

BROOKLAND PARISH COUNCIL

Page 256

MINUTES 67

Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland on Monday 17 November 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 66 of the last meeting were accepted and it was unanimously agreed that Mr Hill should sign them.

Proposed Mrs Akers Seconded Mrs Coleman

4. MATTERS ARISING

The bridge from the Churchyard onto path no HM31 has been repaired

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

We have received a letter from the Planning Department informing us that they are dealing with our complaint regarding the barbed wire fencing at Woolpack Corner.

We have received a letter from the Planning Department in acknowledgement of our recent correspondence regarding the tree at the Manor House and Hamilton Barn.

KCC has added the sign on Straight Lane, warning of the sharp left hand bend and the school to their database.

Mrs Coleman is still trying to contact the Environment Agency regarding the ditch at the back of The High Street.

Mr Smith reported that the red telephone box is still the property of BT. It was adopted by the Parish Council in 1988.

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, Minutes and Planning Lists

SDC re Code of Conduct

Explore Kent

SDC reply to our correspondence regarding the removal of fencing at Woolpack Corner Communities and Local Government – Communities in Control

KALC Minutes of meeting held 17.07.08

Mr K Knight re Play Area

S & C Slatter

KCC re Subsidised Bus Services

SDC

Clerk and Councils Direct

English Rural

KALC Parish News etc

SDC re Council Services in Kent

SDC re tree at Manor House and Hamilton Barn

Emails received during the month were also read out by the Clerk

Finance

The Current Account Balance stands at £4674.94 and the Reserve Account Balance at £22333.10 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 £
Mrs J Batt		357.38		357.38
M Coleman & Son	Grass Cutting - Cemetery - Village Hall Field - Football Pitch	260.00 140.00 40.00	77.04	517.04
BVHMC	Rent – PC Meetings B Team	42.50 88.00		130.50

Proposed Mrs Coleman Seconded Mrs Akers

Resolution

Councillors unanimously agreed to pay the above accounts.

Budget 2009-2010

See attached.

Resolution: Councillors unanimously agreed to set the precept for 2009-2010 at £9800.

Casual Vacancy

Letter of Resignation from Mr D Rhys Jones

Mr Smith and Mrs Akers read out their proposed reply to Mr Rhys-Jones.

Resolution: Councillors unanimously agreed that it should be sent.

We have not, to date, received official notification that we can co-opt a Councillor to replace Mr Rhys-Jones.

Freedom of Information Act

The Clerk reported that under the Freedom of Information Act, it is the duty of every Public Authority to adopt and maintain a publication scheme.

The Information Commissioners Office is changing the emphasis in the approval and operation of publication schemes to a generic model, which should be adopted and operated by all public authorities from 31 December 2008. A local council will breach the Act if it has not adopted the model scheme and/or is not publishing in accordance by this date. See attached scheme.

The Clerk suggested that Councillors should consider the possibility of setting up a website, as it would be a very good way of communicating with residents and other interested parties. She was asked to invite Mr Stanley to the next meeting to discuss this.

Resolution:

Councillors unanimously agreed to adopt the Model Publication Scheme under the Freedom of Information Act.

Grass Cutting Tenders

Mr Smith was not happy with the tenders that have been sent out in previous years. It was agreed that he would write the letter and email it to the Clerk so that she can send it out.

Insurance

The Clerk handed the Chairman a proposal form to fill in for the Fidelity Guarantee. He took all the insurance documents.

Risk Assessment/Risk Inspection

The Clerk handed Mr Smith a copy of the Risk Assessment, in order that a Risk Inspection can be completed by the end of the Financial Year – 31 March 2009. He also took a copy of the Fixed Asset Register to compare with the Risk Assessment so that we can ensure that all items are on both registers and insured as necessary.

Mr Hill reported the bench at Rosemary Corner is on SDC land and as such is not the responsibility of the Parish Council.

Tree Inspection

Mr Hill and Mr Smith will count the trees in the morning and let the Clerk know how many need inspecting.

War Memorial

Mr Hill handed the Clerk the photographs of the War Memorial.

8. VILLAGE HALL FIELD

Nothing to report.

9. YOUTH AREA

The Clerk reported that she had received a form from Monster Play Systems, which needs to be returned as soon as possible. She asked for confirmation that the money would all be received in time to pay the bill in January. Mr Smith took the form to fill in and said he would confirm details of the promised grants.

10. CEMETERY**Cemetery Administration**

The Clerk reported that there were one or two queries regarding the Cemetery and suggested that a meeting should be arranged between herself and 2 Parish Councillors to discuss these and any others that arise in the mean time.

11. PLANNING

Please see attached list.

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

There were no Matters Arising.

Village Hall

Nothing to Report.

Street Signs

Some signs have been installed.

Litter Bins

Nothing to report.

13. FORUM FOR EXCHANGE OF IDEAS BETWEEN COUNCILLORS

There being no other business the meeting closed at 9.45 pm.

Signed Dated
Chairman

21 OCTOBER 2008 – 17 NOVEMBER 2008

Planning Applications Received

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

Y08/0981/SH Mrs S Bennie, Manor House Straight Lane Brookland
Romney Marsh Kent TN29 9QS
Internal alterations including forming a new bathroom in the attic and
one roof light.
Planning Officer: J Gabbe
Parish Council: Support (Unanimous)