

# BROOKLAND PARISH COUNCIL

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## MINUTES 74

### Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland on Monday 21 September 2009 at 7.15 pm

**PRESENT:** Mr, C Hill (Chair), Mrs K Coleman and R Hyman

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

Proposed Mrs Coleman      Seconded Mr Hyman

4. **PROPOSED PARISH COUNCIL WEBSITE**

Mr Stanley emailed the Clerk as follows:-

One thing that needs discussing and agreeing at the PC meeting is joining the KCC Parishes Web Project. Once Brookland PC has signed up to this and the log on details for the dormant KCC Brookland webpage obtained, I can then finalise this KCC page to redirect to your real website.

**Resolution:** Councillors unanimously agreed to sign up to the KCC Parishes Web Project.

5. **MATTERS FOR REPORT FROM PREVIOUS MEETING**

Mrs Coleman reported that the ditch is to be cleared over one weekend when the school is closed.

6. **PUBLIC INTERVAL**

There were no Members of the Public present.

**7. CHAIRMAN'S REPORT**

Mr Hill reported that that SDC have repaired the fence from Salthouse Close towards the roundabout and resurfaced the path. The road markings have also been replaced in various parts of the village.

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

SDC Minutes, Agendas and Planning Lists

S & C Slater Ltd

English Rural – The Bulletin

Mr Woodridge, Crown Estates, revised Heads of Terms

NHS Eastern and Coastal Kent's Annual Report

AwCRK

Kent and Fire Rescue Service – Service Performance Plan 2009/2010

South East Water – Construction of New Water Main and Road Closure on King Street - ch

KALC Parish News etc

Mrs Snelling

SDC Minutes of Town and Parish Council Planning User Group Meeting

SDC Shepway Community Chest- CH

SDC Forward Plan of Key Decisions

ROSPA Report

The Crown Estate

Moat

Mr T Smeed – Method Statement

Clerk and Councils Direct

InterRoute

Applause

KCC – Kent Minerals and Waste Development Framework

William Richardson re funding for Highways

SDC – The Arts in Shepway

Timberline

KALC Parish News etc

Councillors noted Mrs Snellings comments.

**Finance**

The Current Account stands at £7712.79, the Reserve Account at £3310.98 and the War Bonds show as £218.37.

**Accounts to be paid**

<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS £</b>
Mrs J Batt	Salary and Expenses	616.79	3.53	<b>620.32</b>
M Coleman & Son	Grass Cutting	482.00	72.30	<b>554.30</b>
Playsafety Ltd	Annual Inspection	63.00	9.45	<b>72.45</b>

**Resolution: Councillors unanimously agreed to pay the above accounts.**

**Insurance**

Mr Hill confirmed that he had checked the insurance documentation and that all is in order.

**Risk Assessment/Risk Inspection**

Mr Smeed sent a Method Statement to the Clerk.

The Six Monthly Risk Assessment has not been completed. This will be done before the next meeting.

**Resolution: Councillors unanimously agreed to accept the Method Statement prepared by Mr Smeed.****Additional Notice Board**

We have received a request for a licence through from KCC. The cost of applying for the Licence is £395. Deferred until next meeting. Mr Hill will look into the cost of a new Noticeboard.

**9. YOUTH AREA**i. **Heads of Term for Proposed Lease**

Councillors unanimously agreed to accept the Heads of Terms. The Clerk will contact The Crown Estate and ask for the agreement to be drawn up.

ii. **Proposed extension of Tarmac area**

Nothing to report.

iii. **Rules of Use**

Mr Hyman will prepare the Rules of use for the youth area.

**10. CEMETERY****Cemetery Administration**

Nothing to report.

**11. PLANNING**

Please see attached list.

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

There were no matters arising.

**Village Hall**i. **Memorial Trees in Village Hall Grounds**

Mr Hill will contact an arboriculturalist for advice as to the best type of trees to plant.

**18. FORUM FOR EXCHANGE OF IDEAS BETWEEN COUNCILLORS**

The Village Fete made £980. Unfortunately 4 of the £20 notes were fakes, which brought the profit down to £900.

Mr Hill reported that we have the opportunity to obtain a minibus for the village. It was

not considered necessary to pursue this as Brookland is well served for transport.

Mr Hyman will pass the email regarding the Kent Volunteer Scheme grant on to the Cricket and Football Club.

There being no other business the meeting closed at 9.09 pm.

Signed ..... Dated .....  
Chairman

**BROOKLAND PARISH COUNCIL**

**21 JULY – 21 SEPTEMBER 2009**

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

Y09/0785/SH Miss P O'Connor, Unit A Bowdell Lane, Bowdell Lane,  
Brenzett, Kent TN29 9RP

Change of use and conversion of building and lean to from offices/staff  
accommodation to a self contained residential unit

Planning Officer: Claire Baldwin

**Parish Council: Support with the proviso that the caravan is completely  
removed from the site**

Y09/0869/SH Mr O'Neill, Applejoy, Straight Lane, Brookland, Romney Marsh

Extensions and alterations to roof, together with first floor link extension

Planning Officer Julian Ling

**Parish Council: Abstain**

**Councillors feel that the building seems to be enlarging  
steadily.**

**The following appeal has been dismissed:-**

Y08/1123/SH Mrs S Hill, Brookland C of E Primary School, High Street, Brookland,  
Romney Marsh, Kent TN29 9QR

Felling of an Ash Tree Subject of Tree Preservation Order No 2 of 2008

**Amendment of previous application**

Y09/0653/SH Mr S Bennie, Manor House, Straight Lane, Brookland,  
Romney Marsh, Kent TN29 9QS

Felling of a Yew Tree situated within a Conservation Area, followed by the  
planting of a replacement tree