

BRABOURNE PARISH COUNCIL
Minutes of a Meeting of the Parish Council
Held at 7.00pm on Monday 15th July 2013
At Brabourne Village Hall

1. Present

Cllr Hickmott (Vice-Chairman), Cllr Mrs Bewick, Cllrs Mayland and Spokes, and Mrs Wood (Clerk). Cllr Howard (ward member), Mr Graham Kingston (Community Warden) and two members of the public were present.

2. Apologies

Apologies were received from Cllr Mrs Young (prior commitment) and Cllr Miss Williams (ward member).

3. Declarations of Interest

Cllr Spokes re agenda item 11, planning application numbers 13/00656/AS and 13/00704/AS (OSI).

4. Election of Chairman and Vice-chairman

Resolved:

That Cllr Hickmott be elected as Chairman.

Resolved:

That election of the Vice-chairman be deferred until after the two casual vacancies are filled.

5. Declaration of Acceptance of Office

The Declaration of Acceptance of Office and Undertaking to Observe the Code of Conduct was signed by the Chairman and received by the Clerk as Proper Officer of the Council.

6. Election of a representative to the Planning Committee, KALC and Allotment Society

Resolved:

That Cllr Mrs Young be elected to the Planning Committee.

Resolved:

That Cllr Mrs Bewick be elected as the representative to the Kent Association of Local Councils.

Resolved:

That Cllr Hickmott be elected as the representative to the Allotment Society Committee.

7. Minutes

Resolved:

That the Minutes of the Meeting of the Parish Council held on 13th May 2013 be approved and confirmed as a true record.

8. Matters Arising

8.1 Roads and Footways

8.1.1 Complaints have been received that cars are being parked too close to the Prospect Way/Lees Road junction, and that they are turning in private drives; double yellow lines were requested to prevent the former. It was noted that there are no double yellow lines elsewhere in the parish and that enforcement would be difficult. Inconsiderate parking by users of Orpins Stores was regretted, and it was felt that the Planning dept of ABC should have addressed parking issues when the shop was refurbished. An item will be put in the Parish News asking that car users do not park at the junction and respect private property.

8.1.2 Potholes on Canterbury Hill have been repaired and the carriageway has been resurfaced.

8.1.3 The following will be reported to KCC Highways:

White lines need refreshing near Brabourne and Smeeth Schools, and on the A20

Lack of a Stop sign at the Church Road/Hythe Road junction

Potholes at the Church Road/Hythe Road junction, Manor Pound Lane, Scot's Lane, Knatchbull Way

Road signs in Pilgrims Way were knocked over when the hedges were cut

Road signs on Hythe Road (eastbound) are obscured by overhanging vegetation.

8.1.4 Complaints have been received that residents are driving across the green in Prospect Way so as to park on their properties. Following a site visit with the Borough Council, the green is to be fenced.

- 8.2 Registration of The Warren as a village green** The application has been submitted and acknowledged, but a decision will not be made for several months because of the number of applications. A request has been made that elm trees on The Warren be pruned; advice will be sought from the Tree Officer (ABC).
- 8.3 Valentine Knott Charity** The account will be closed after all signatories have provided proof of ID, and the remaining funds will then be transferred to the PC (£22.61).
- 8.4 Co-option to fill the casual vacancies** Four residents have come forward. A by-election has not been called, therefore those interested will be invited for interview and the vacancies filled by co-option at the September meeting.

9. Community Warden's report

Mr Kingston's is attached. He noted that PCSO Amy Edwards has stepped down, having joined Kent Police; the new PCSO is Gary Carr who covers 13 parishes but hopes to attend PC meetings where possible. Mr Kingston stated that a complaint had been sent to the Village Hall Committee regarding damage to the rainwater goods, possibly by being struck by footballs. Letters to parents had been sent and the goals repositioned so that they are no longer in line with the hall.

10. Financial Report

10.1 To agree payments in accordance with the Budget

Resolved:

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

Payments

Details	£
Mission Aviation Fellowship UK (printing – Community Led Plan and Emergency Plan) (paid from ACRK Business section prize)	42.40
S Wood (net salary June)	284.25
S Wood (net salary July)	284.25
D Ansley (salary) (27 hrs @ £6.19/hr)	167.13
Information Commissioner (DPA registration renewal)	35.00
Harmer and Sons (grass cutting – The Warren)	360.00
I Plowright (Speedwatch equipment)	500.00
S Wood (stationery/certificate frame)	25.15

Receipts

Details	£
Lloyds TSB interest	1.40
VAT refund	146.65

Balance: £ 26034.98

Allotment Society contribution to sheds due: £1335

10.2 To consider a request from Vitalise for a donation

Resolved:

That the request be refused.

10.3 To consider a contribution to the costs of the key-safe for the parish defibrillator

A defibrillator has been acquired for use by residents, and the storage cabinet has been installed in the wall of Orpins Stores; Samm Orgar was thanked for her help. The cabinet will be locked, with the key kept in the shop during opening hours, and in a keysafe out of hours – this will be secured via a combination lock. Brabourne and Smeeth Parish Councils have each been asked to contribute 50% of the costs, likely to be about £25. Cllr Howard suggested that Samm Orgar be nominated as a Responsible Person to open the cabinet out of hours, given her proximity. The Chairman noted that, in addition, 2 First Responders live nearby.

Resolved:

That Brabourne Parish Council contributes 50% of the costs of the keysafe.

11. Planning Committee report

Cllr Hickmott reported on 16 planning applications. Of those discussed at earlier meeting decisions are awaited on 7, including 1 case of non-compliance. 2 applications for Lawful Development Certificates were granted. Of the remaining applications no objections were raised to 3, 1 of which was permitted and the decision awaited on the remainder. 4 planning applications are still out for consultation.

12. Report from KALC representative

There were meetings on 22nd May and 3rd July. A Police Liaison Working Party has been set up and has distributed a questionnaire on the use of Special Constables within parishes. This was welcomed by Cllr Spokes, and although the wish is that they would be allocated to specific parishes, this is unlikely in practice. The next meeting of the Ashford Area Committee is on 22nd October.

13. Allotments project

Site meetings to discuss the proposed security fencing have been held. The ground slopes but the fencing will be installed such that the top is horizontal, being graded to account for the slope. The fencing will be green square mesh, as Shepherd Neame objected to the proposed palisade fencing. Costs will be covered by the Awards for All Grant of £8500 and an updated quote is awaited from the supplier.

The green lavatory is now functioning, the grass is being cut by a volunteer using his tractor mower, a petrol mower has been acquired for the paths and a generator has been obtained. The Society's contribution towards the individual sheds is still awaited, and it was noted that the Society is retaining the receipts from shed rentals.

Concerns had been expressed as to the type of material deposited in the pub garden to raise the level. At a site meeting with John Arthur (Shepherd Neame) it was agreed that this was unacceptable and had not been authorised by Shepherd Neame. Work was carried out to grade the material away from the allotment site boundary and the area will be grassed. A verbal assurance was given that the material contains no toxic waste. It was agreed that the Parish Council has a duty of care to allotment holders and that further written assurances from Shepherd Neame will be sought, failing which Environmental Health will be contacted.

14. Dates of future meetings

The following dates were agreed: 6th January 2014, 10th March (including the Annual Parish Meeting), 12th May (the AGM of the Parish Council), 14th July, 8th September, 10th November (Budget meeting).

The Chairman suspended the meeting for the public session.

15. Open Session

15.1 Cllr Howard reported that the new waste contract is in operation and asked to be notified of any problems, eg non-delivery of bins. If the recycling bin is full additional recyclables can be left out for collection in either the blue box or a cardboard box. The Cobbs Wood tip has reopened and although well used should not adversely impact on the borough's recycling figures (material recycled at the tip is credited to KCC). Cllr Howard advised that he will be the primary councillor for the north part of the ward, and Cllr Martin the south – the arrangements that were in place when the late Peter Wood was a ward member.

15.2 Mr Clayton asked that an item be put in Parish News reminding residents of the noise nuisance that arises from barking dogs, particularly during the summer months when windows are open.

15.3 Mr Clayton had observed a quad bike without lights or number plates being ridden on the highway, and speculated that it was the vehicle mentioned in Mr Kingston's report. It was Mr Kingston's understanding that the bike has been sold.

15.4 Mr Clayton asked for an update on the links between the PC and Brabourne School. Cllr Mayland replied that there is no longer a PC-appointed governor, but he was appointed as the LEA Governor after a selection process - the LEA Governor is not necessarily a councillor. Mr Clayton stated that the school roll was falling; Mr Mayland replied that this was due to a number of pupils being moved to private schools or to other schools attended by siblings. An Ofsted inspection is due and there is no cause for concern.

15.5 Miss Bartholomew reported that trees on the boundary of the allotments' site are encroaching, this includes a large oak on the south side. The Clerk advised that the oak is subject to a TPO by virtue of its identity and size. If the Allotment Society would like any action taken, eg on the ash trees on site, the Society should go through the PC.

16. Any Other Business

16.1 Cllr Mayland reported a good turn-out and response to the public meeting on the Community Led and Emergency Plans. The next meeting is on 18th July at which the Steering Group will be formed.

16.2 Mr John Jamieson has retired from the position as editor of Parish News: a letter of thanks for his dedication will be sent from the Parish Council.

16.3 A request has been received for a dog bin at the village hall: this will be discussed at the next meeting.

16.4 A suggestion has been put forward by Smeeth Parish Council that the 2 parishes merge, given their close links. Cllr Howard has asked the Head of Legal Services for the procedure for such a process. It was noted that this request has been made previously and the PC has always decided against it.

17. Date and Time of Next Meeting

Monday, 16th September 2013 at 7.00pm, in Brabourne Village Hall,

The meeting closed at 8.40pm.

Community Warden's Report

My apologies for my absence from Parish Council meeting of late this has been due to a combination of minor illness, annual leave and training. However this does not mean I have been entirely absent for the villages. I was please to have the opportunity to address the 3 o'clock club at the Oak Room on the role of the warden service I also carried out cycle marking with the Guides and Brownies, gave a talk on safety to the Beavers and took part in the district 'Safety in action' fortnight which was attended by both primary school.

I was also pleased to be invited again to be involved with the Parishes display the Summer Fete which created a lot of interest and on a similar theme assist with the recent public meeting regarding the community lead plan and emergency plan.

There have been a few issues brought to my attention first, an off road motor cycle which drives through the village and surrounding area, with assistance I have spoken the carer of the young man and with PCSO Carr will be advising him regarding his actions.

There has also been damage caused to a sapling on the village green. I was told that it was caused by young children climbing it and it has not reoccurred however the branch is still hanging.

A complaint was received about two dogs running free causing a nuisance, these were found to belong to the landlord of the Plough who has since left so any reoccurrence is unlikely. On a similar theme two other dogs were reported to the ABC dog warden having bitten a resident and were later cornered in a chicken run in Lees Road and removed by the Dog Warden and I.

I have been e-mailed by your clerk of an incident in Sandy Place about the ongoing problem of parking and would happy to assist in any way possible.

I understand that reports have been received by Police of an assault at the Plough PH and a burglary in Lees Close where money was stolen.

I am also aware that it is being said by some residents that there is a sex offender living in the village. As you can appreciate this is a very sensitive issue and one which cannot be confirmed or denied by the Police due to Data protection but I have forwarded to them all the information I was told so if they were unaware, they are not now.

Finally there has been a particularly vindictive case of criminal damage at the Warren where a resident has had their vehicle tyres punctured and there garden destroyed with presumably weedkiller, hopefully this will be an end to the matter but I am supporting the family and has spoken to them about putting an item in the parish magazine.

Graham Kingston