

BRABOURNE PARISH COUNCIL
Minutes of the Annual Meeting of the Parish Council
Held at 7.00pm on Monday, 13th May 2013
At Brabourne Village Hall

1. Present

Cllr Hickmott (Vice-chairman), Cllr Mrs Young, Cllrs Mayland and Spokes, and Mrs Wood (Clerk). PCSO Amy Edwards attended and three members of the public were present.

2. Apologies for Absence

Apologies for absence were received from Cllr Ede (Chairman), Cllr Mrs Beavers, Cllr Mrs Bewick (prior commitments) and from Mr Kingston (Community Warden) and Cllr Howard and Cllr Miss Martin (ward members).

In the absence of the Chairman, the Vice-chairman took the chair.

3. Declaration of Interest

There were no Declarations of Interest.

4. Election

Resolved:

That election of the following be Minuted.

Chairman	Cllr Ede
Vice-chairman	Cllr Hickmott
Planning Committee	Cllrs Hickmott (Chairman), Mrs Bewick, Mayland and Spokes
Playing Field Association representative	Cllr Spokes
Village Hall representative	Cllr Mrs Young
KALC representative	Cllr Ede
Allotment Society representative	Cllr Hickmott

5. Declaration of Acceptance of Office

Resolved:

That the Declaration of Acceptance of Office and Undertaking to Observe the Code of Conduct will be signed by Cllr Ede at the next meeting of Brabourne Parish Council.

6. General Power of Competence

Resolved:

That Brabourne Parish Council satisfies itself that it continues to meet the eligibility criteria for the Parish Councils (General Power of Competence) (Prescribed Conditions) 2012 adopted at its meeting held on 19th November 2012; such Power ceasing to have effect if the criteria cease to be met and unless a further Resolution is passed at the Annual Meeting of the Parish Council.

7. Minutes :

Resolved:

That the Minutes of the Annual Parish Meeting and the Meeting of Brabourne Parish Council held on 18th March 2013 be approved and confirmed as true records.

8. Matters Arising

8.1 Roads and footways Potholes in The Ridgeway and The Street are to be reported.

8.2 Valentine Knott Charity It is expected that the Valentine Knott Charity account will be closed shortly as the Charity is no longer active, following presentation by the three signatories of proof of ID and address. The remaining funds (£22.61) will be added to the Parish Council's other charity receipts for distribution.

9. Report from Community Warden/PCSO

No report in Mr Kingston's absence.

PCSO Edwards was welcomed to the meeting and was invited to present a report. She introduced herself; and stated that as the new officer for the area she hopes to attend as many Parish Council meetings as possible. She reported that there had been only 1 crime in the area in the new financial year; this was a theft on 13th May. Otherwise the parish is a low crime area.

10. Financial Report

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

Resolved:

That the Statement of Accounts be approved.

10.2 Resolved:

That the Annual Return be approved.

10.3 Resolved:

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

Payments	£
HMRC (PAYE Q4)	177.80
S Wood (net salary April)	284.25
S Wood (net salary May)	284.25
S Wood (photocopying, stationery)	10.80
D Ansley (salary) (21.5 hours)	133.09
KALC (annual subscription)	469.78
Zurich Municipal – insurance renewal	271.23
South East Water (allotments site)	12.20
South East Water (allotments site)	12.20
Harmer and Sons (grass cutting – The Warren)	270.00
HMRC (PAYE Q1)	133.80

Receipts	£
Lloyds TSB interest	1.92
Precept	6965.00
Concurrent Functions Grant	530.00
Council Tax Support Grant	320.00
Footpaths Association – donation returned	10.00

Balance: £ 27601.39

A contribution from the Allotment Society towards the sheds is awaited.

11. To Receive the Report of the Planning Committee.

The Chairman of the Planning Committee reported on 21 planning applications: three applications were supported; no objections raised to 11; an objection made to five; two applications have yet to be discussed by the Committee. Of the 19 applications where a submission has been made to ABC, 13 were permitted, and a decision on six is awaited. One case of non-compliance is still outstanding, but has been superseded by a retrospective planning application for the works to which the Planning Committee has objected (and is included above).

The Chairman of the Planning Committee advised that the Planning Officer had met the owner of The Five Bells, and it is expected that a revised application will be submitted, incorporating the farm shop, exterior and car park. It is understood that this will include the removal of the marquee.

The Chairman suspended the meeting to allow Mr and Mrs Taylor of Chapel Farm to answer questions on their planning application (13/00300/AS). They advised that they had held constructive pre-application discussions with the planning officer.

The meeting was reconvened.

12. Report from KALC Representative

Extensive debate on Precept setting took place at the meeting held on 20th March, with particular reference to the actions of the Finance Dept of ABC in altering Precept demands from PCs. The changes were reversed after representations, the Clerk having raised the issue with KALC. The Minutes have been circulated and the next meeting is on 22nd May.

13. Allotments project

Two Allotment Society Committee members stepped down at the AGM, and 1 new Committee member was elected. Cllr Hickmott reported that he and the Clerk attended a site meeting with Mr John Arthur (Shepherd Neame surveyor), to discuss concerns regarding the works in the pub garden. These had not been authorised by the brewery, and Mr Arthur arranged for remedial action to be undertaken. Mr Arthur offered to meet the Society to discuss the proposed security fencing; this information was passed to the Society Chairman. The shed roof was damaged during high winds, but it is unclear if it has been repaired. The PC was advised that a rota of Society members has been drawn up to maintain the boundary and grassed areas of the site. Space for additional plots is available.

14. Registration of The Warren as a village green

The Clerk advised that the Transfer of The Warren to the Parish Council has been completed, but without the expected Covenant restricting its use to recreational. It was therefore proposed that the Parish Council, as owner, registers The Warren as a village green to protect its status.

Resolved:

That the Chairman and Vice-chairman sign the application to register The Warren as a village green.

15. Open Session

No items were raised.

16. Any Other Business

16.1 Cllr Mrs Young stated that the Village fete will be held on 15th June, 2.00-5.00pm on the playing field. Representatives from National Grid will be present to discuss the continuing works to replace the overhead lines.

16.2 Cllr Spokes was congratulated on the success of the Smeeth and Brabourne Football Club Under 15s and Under 12s at the Ashford and District Cup Finals.

16.3 The Clerk advised that KCC will, in future, only cut back vegetation on 3 footpaths in the parish. These are: i) the path between Lees Road and Canterbury Road, ii) from Canterbury Road to Warren Farm, iii) between Lees Road and Bridge Road.

16.4 Correspondence: The Clerk advised that a catalogue for street furniture has been received, suggesting that purchases be made for The Warren to commemorate the 100th anniversary of the outbreak of the First World War.

17. Date and Time of Next Meeting

Monday 15th July at 7.00pm in Brabourne Village Hall.

The meeting closed at 7.50pm.
