

BREDHURST PARISH COUNCIL
Minutes of the Ordinary Parish Council Meeting
Blacksmiths Barn
Wednesday 8th July 2026 at 7.00pm



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

503/26 Apologies for Absence

Apologies **accepted** from Cllr Sharp and PC Ben Cox.

504/26 Declarations of Interest

None.

505/26 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.

506/26 Minutes of the 10th June 2026 Parish Council Meeting and Closed Session

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

507/26 Matters Arising (for information only)

Action Points from 10-06-26:

Action Points	Actions	Clerk or Cllr	Completed or Agenda Item on 08/07/26
AP1	Arrange site visit with safety surface contractor	Clerk	Item 510b/c
AP2	Instruct contractor to carry out repairs to Village sign	Clerk	Item 513a
AP3	Contact Hulme Planning for advertising flyers	Clerk	Completed
AP4	Comments to MBC re application 26/501948/TPOA	Clerk	Completed
AP5	Include Cllr Chandler as signatory on all UTB accounts	Clerk	Completed
AP6	Publish approved policies on PC website	Cllr Jones	Completed
AP7	Confirm traffic surveys with Clerk, Boxley PC	Clerk	Completed
AP8	Circulate date for next community litter pick	Clerk	Completed
	Outstanding Actions		
	Request quotes for work identified in FRA for BVH	Clerk	Ongoing
	Investigate additional funding towards safety surface	Clerk	Ongoing
	Obtain quotes for kerb installation in Forge Lane	Clerk	Item 511c
	Purchase What3Words subscription x 3	Cllr Jones	Completed

There was no public session.

508/26 Planning

- Presentation by MBC Planning Enforcement. The process for reporting possible breaches and investigations was explained plus the penalties imposed.
- Lidsing Garden Development Consultation was held on Friday 26th June. Cllrs Jones confirmed that a pre application briefing would be held at MBC in July with the promoter in advance of the application being submitted for the first stage of the development.
- There were no other planning matters.

509/26 Police

There were no crimes reported in Bredhurst during June.

510/26 Community Playing Field

- Cllrs **noted** weekly and monthly inspection reports for June/July and actions required.
- The consideration of the safety surface quotation for the junior playground was deferred to the September meeting.

- c. Surfacing options for worn areas inside and out of the fenced playground deferred to the September.
- d. Arrangements were confirmed for the Hazlitt Theatre's outdoor performance of Peter Rabbit on Sunday 23rd August on the community playing field, including a fish and chip and ice cream van. Posters advertising the event will be forwarded to the Clerk for circulation once completed.

AP1: Clerk to circulate to residents once received.

511/26 Blacksmiths Barn

- a. Cllrs **received** and **noted** the Clerk's update on regular hirers at the Barn.
- b. Cllrs considered and **agreed** the amended hire conditions.
- c. Cllrs deferred the decision of kerbing along Forge Lane, outside Blacksmith Barn, until September as further quotes were required.

AP2: Clerk to obtain further quotes

- d. No other Blacksmith Barn matters.

512/26 Bredhurst Village Hall

- a. Cllrs Jones confirmed that the decision regarding the funding application for £900k for the full refurbishment of the hall will be given at the next MBC Cabinet meeting on 22nd July 2026.
- b. **Received** and **noted** BVH's accounts for P/E 30th June 2026.
- c. The Clerk confirmed the annual 2025/26 accounts for submission to the Charity Commission are progressing.
- d. The gate to the car park was installed on 30th June. Feedback from hirers is very positive.

The Chair extended the meeting by 30 minutes at this point.

513/26 Village Maintenance

- a. Cllrs **received** the Clerk's report and quotations for galvanising the signpost at £890.00 and the cost to return the sign to Sign of the Times in Bedfordshire for restoration at £340.00. Cllr Collins proposed, seconded by Cllr Chandler with all in favour to increase the budget to £6,500.00 and to give the Clerk delegated authority to make the final decision on repairs needed.

AP3: Clerk to arrange repairs/replacements.

- b. No other Village matters.

514/26 Finance

- a. The financial statements and bank reconciliations for P/E 30th June 2026 were **agreed** by all Cllrs and signed by the Chair.

Unity Trust Bank Accounts at 30/06/2026	
Bredhurst Parish Council (Current Account)	£ 13,474.02
CCLA (Bredhurst PC Investment Account)	£ 50,000.00
Blacksmiths Barn (Current Account)	£ 10,989.23
Bredhurst Village Hall (Savings Account)	£ 23,392.25
Bredhurst Village Hall (Current Account)	£ 9,169.40

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

Payments made out of meeting:

Details	Amount	VAT*	Total	Auth
BPC				
Clerk's Salary and Office Rental – June	-	-	-	IH/SH
HMRC – Contributions - June	-	-	-	IH/SH
Parish Caretaker – Maintenance – June	-	-	-	IH/SH
Business Stream – Allotment Water (Mar-June)	27.41	-	27.41	IH/SH
Nest Pensions Contributions – June		-		IH/SH
Scribe Accounts – Invoice 20045 – July	37.00	7.40	44.40	IH/SH
Three Counties – June Grounds Maintenance & Path Strimming – Inv. 8045	800.00	160.00	960.00	IH/SH

Savills Community Field Rent (Q2)	137.50	-	137.50	IH/SH
BCTec – 365 Microsoft Subscriptions – Inv. 34763- June	32.90	6.58	39.48	IH/SH
MBC Allotment - Annual Rent	5.00	-	5.00	IH/SH
Grand Metalworks Inv1026 50% dep. for Village Signpost	445.00	89.00	534.00	IH/SH
Blacksmith Barn				
EDF Electricity -June invoice KI-2A9A8133-0026-1	42.03	2.10	44.13	IH/SH
Every Little Nook – Barn Cleaning - June	77.00	-	77.00	IH/SH
Rachel Ford – Gardening (6 hrs) - June	180.00	-	180.00	IH/SH
OneCom - Barn Internet – Inv. 7836630	41.52	8.30	49.82	IH/SH
Returned Hire Deposit Ref: 139-25/26	100.00	-	100.00	IH/SH
Returned Hire Deposit Ref: 151-25/26	100.00	-	100.00	IH/SH
Returned Hire Fee and Deposit Ref: 25-26/27	234.40	-	234.40	IH/SH
Returned Hire Deposit Ref 16-26/27	100.00	-	100.00	IH/SH

* VAT to be reclaimed.

Payments made at meeting:

Details	Amount	VAT*	Total	Auth
EDF Energy – Barn Electricity - June	42.03	2.10	44.13	JC/GD
UTB Monthly Bank Charges (PC) July	7.00	-	7.00	JC/GD
UTB Monthly Bank Charges (Barn) July	7.00	-	7.00	JC/GD
Lloyds Corporate Multipay Card – July Statement	20.81		20.81	JC/GD
BCTec Tech Support inv. 35041	13.75	2.75	16.50	JC/GD
Wizard Systems – Barn Alarm Annual Service	91.67	18.33	110.00	JC/GD
Managed Technology - BPC printing 6 monthly invoice	91.02	18.20	109.22	JC/GD

* VAT to be reclaimed.

- c. **Noted** receipts and payments for all accounts for the period 01/06/2026 - 30/06/2026.
- d. Cllrs **received** and **agreed** Q1 budget. Cllr Jones noted the Scribe report was clear and easy to follow.
- e. Cllr Davis proposed, seconded by Cllr Collins with all in favour to agree the Clerk's annual SLCC membership at a cost of **£253.00**.
- f. No other financial matters

515/26 Policies and Procedures

Cllrs unanimously agreed to adopt the following policies and procedures with some minor amendments:

- Privacy Notice
- Freedom of Information Policy & Publication Scheme
- Litter Pick Risk Assessment
- Grant Awarding Policy
- Community Field, Policy for Users
- Code of Conduct

AP4: Clerk to publish policies.

516/26 Highways

- a. Highways Improvement Plan: KCC Highways expect that works for the signing and white lining for the road narrowing between Meynell and Kingsmead House, Dunn Street, will commence in August. It is understood that a road closure is likely to be necessary. Advance notice will be given. KCC are conducting a feasibility study to reinstate a full height kerb.
- b. The Traffic Survey for Bredhurst and Boxley will take place between 11-17 July 2026.

517/26 Allotments – Review of Allotment Rent

Cllrs **received** the Clerk's report and Cllr Davis proposed, seconded by Cllr Jones with all in favour to keep the rent at £15.00 for 2027-28.

518/26 Speedwatch

Cllr Hopson reported only one session had been held since the last BPC meeting due to the unavailability of volunteers. He stated that 33 vehicles were travelling in excess of 20mph speed limit and 2 had no MOT. Sessions are proving effective with speeding motorists receiving either letters or visits from the Police. Speedwatch results also provide evidence needed for the Police to carry out speed traps. More Speedwatch volunteers are urgently needed to allow more hour-long sessions to be held. Cllr Jones confirmed she had completed the online Speedwatch training.

519/26 Monthly Community Litter pick

Cllrs **agreed** to cancel July's litter pick due to weather conditions.

AP5: Clerk to circulate details to residents.

520/26 Councillor/Clerk Training

The Clerk attended a webinar on the impacts of Martyn's Law, a UK legislation requiring certain public venues and events to implement counter-terrorism measures to protect the public from terrorist threats. She confirmed that the village hall was not in scope to implement measures to reduce risk as the law applies to events of 200 plus. However, it is suggested that there are procedures that could be implemented as good practice and these will be considered at the next Village Hall Committee meeting.

AP6: Clerk to add item to next BVH agenda.

521/26 Reports from Parish, Borough, and County Councillors (if present)

There were none.

522/26 Correspondence

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

- KALC Weekly Bulletin.
- Maidstone KALC Area Committee Draft Minutes of 29th June Meeting.
- Landscape Character Assessment Stakeholder Workshop, 13th July, 1.30 to 3.30 Maidstone Town Hall

523/26 Closed Session

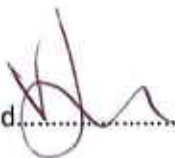
Items covered and minuted separately:

- a. Personnel matters – There were none.
- b. Enforcement

524/26 Close of Meeting

Meeting closed at 9.16pm with no further business to discuss.

525/26 Date of Next Meeting: Wednesday 9th September 2026

Signed  Date 9/9/26