

BRABOURNE PARISH COUNCIL
Minutes of the Annual Meeting of the Parish Council
Held at 7.00pm on Monday, 17th May 2010
At Brabourne Village Hall

1. Present

Cllr Clayton (Chairman) Cllr Ede (Vice-chairman), Cllrs Mrs Bewick, Mrs Whitehead, Mrs Young, Hickmott, Spokes and Honey (borough councillor) and Mrs Wood (Clerk).
Mr R Sinden (Community Warden) was also present.
Four members of the public attended.

2. Apologies for Absence

Apologies for absence were received from Cllr Wood (borough councillor).

3. Declaration of Interest

There were no Declarations of Interest.

Cllr Clayton informed the meeting of his intention to step down from the Council, after 30 years, for personal reasons and also for the benefit of the Council. He said that it is his belief that Councils need to move on, and while the prime duty of a Parish Council is to protect the parish, change is inevitable. It must, however, be moderated, fitting in and complementing the parish, a task best undertaken by younger councillors. Cllr Clayton said that it is fortunate that the new Councillors are younger and have a long association with the village.

Cllr Clayton continued by thanking all councillors, past and present, for their willingness to participate, and paid warm tribute to Mr P Scotton, the former Clerk, for his dedication over the years. He thanked the current Clerk for her enthusiasm, efficiency and guidance.

Cllr Clayton then presented the Council with an engraved gavel, and was warmly applauded.

4. Election

Resolved:

That election of the following be Minuted.

Chairman	Cllr Ede
Vice-chairman	Cllr Hickmott
Planning Committee	Cllrs Hickmott (Chairman), Mrs Bewick and Mrs Whitehead.
Playing Field Association representative	Cllr Spokes
Village Hall representative	Cllr Ede
KALC representative	Cllr Ede
Internal Auditor	Mr J Coupe

The Chairman thanked Cllr Clayton for his remarks, and said that the decision to step down must have been difficult. He thanked Cllr Clayton for his service and urged that he keep in touch with the Council.

5. Declaration of Acceptance of Office

The Declaration of Acceptance of Office was signed by the Chairman and received by the Clerk as Proper Officer of the Council.

6. Minutes

Resolved:

That the Minutes of the Meeting of Brabourne Parish Council held on 29th March 2010 be approved and confirmed as a true record.

7. Matters Arising

- **Provision for young people** The Community Warden reported that the Youth Van's visits have been cancelled due to lack of interest. A 'Play Pack' has been circulated by the Borough Council, giving guidance for those providing play provision. The Play Area Audit is to be repeated, with Parish Council involvement, following heavy criticism of the 2009 Audit.
- **Roads and footways**
 - a) Repairs have been carried out to some potholes but this is a continuing problem throughout the parish. Councillors and the Clerk notify Kent Highways, and residents are encouraged to report problems. Contact information is given in Parish News, Roundabout and on the parish website. The dangerous nature of some of the potholes should be emphasised. The Community Warden is to assist.
 - b) The altered priority at the junction of The Street and East Brabourne is to be investigated following a complaint. The current layout complies with guidelines and it was suggested that the original priority may have been determined by sightlines.
 - c) Action with Communities in Rural Kent organized a Traffic Management Forum, attended by the Clerk. All attending parishes reported problems of speeding.
 - d) The Chairman asked if results were known for the recent speed checks in the parish. Cllr Spokes felt that these would have been more valuable had they been carried out during peak times.
 - e) In answer to a question from Cllr Clayton, it is not known when the red topping and 'Slow' markings are to be installed on the road at Brabourne School, but is likely to be during the summer holidays.
 - f) Cllr Spokes raised the question of the speed limit in The Street. Jacobs (contractors for KCC) will carry out a speed limit review in rural areas in the summer, and Parish Councils will be involved.
- **Church Road footpath** In hand with KCC.
- **Paper recycling** This has been promoted in Parish News, Roundabout, on the parish website and in The Village Directory. The latter is to recycle surplus copies via the Scouts and Guides. Cllr Hickmott reported that flyers have been delivered to every household by the Guides.
- **Memorial to Councillor Moreton** An acting Headteacher has taken over at Brabourne School. The Clerk is to bring the prize to his attention. Cllr Mrs Young stated that there were good reports of the new Head and that the winner could be chosen with input from other members of staff. The Clerk has written to Mrs Moreton describing the Memorial, and her reply thanking the Council was read by the Chairman. The Prize evening is on or around 20th July and the Chairman suggested that Cllr Clayton be invited to present the award.

8. Report from Community Warden

The Community Warden stated that he had not been able to carry out the canvas of young people, because of the lack of participation in the Youth Van. He felt that numbers in the relevant age group have declined, but that he would try again when the younger children are older.

He is attending the Baptist Church Coffee Mornings on the first Wednesday of each month.

The Warden advised that his area is likely to expand to include Sellindge: the Community Warden Scheme covers ⅓ of Kent and it is hoped to extend this, but because of budget constraints Wardens will have to be responsible for additional parishes. Cllr Clayton was advised that visits to Sellindge will be on an ad hoc basis.

There have been no more reported problems regarding bonfires.

The Warden is hoping to attend the Village Fete and is trying to source cones. Cllr Clayton stated that 'No Waiting' signs are also needed, to prevent parking in Church Road. A higher attendance is likely this year because of the Group Cubs Tug-of-War competition. Cllr Spokes said that the visible presence of the Warden and the use of cones will help. The Warden is to ask that the matter be raised at the Community Safety Unit meeting on 18th May. Cllr Clayton said that the cones need to be in place by midday.

The Chairman invited Cllr Honey to make a report.

Cllr Honey informed the Council of changes arising from the Borough Council meeting on 13th May. The new leader is Cllr Bartlett, Cllr Peter Wood is the Deputy and Cllr Honey is now on the Executive and holds the Portfolio for Development Management. He stated that his main objective is to bridge the gap between the Planning Officers, and elected Councillors and Committees and will welcome feedback. Cllr Honey advised that he will look at certain applications depending on the circumstances, and will also refer applications to the Planning Committee - previously this was only at the request of the ward member. He will also comment on draft submissions before they go to the Committee, and is an ex officio member of the Committee.

Cllr Honey stated that he intends to spend ½ day each week at Civic Centre.

Cllr Clayton wished it placed on record that Cllr Honey had been the most effective borough councillor with whom he had dealings during his time on the Parish Council. Cllr Honey thanked Cllr Clayton for his kind remarks and paid compliment to Cllr Clayton.

Cllr Honey advised that an expansion of the blue box scheme may be a possibility. He has also spoken to the new Portfolio holder for Environmental Services, Cllr G Clarkson.

9. Financial Report

The Clerk presented the Statement of Accounts for the year and the Annual Return.

Resolved:

That the Statement of Accounts be approved.

Resolved:

That the Annual Return be approved.

Resolved:

That the following payments be agreed in accordance with the Budget.

Payments	£
Mrs B Rich (salary)	156.60
Westwell Parish Council (reimbursement for Clerk's copy of Standing Orders for Local Councils)	7.96
S Wood (ink)	7.96
KALC (Standing Orders for Local Councils)	25.00
Allianz (insurance renewal)	462.60

Receipts	£
Lloyds TSB interest	0.41
Precept and Concurrent Functions Grant	4625.00
Precept and Concurrent Functions Grant (additional payment)	981.34

Balance: £ 10716.80

To consider a donation to the Kent Agricultural Society.

Resolved:

That this request be refused.

10. To Receive the Report of the Planning Committee.

Cllr Hickmott presented the report from the Planning Committee.

8 planning applications had been received: 4 were supported by the Parish Council; objections made to 2; comments were submitted on 1; and no comments submitted on 1 application. Certificates of Lawful Development were issued by the borough council on 2 further proposals but it was noted that these are not circulated to Parish Councils for comment, on the basis that these are proposals under Permitted Development Rights and are either lawful, or not – consultation is, therefore, not undertaken.

11. Report from KALC Representative

No representative was able to attend the last meeting. The Minutes have been circulated to councillors.

12. Report from the Tree Warden

Cllr Mrs Whitehead had nothing to report.

13. Any Other Business

- Cllr Spokes thanked all who had supported the village walk in April. About 200 people took part and £2200 raised for the Melanoma Research Association. It is hoped to make this an annual event to raise money for village projects, with the Football Club being responsible for organisation.
- Cllr Hickmott reported that the grass verges on the path running between Prospect Way and Canterbury Road have not been cut – this is to be passed to Landscape Services.
- Cllr Clayton reported that a response rate of 26% was achieved by the Older Persons Housing Survey. Results had been circulated by the Clerk.
- The Chairman noted that the money from the Citizenship Award had been donated to local charities by the winner, Mr 'Jock' Anderson.

- The Chairman stated that with Cllr Clayton's retirement, a vacancy would arise on the Parish Council. The Clerk explained that the procedure for a replacement would be overseen by the Borough Council. Notices will be advertised for a set period, after which the vacancy will be filled through a bye-election or by co-option. If a bye-election is held the Borough Council will no longer meet the costs, but will reclaim them from the Parish Council - these are likely to be about £2000.
- It was agreed not to enter ACRK's Village of the Year competition.
- KCC will no longer circulate hard copy of planning applications – these will be available via the Planning Portal.
- The Charlton Athletic Trust has offered evening sessions in its 'positive change programme' at a cost of £100 for 2 hours.
- Orpins Stores is being nominated for ACRK's 'Retailer of the Year' – the Clerk is to fill out the entry form with the help of Miss Orgar, on 18th May.

14. Dates for future meetings

It was agreed to defer discussion to the next meeting.

The Chairman adjourned the meeting and invited members of the public present to raise any concerns they may have.

Mr Hinchliffe reported that the dead sapling on the green at The Warren has not yet been removed. Vandalism of his garden fence has been reported to the Community Warden and to the Police.

The Chairman stated that the container on the village green is being monitored, as soil compaction must be minimized to avoid damage to the trees.

At the close of the meeting the Chairman again thanked Cllr Clayton for his service to the Council and community.

15. Date and Time of Next Meeting

Monday 19th July at 7.00pm in Brabourne Village Hall.

The meeting closed at 9.03pm.