

BROOKLAND PARISH COUNCIL

Page 251

MINUTES 66

Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland on Monday 20 October 2008 at 7.15 pm

PRESENT: Mr, C Hill (Chair), Mrs M Akers, Mrs C Coleman
and Mr M Smith

PARISH CLERK: Mrs J Batt

MEMBERS OF THE PUBLIC: There were no Members of the Public present.

1. **APOLOGIES FOR ABSENCE**

There were no Apologies for Absence

2. **DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

i) **Updating of Declarations of Interest for the Code of Conduct**

The Clerk reminded Councillors that they should update their Declarations of Interest with the Monitoring Officer if necessary.

3. **ACCEPTANCE OF MINUTES**

Minutes 65 of the last meeting were accepted and it was unanimously agreed that Mr Hill should sign them.

Proposed Mrs Coleman Seconded Mrs Akers

4. **MATTERS ARISING**

The Clerk reported that she had contacted the PROW Officer regarding the bridge from the Churchyard onto path no HM31. It has not been repaired as yet.

The Clerk reported that she had emailed Mrs Hogben regarding cutting the grass at the Youth Area, but has still had no reply.

Mrs Coleman reported that she had not been contacted by the Environment Agency regarding the ditch at the back of the High Street. It was agreed that she should contact them and try and arrange a meeting.

5. PUBLIC INTERVAL

There were no Members of the Public present.

6. CHAIRMAN'S REPORT

Nothing to Report.

7. CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS**Correspondence**

SDC Agendas and Minutes

SDC Planning Lists

Kent Wildlife Trust re Romney Marsh Living Landscape Project

Registers of Common Land and Town or Village Greens – Implementation of Part 1 of the Commons Act 2006 from 1st October 2008

Communities and Local Government – The making and enforcement of byelaws
Town and Parish Standard

Mr K Funnell – Interim Internal Audit Report 2008-2009

SDC re Power outage at Civic Centre 27 and 28 September

SDC Affordable Housing – Supplementary Planning Document (SPD)

KALC re Meeting 16.10.8

KCC re Parish and Town Council Seminar

Kent Health Watch

SDC re Casual Vacancy

SDC re Precept

SDC Forward Plan of Key Decisions

White Cliffs Countryside Project – Countryside Events Autumn/Winter 2008/2009

KALC Notification of AGM

Letter of Resignation from Mr D Rhys Jones

The Clerk read out the letter received from Mr Rhys-Jones, following his resignation last month. She reported that she was advised by KALC that the contents of the letter should be investigated and asked 2 councillors to take the letter and formulate a reply.

Mr Smith and Mrs Akers agreed to undertake this investigation.

Finance

The Current Account Balance stands at £5679.86 and the Reserve Account Balance at £22083.94 War Bonds show in the accounts at £218.37. Of this £14974.00 is earmarked for the youth area.

NOTE: £7000 – Grant for Cemetery Wall

£86 – Net Cost of Specification

£5690 – Net cost of repairing Cemetery Wall

£1224 – Left from KCC Grant earmarked for Youth Shelter (included in Balance)

£1750 – Left from Budget. After discussion it was unanimously agreed to earmark this for the Youth Shelter as well

£2000 – Earmarked from funds 2007-2008

£10000 – AFA Grant for Cemetery Wall

Accounts to be paid

| PAYEE | DESCRIPTION | NET £ | VAT £ | GROSS £ |
|------------------|--------------------|------------------|------------------|--------------------|
| Audit Commission | Audit Fee 2008 | 120.00 | 21.00 | 141.00 |

Proposed Mrs Coleman Seconded Mrs Akers

Resolution

Councillors unanimously agreed to pay the above accounts.

Internal Auditor's Report**Risk Assessments**

A set of Risk Assessments have been prepared and we need to monitor the situation and record any action required and subsequently taken.

Fidelity Guarantee

The Auditor advised that this should be increased to £20,000.

The Clerk was asked to contact Allianz Cornhill and ask how much it will cost to increase the Fidelity Guarantee to £20,000.

Property

Members need to regularly review the values of items insured and ensured that they are mirrored in the asset register.

A full record of the details recorded on the War Memorial should be kept. Mr Hill has copies of the tablets with the names of the fallen on and will send a copy to the Clerk.

Burial Ground

Members should check that the correct fees and charges are being collected.

It was noted that there does not appear to be a receipt in respect of Burial Number 817. This needs to be looked into.

Insurance

Nothing to report

Risk Assessment/Risk Inspection

The Risk Assessment will be typed up and given to 2 Councillors at the next meeting who will complete a Risk Inspection based on the Assessment in time for the next audit.

Mr Hill will contact Mr Flaxman at SDC to find out whether the bench at Rosemary Corner is on SDC land.

8. VILLAGE HALL FIELD

The football team held a tournament recently which raised about £400.

Mr Smith is to ask the organisers of the team how many more games they have got coming up and about the possibility of purchasing a white liner.

The Clerk will include the weekly cut when she invites tenders for the next growing season.

Resolution:

It was agreed that Mr Smith would act as liaison officer between the Parish Council and the Football Team

9. YOUTH AREA

We have not ordered the equipment yet as we are waiting to hear from Mr Knight.

10. CEMETERY**Cemetery Administration – Appointment of Burial Clerk**

Three suggestions were put forward:-

1. That a Councillor is appointed as Burial Clerk
2. That the position is put out to Tender
3. That the Clerk be asked to act as Burial Clerk as well as Parish Clerk.

Following discussion, the following was agreed upon:-

Resolution

The Parish Clerk will act as Burial Clerk to Brookland Burial Board. It was agreed to increase her hours to 18.5 per month to cover the extra work involved.

Proposed Mr Smith Seconded Mrs Akers

11. PLANNING

The minutes of the Planning Meeting held on 30 September will be agreed at the next Planning Meeting. A draft was read out. Please see attached list.

12. VILLAGE RESPONSIBILITIES**Matters Arising from the Round Robin**

Mr Smith offered to find out whether we need to adopt the red telephone kiosk to make sure that it is not removed from the village.

Village Hall

The bench has been installed at the Rose Garden. It has a concrete plinth and has been bolted down.

A new rubbish bin has been installed which Mrs Akers empties.

The sign prohibiting lorries etc has been put up at the entrance to the car park.

A meeting, attended by 13 residents, was held to discuss Village Fete which it is proposed to hold on 8 August 2009.

The next meeting of the Village Hall Committee is scheduled for 3 November 2008.

Street Signs

Nothing to report.

Litter Bins

Nothing to report.

13. FORUM FOR EXCHANGE OF IDEAS BETWEEN COUNCILLORS

Mrs Akers asked what the situation is in Brookland regarding allotments. The Clerk told her that we do not have any at the moment. If 10 people write to the Parish Council requesting an allotment, then the Council has a duty to consider providing them.

The Clerk was asked to contact the Planning Department regarding the tree that has been removed at Manor House, Butchers Lane.

The sign on Straight Lane warning of the sharp left hand bend and the school has been knocked down. The Clerk will inform KCC Highways.

The Clerk was asked to write to the managers of the Wind Farm and ask them to remove the barbed wire fencing at Woolpack Corner.

The Clerk was asked to contact the Planning Department at SDC and ask whether they know whether the occupier of Hamilton Barn, Rye Road is running a business from the premises as some buildings have been put up and a lot of cars are going in and out.

EDF are offering £60,000 a year to be shared amongst villages within 10 miles of the Wind Farm. The money will become available once the turbines start producing electricity.

There being no other business the meeting closed at 9.15 pm.

Signed Dated
Chairman

15 SEPTEMBER 2008 – 20 OCTOBER 2008

Planning Applications Received

Full Planning Permission requested – Delegated to Officers unless otherwise stated:-

Y06/1648/SH London Ashford Airport, Lydd Romney Marsh, Kent

Construction of a 294 metre runway extension together with an additional 150 metre starter extension

Supplementary information received

Parish Council: Support 3:1

Decided at Planning Committee Meeting held on 30 September 2008

Y07/0969/SH Miss B Cooke, Nobbs Hall, Old House Lane, Brookland, Romney Marsh

Erection of a single storey extension

Planning Officer: Paul Howson

Parish Council: Support

District Council: