

**BRABOURNE PARISH COUNCIL**  
**Minutes of a Meeting of the Parish Council**  
**Held at 7.00pm on Monday 19<sup>th</sup> March 2012**  
**At Brabourne Village Hall**

- 1. Present**

Cllr Ede (Chairman), Cllr Hickmott (Vice-Chairman), Cllrs Mrs Young and Mayland, and Mrs S Wood (Clerk). Cllr Howard (ward member) and Mr Kingston (Community Warden) attended, and ten members of the public were present.
- 2. Apologies**

Apologies for absence were received from Cllrs Mrs Beavers, Mrs Bewick and Spokes (prior commitments), and from Cllr Wickham (county councillor) and Cllr Wood (ward member).
- 3. Declaration of Interest**

Declarations of Interest were received from Cllr Mayland (Prejudicial) re planning application 11/01308/AS (agenda item 8, Planning Committee report), and Cllr Mrs Young (Personal) re public consultation on housing at Manse Field (agenda item 5.4).
- 4. Minutes**

**Resolved:**  
**That the Minutes of the Meeting of the Parish Council held on 16<sup>th</sup> January be approved and confirmed as a true record.**
- 5. Matters Arising**
  - 5.1 Roads and Footways**
    - 5.1.1** Church Road footpath. No further progress.
    - 5.1.2** Potholes. Those on The Ridgeway and Stone Hill have been repaired. Multiple potholes in Canterbury Road are to be reported to KCC Highways.
    - 5.1.3** Parked cars obstructing the highway. No more reported problems.
    - 5.1.4** Salt bin. The bin at the Manor Pound/Canterbury Road junction has been overturned. This is to be reported to KCC Highways.
    - 5.1.5** Highway Steward. A joint meeting with Smeeth Parish Council was held on 30<sup>th</sup> January.
    - 5.1.6** Speedwatch in Brabourne. Ongoing.
    - 5.1.7** Footpaths. Diversions to footpaths at Bircholt Court Farm and near Penstock Hall have been proposed by KCC
  - 5.2 Jubilee beacon** The Chairman reported that a number of beacons will be lit in the parish at private functions. The Scouts and Guides are organizing an event on the playing field: a bonfire beacon, live music and fireworks are planned, with a family picnic (given the uncertainty regarding numbers, those attending will be asked to bring their own food and drink). The celebration will be open to all and free. Cllr Howard advised that he hopes to make grants of £250 available to groups organizing such events from his Member Community Fund – the Scouts and Guides are to apply.
  - 5.3 Rural Needs Housing Survey** A desk-top survey was carried out jointly with representatives from Smeeth Parish Council and Miss O’Sullivan (Rural Housing Enabler, ACRK). Nine sites were identified, and a tenth during a tour of the parish. A report on the sites is with the Planning Dept, ABC, and the owner of one site has indicated a willingness to sell.
  - 5.4 Land at The Warren** The Parish Council’s attention was drawn to a flyer delivered to homes on 16<sup>th</sup> March, advertising a public consultation on housing at Manse Field, to be held on 21<sup>st</sup> March. It was noted that neither the PC nor ward members had been informed – this is to be raised with Housing Services. Cllr Howard stated that there is to be a series of consultations on the proposal to build a small number of affordable homes on the site. Any such scheme will require planning permission, and if the homes are built The Warren will then be handed over to the PC at a peppercorn rent. Concerns re parking can be raised during the consultation period. The Vice-chairman will attend the 21<sup>st</sup> March meeting.
  - 5.5 Code of Conduct and information leaflet for agricultural traffic** The draft Code and leaflet which were approved by Brabourne PC at the January meeting are now with Smeeth PC for comment, following which

they will be circulated to the farming community. It is proposed to publish the Code, leaflet and a map of footpaths in the Spring; they will be available from outlets in the parish, and on the parish website and noticeboards. The ongoing dialogue between the community and farmers was welcomed. It was noted that problems are still being caused by dogs not being kept under control, and failure to clear up after them: there were 700 reported cases of dog-worrying in 2011 (<http://www.farmersguardian.com/home/livestock/fg-exclusive-sheep-worrying-costs-farming-%C2%A31m-annually/45586.article>).

## 6. Community Warden's report

Mr Kingston's report is attached. He advised that he is meeting representatives of Stagecoach buses to discuss rerouting of the buses during the planned closure of Plain Road.

Mr Kingston was thanked for his report.

## 7. Financial Report

### 7.1 To agree payments in accordance with the Budget

**Resolved:**

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

#### Payments

Details	£
S Wood (salary Feb)	318.44
S Wood (salary March)	318.44
S Wood (expenses) *	143.87
K Young (salary)	52.44
Village Hall Assoc (ACRK joint membership renewal)	32.50
Village Hall Assoc (donation)	1500.00
Footpaths' Assoc (donation)	10.00
Playing Fields' Assoc (donation)	1100.00
Westwell Parish Council (SLCC conference)	20.68
Justin and Sally Ball (Allotment rental refund)	22.50
KALC (annual sub)	470.71
KCC (Landscape Services) (allotments' flailing)	168.00
ABC (dog bin)	246.00
S Wood (Wickes - allotments)	383.04
S Wood (solar light – allotments)	57.45
Waltons (sheds - allotments)	4511.97
CJK Carpentry (shed base – allotments)	1350.00
Smeeth Parish Council (allotments)	2000.00

#### Receipts

Details	£
Lloyds TSB interest	0.28
ACRK (Village of the Year)	100.00
Allotment rental payments	140.00
Smeeth Parish Council (allotments)	2000.00
VAT refund	833.94
Leader grant (allotments project)	6359.37
ABC grant (allotments project)	2000.00

Balance: £ 4198.44

Street Cleansing Grant due in March £320

Allotment Society contribution to sheds due in April £1335

Balance of Leader grant due in April £2909

## 8. Borough councillor's report

Cllr Howard reported that he chaired a meeting with the tenant of the Five Bells and residents, arising from a complaint to the Planning Dept of ABC about the marquee. An apology has been given by the Head of Planning for the letter sent by an officer in the department to the tenant, in response to the complaint. Cllr Howard advised that an application for planning permission will be submitted, and noise levels will be monitored. Cllr Mayland advised that he has recently received two verbal complaints from parishioners regarding the marquee.

The ABC Budget has been passed, and there will be no rise in council tax in 2012-2013. He noted that the budget for the next financial year is balanced, and will a surplus is expected in future years.

Ward members have each been given a grant of £2750 to fund projects in their wards, the minimum grant payable is £250. Cllr Howard stated that he will make grants to PCs or community groups towards the Jubilee celebrations, subject to the following criteria: the event must be for the community and have the support of the PC.

Cllr Howard said that a market is being brought back to the town centre, but its frequency has not yet been decided. Discussions are taking place about a reduction in parking charges, to encourage shoppers into the town centre.

Some of the public lavatories may be closed, following a review of costs; it was noted that each use of an automatic public lavatory costs ABC £6, against a charge of 20p.

The Chairman welcomed the freeze in council tax, given the current economic climate, and thanked Cllr Howard for his report and his presence at Brabourne PC meetings.

## 9. To receive the Report of the Planning Committee

The Chairman of the Planning Committee reported on six planning applications. Of these, one application was supported; no objections raised to three; refusal recommended on one, and the remaining application was supported by a majority decision. The latter application was refused by ABC, and an appeal was made to the Planning Inspectorate but dismissed. The Planning Dept of ABC permitted four applications; and decision is awaited on one application. Three cases of non-compliance remain outstanding, but a retrospective application is likely to be submitted for one.

## 10. Report from KALC Representative

The Minutes of the meeting on 8<sup>th</sup> February have been circulated. The next meeting is on 4<sup>th</sup> April and will include a presentation by Mr Steven Griffiths (Director of Service Delivery, Kent Fire and Rescue Service).

## 11. Allotments' project

**11.1 Repair of the access way to the allotments** The Chairman reported that the access way had been damaged during delivery of the sheds, and that the PC is in dispute with the company. Although delivery had been subcontracted, the supplier (Walton Garden Buildings) is responsible, having a vicarious liability.

**Resolved:**

**That a letter be sent to Walton Garden Buildings, stating that Brabourne Parish Council will commence legal proceedings against the company if restitution is not made.**

**11.2 Provision of a 'No Parking' sign for the allotments** In hand.

**11.3** The Clerk is to ascertain when the new landlord is taking over The Plough Inn, following recent altercations. A complaint was sent to Shepherd Neame, but a reply has not yet been received.

**11.4** The Chairman thanked Sue Bartholomew for advising the PC of progress on site.

**11.5** A date for installation of the communal shed base is awaited. It is hoped that the access way can be used by a dumper truck, damage to the access way notwithstanding.

**11.6** Two plot holders have relinquished their allotments; the vacant plots are to be advertised in the parish, and elsewhere in the borough if no interest is shown. Refund of rental was discussed:

**Resolved:**

**That allotment rentals may be refunded after a plot is given up during the year, if the plot is relet.**

**11.7** Ten small sheds are being provided on site, funded by grants to the PC and the Allotment Society, and erected by Society working parties. An earlier recommendation that these are leased to plot holders is to be discussed at a later PC meeting.

**11.8** Allotment holders are to be asked not to park in front of the access gate while the access way is closed; the new landlord is to be asked if parking is allowed for unloading.

**11.9** Cllr Howard stated that the Allotment Society could apply for a grant to the ABC Community Grant scheme, but the PC's support would be required. The Chairman suggested that Wyevale and Thanet Tools be approached.

**12. Playing field improvements**

The Chairman reported that he had attended a meeting of the Playing Field Association in February. Reserves are to be used to replace equipment, and it is hoped to increase use of the playing field, eg by encouraging young football teams.

The provision of outdoor gym equipment has been suggested, but Cllr Howard noted that the support of the community must be sought.

**13. Emergency Plan and Community Led Plan**

The Clerk reported that a joint public meeting with Smeeth PC is to be held on 30<sup>th</sup> April to gauge public interest, with guest speakers from ACRK and KCC. Cllr Howard noted that a parish Emergency Plan would complement the borough plan.

Cllr Mayland stated that the Community Led Plan is a business plan for the parish, bringing together different members of the community to draw up the plan. Furthermore, the PC can facilitate and support the process, but not lead it due to a potential conflict of interest.

Cllr Hinchliffe (Smeeth PC) is to chair the meeting.

**14. Gypsy and Traveller Sites**

Cllr Howard advised that there is to be a public consultation on sites, but there are no plans for sites in the parish.

**15. Open Session**

The Parish Council was advised that the number 10 bus will run a half hourly service from 1<sup>st</sup> April, this was welcomed.

**16. Any other business**

**16.1** Cllr Mayland asked when Canterbury Road is to be closed for cabling works, and recommended that there be suitable signage at the Woolpack junction informing traffic of the closure - the Clerk is to pursue.

**16.2** Cllr Howard reported that planning is to be devolved but decisions will be made by ward members working with clusters of parishes.

**16.3** Cllr Howard advised that the Handyman scheme is to be extended, possibly in 2013, to parishes who wish to participate. PCs will be given a grant from ABC to employ a local handyman to carry out local repairs, clean street signs, etc.

**16.4** Several stiles in need of repair have been reported, the damage being due to vandalism.

**17. Resolution to exclude the public**

It was proposed that, under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, because of the confidential nature of the business to be dealt with, the Public and Press leave the meeting during discussion of item 18, namely discussion of the Clerk's Spinal Column Point.

**Resolved:**

**Under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, because of the confidential nature of the business to be dealt with, the Public and Press leave the meeting during discussion of item 18, namely discussion of the Clerk's Spinal Column Point.**

Following the passing of the Resolution, the Chairman suspended the public part of the meeting and the members of the public present left the meeting.

**18. Review of the Clerk's Spinal Column Point**

**Resolved:**

**That the Clerk's Spinal Column Point be increased to SCP 24.**

**19. Date and Time of Next Meeting**

Monday, 21<sup>st</sup> May 2012 in Brabourne Village Hall.

The meeting closed at 9.05pm.

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**Community Warden Report**

I have been off sick from work for a couple of weeks and have only returned to work last week. Therefore I am not aware of what has been going on for a short while.

However I would report that the Post Boxes recently damaged in the area have been replaced or repaired. I understand that the power line work in Plain Road which will affect the bus route is due to go ahead on the 30<sup>th</sup> March and I am meeting with the bus company on the 20<sup>th</sup> March to go over final details.

There have been a number of thefts of fuel oil across the Ashford rural area and the police are advising all to be on the lookout.

Following a series of burglaries of dwellings the police have made a number of arrests and recovered a large quantity of stolen items.

Graham Kingston

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