favour to increase the earmarked reserve for this project from £2,500 to **£5,100.00** to carry out the necessary repairs/replacement.

AP2: Clerk to arrange repairs/replacement.

- b. No other Village matters.

491/26 Planning

- a. Cllrs **noted** the rescheduled date for **The Lidsing Garden Development Consultation** by Hulme Planning at **Blacksmiths Barn on Friday 26th June 3pm – 8pm.**

AP3: Clerk to contact Hulme Planning for advertising flyers.

- b. [26/501948/TPOA](#) – TPO application to mixed broadleaf group (G1) to crown lift to achieve a 4.5 ground clearance over church car park to alleviate encroachment and restrictive car park usage at Hurst House, The Street, Bredhurst ME7 3LH. **Defer decision to the Landscape Officer.**

AP4: Clerk to submit response.

492/26 Finance

- a. The financial statements and bank reconciliations for P/E 31st May 2026 were **agreed** by all Cllrs and signed by the Chair.

Unity Trust Bank Accounts at 31/05/2026	
Bredhurst Parish Council (Current Account)	£ 14,906.93
CCLA (Bredhurst PC Investment Account)	£ 50,000.00
Blacksmiths Barn (Current Account)	£ 10,214.73
Bredhurst Village Hall (Savings Account)	£ 23,279.08
Bredhurst Village Hall (Current Account)	£ 10,016.13

- b. All payments made out of and at meeting were **agreed** by Cllrs.
Cllrs Harwood and Hopson were nominated to authorise forthcoming payments.

Payments made out of meeting:

Details	Amount	VAT*	Total	Auth
BPC				
Clerk's Salary and Office Rental – May	-	-	-	GD/RC
HMRC – Contributions - May	-	-	-	GD/RC
Parish Caretaker - Maintenance - May	-	-	-	GD/RC
Grand Metalworks Inv. 1024 50% Dep. Village Sign repairs	875.00	175.00	1050.00	GD/RC
Nest Pensions Contributions - May	-	-	-	GD/RC
Scribe Accounts – Invoice 19427 - June	37.00	7.40	44.40	GD/RC
Zurich Insurance – Annual Premium	915.47	-	915.47	GD/RC
Blacksmith Barn				
EDF Energy – Barn Electricity – InvKI-2A9A8133-0025	90.74	4.54	95.28	GD/RC
Every Little Nook – Barn Cleaning - May	46.00	-	46.00	GD/RC
Rachel Ford – Gardening (8 hours) – May	240.00	-	240.00	GD/RC

* VAT to be reclaimed.

Payments made at meeting:

Details	Amount	VAT*	Total	Auth
M Fooks – Spray bottle for cleaning play equipment	16.67	3.33	20.00	IH/SH
Managed Technology - Tech Support - BPC printer/scanner Inv. 249909	35.00	7.00	42.00	IH/SH
BCTec Invoice – Tech Support Invoice 34669	119.35	23.87	143.22	IH/SH
BCTec – Microsoft 365 Subscriptions Invoice 34463	32.90	6.58	39.48	IH/SH
UTB Monthly Bank Charges (PC Account) - June	7.00	-	7.00	IH/SH
UTB Monthly Bank Charges (Barn Account) - June	7.00	-	7.00	IH/SH
Lloyds Corporate Multipay Card – June statement	123.32	2.67	125.99	IH/SH

* VAT to be reclaimed.

- c. **Noted** receipts and payments for all accounts for the period 01/05/2026 - 31/05/2026.
- d. Proposed by Cllr Davis, seconded by Cllr Chandler with all in favour to **ratify**, the out of meeting decision to renew the PC insurance to include Hirers public liability for Blacksmiths Barn at **£915.47**.
- e. Cllr Hopson proposed, seconded by Cllr Collins with all in favour to add Cllr Chandler as a signatory on Bredhurst Village Hall UTB accounts.

AP5: Clerk to update BVH signatories on UTB account.

3/26 Policies and Procedures

Cllr Chandler proposed, seconded by Cllr Harwood with all in favour to adopt the following policies and procedures with some minor amendments:

- Compliments, Complaints and Comments
- IT & Internet Usage
- Community Playing Field & Playground Inspections Policy
- Playground Risk Assessment
- Delegation of Powers – Planning
- Personnel Committee ToR's

AP6: Clerk to publish policies.

494/26 Highways

- a. Highways Improvement Plan: KCC Highways have confirmed the road narrowing scheme between Meynell and Kingsmead House is scheduled from July onwards. Cllr Dixon has confirmed that KCC will replace the dropped kerb with a raised kerb to deter vehicles from mounting the pavement and will cut back some vegetation with a view to installing wooden bollards should they be necessary.
- b. Cllr Jones met with KCC Cllr Dixon, Emily Rodgers KCC Community Engagement Officer and Michelle Cox, Headteacher, Bredhurst CofE School to discuss how KCC's Active Travel Team can help the school with parking issues at the school. Michelle agreed to update the School Travel Plan and once this has been submitted KCC will work with the school to help resolve issues.
- c. In order to compare before and after traffic flows resulting from the Lidsing development, Cllr Davis Proposed, seconded by Cllr Hopson with all in favour to conduct an annual traffic survey in conjunction with Boxley PC between 11-17 July to measure traffic flows through Bredhurst at **£210.00**.

AP7: Clerk to confirm with the Clerk of Boxley PC.

495/26 Speedwatch

Cllr Hopson reported only one session had been held in the last month due to the lack of volunteers. He stated they found fewer cars speeding.

496/26 Monthly Community Litter pick

June's litter pick was cancelled due to bad weather. July's litter pick will be held on Saturday 11th July.

AP8: Clerk to circulate details to residents.

497/26 Councillor/Clerk Training

There were none.

498/26 Reports from Parish, Borough, and County Councillors (if present)

- Cllrs Jones and Thompson attended a Ward Cluster Meeting on 9th June with Police Inspector Steve Kent, MBC's Community Protection Team and Community Police Officer Ben Cox. There is ongoing work in the Ward to tackle waste crime, and the Police hope to carry out more speed traps. The need for more speed traps is supported by evidence gathered from Bredhurst Speedwatch and demonstrates how useful the initiative is.
- Cllr Jones arranged for the MBC Street Sweeper to visit Bredhurst last week and it will return regularly on four-week cycle.
- An announcement from Central Government regarding Local Government Reorganisation (LGR) is expected in July.

499/26 Correspondence

The following correspondence was **received** and **noted**:

- KALC News – June Edition.
- Maidstone KALC Area Committee Agenda and supporting documentation for 29th June Meeting.
- CPRE Kent – May E-Newsletter
- Kent PCC's Newsletter

500/26 Closed Session

Items covered and minuted separately:

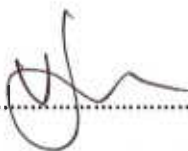
- a. Personnel matters
- b. Bredhurst Village Hall

501/26 Close of Meeting

Meeting closed at 8.23pm with no further business to discuss.

502/26 Date of Next Meeting: Wednesday 8th July 2026

Signed.....



Date.....

8/7/26