

BRABOURNE PARISH COUNCIL
Minutes of a Meeting of the Parish Council
Held at 7.00pm on Monday 20th July 2015
At Brabourne Village Hall

1. Present

Cllr Hickmott (Chairman), Cllr Mrs Tanner, Cllr Mrs Young, Cllrs Joules, Mayland and Spokes, and Mrs Wood (Clerk). Cllr Howard (ward member), Mr Graham Kingston (Community Warden) and PCSO Huckstepp were present, five members of the public attended.

2. Apologies

Apologies were received from Cllr Mrs Bewick (subsequent commitment).

3. Declaration of Acceptance of Office

The Declaration of Acceptance of Office was signed by Cllr Mrs Tanner, Cllr Joules and Cllr Mayland, and received by the Clerk as Proper Officer of the Council.

4. Declarations of Interest

There were no Declarations of Interest.

5. Minutes

Resolved:

That the Minutes of the Meeting of the Parish Council held on 18th May 2015 be approved and confirmed as a true record.

6. Matters Arising

6.1 Roads and Footways

6.1.1 Smeeth crossroads. Use of the slip road as a layby following hatching of the area by white lines is being investigated by KCC Highways.

6.1.2 A No Parking sign has been installed in the layby on Hythe Road near the entrance to The Ridgeway.

6.1.3 A number of potholes have been repaired but the resurfacing work requested on Manor Pound Lane near the junction with Canterbury Road has not yet been carried out, the Clerk to follow-up.

6.1.4 The dislodged concrete slab in Bridge Road was reported to South East Water but has not yet been repositioned, the Clerk to follow-up.

6.1.5 Footpath at Manse Field: Cllr Howard reported that Giles Holloway (Ashford Borough Council) visited the site to discuss the situation with a resident who had experienced difficulties; it is hoped that the problem has been resolved. It was noted that a new dropped kerb has been put in, but this is on a parking bay and a mobility scooter may not be able to pass depending on how the cars are parked; Cllr Howard will raise this with Mr Holloway. The Chairman asked the PCSO if it is illegal to park so as to obstruct the footway; PCSO Huckstepp replied that signage is needed for enforcement. Cllr Howard agreed with the suggestion that hatching should be put in to keep the footway clear.

6.1.6 The signpost at the Weekes Lane/Pilgrims Way junction has been knocked over, this will be reported to KCC Highways.

6.1.7 Parsonage Farm: removal of the hedgerow and installation of a concrete driveway. This was reported to Planning and a planning contravention raised. The landowner has been asked to submit a planning application for the work.

6.2 Local Needs Housing (LNH) On hold pending the outcome of the Local Plan review. Cllr Howard advised that he is hoping to arrange a meeting between the Sandpit Preservation Society and Giles Holloway, with a possible view to the Society's involvement in provision of LNH at Calland.

6.3 Community Led Plan (CLP) and Emergency Plan The Chairman reported that the Emergency Plan is nearing completion. Cllr Mrs Young reported that the CLP Action groups are active and will be applying for funding. Cllr Howard advised that the submission by the CLP to the Community Governance Review that the two parishes be merged is unlikely to be agreed. He further noted that the proposals re

boundary changes submitted by Brabourne Parish Council are unlikely to be accepted: Brabourne House will remain in Hastingleigh because the boundary is usually a defined feature, in this case a road; the Monks Horton proposal would have to be taken at a higher level because the properties would then be in a different district.

- 6.4 Prescription delivery service** Cllr Mrs Tanner reported that the service will be available to patients who cannot collect their prescription from Sellindge Surgery; these patients will be given the volunteer drivers' telephone numbers and it would be up to the patients to contact the volunteers. Cllr Mrs Tanner advised that she is undergoing a DBS check (using the Scotland Barring Service, the English service not being open to self-referred volunteers), and the cost will be borne by Smeeth Parish Council.

7. Reports from Community Warden and PCSO

PCSO Huckstepp's report is attached. PCSO Huckstepp advised that he is being moved to another area and PCSO Bradley Hobbs will be the PCSO for Brabourne and Smeeth.

Mr Kingston reported that the Wardens have been giving the annual 'Safety in Action' presentations to year 6 pupils. The Wardens assisted in Operation Stack. A number of concerns, eg the youth shelter on the village green, have been raised with Mr Kingston.

14. Parking problems at Brabourne School

Brought forward with the Chairman's permission.

The Clerk reported that a resident is seeking the Parish Council's help in addressing problems regarding parking at the school. The resident lives near the school and the driveway is frequently blocked by parents/carers dropping-off or picking-up children from the school; this does not cause too many problems because of the short duration. However, there have been instances of cars being parked across the drive during a school event for a number of hours; furthermore cars parking along Canterbury Road in the vicinity of the school reduce its width to that of a single-track highway and this might impede emergency vehicles. Cllr Mayland stated that the school is aware of the problem and has repeatedly asked parents to park considerately. PCSO Huckstepp advised the resident to call 101 if the driveway is obstructed; it was also suggested that signs, eg 'No Parking – driveway in constant use' be put up or the driveway entrance coned off to deter parking.

8. Financial Report

8.1 To agree payments in accordance with the Budget

Resolved:

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

Payments

Details	£
S Wood (gross salary June)	500.28
S Wood (gross salary July)	500.28
D Ansley (salary) (21 hrs @ £6.50hr)	136.50
ICO (DPA renewal)	35.00
Brabourne Baptist Church (hall hire)	6.50
Harmer and Sons (grounds maintenance)	519.00
M Hickmott (travel expenses)	38.25
Village Hall Association (donation)	500.00
S Wood (stationery and certificate frame)	18.65

Receipts

Details	£
Lloyds Bank interest	1.21
HMRC – VAT refund	197.66
Allotment rentals	56.67

Balance £ 25032.62 (cheque and deposit account)
 £ 668.00 (No. 2 account for CLP and EP group)

8.2 To consider a donation to the Chernobyl Children's Life Line

Resolved:

That the request for a donation be refused.

8.3 To consider a donation to ACRK for the Rural Retailer Competition##

Resolved:

That the request for a donation be refused.

9. Planning Committee report

Planning applications received

The Chairman reported that the application for a first floor, rear extension at Sirocco, Canterbury Road, has been withdrawn.

The Planning Committee recommended that no objection be made to the following planning applications:
St Cyriac, The Street Erection of a three bay oak framed garage with room over
Little Foord, Bulltown Lane Alterations to existing barn to provide additional residential accommodation, including glazed link extension to existing house

Resolved:

That the Parish Council accepts the recommendations of the Planning Committee.

The meeting was suspended to allow the agent for the applicant, Little Foord, Bulltown Lane to address the Parish Council.

The Parish Council was thanked for its support for the application. No feedback has yet been received from the Planning Officer but the agent asked that the decision on the application is not delegated to the Planning Officer. Cllr Howard stated that he is supportive of the application and will request that it be determined by the Planning Committee if the Officer is minded to refuse.

The agent noted that the Parish Council has 'no objection' to the application and asked that Council reconsider and supports the application, which it was felt would carry more weight with the Officer.

The meeting was reconvened.

Cllr Spokes proposed that the Parish Council supports the application.

Resolved:

That the Parish Council supports the application.

Cllr Mayland reported that the Planning Officer has undertaken to update him with regard to enforcement at The Alders, Weekes Lane. Cllr Howard stated that there is now a Cabinet Member for Planning Enforcement, and this case has been raised with the Cabinet member.

10. Report from KALC representative

The Committee met on 3rd June and discussed the Local Warden Support Officer scheme and the Borough Council Community Governance Review. The next meeting is on 29th July.

11. Allotments project

Two more plots have been taken, some plots are still available. The Allotment Society is hoping to put in a raised bed for People with Restricted Mobility.

12. Village green at The Warren

12.1 Improvements The Chairman noted that provision of a footpath on the green had first been proposed by Mr Ian Ruck (now a team member of the CLP action group group aiming to address the lack of pavements). It was suggested that this be passed to the CLP for action, because the CLP will be able to access funding not available to the Parish Council; the design and materials must be approved by the Parish Council as owner of the green. It was noted that the footpath would be a tangible benefit of the CLP.

The Chairman reported that Nikki Allen (team member, Facilities for the Young) has circulated a report in which she hoped to allay concerns expressed by residents with regard to possible problems of noise, littering and substance abuse arising from a youth shelter. The report is based on research by Hampshire Police.

The CLP action group is conducting a survey to assess if there is a need for a shelter, questionnaires are available in the shop and on Facebook; the primary schools are not included in the survey because pupils are not in the target age group. Cllr Mayland suggested that the shelter be referred to as a village shelter. It was suggested that if the beech tree on the green is felled, that the stump be turned into a bench. Cllr Howard reported that Aldington is looking into providing a skate park, this may be of interest to the Facilities for the Young group.

12.2 Joint Management Committee with Smeeth Parish Council The Clerk reported that at the meeting of Smeeth Parish Council it was acknowledged that the village green is an asset owned and maintained by Brabourne but is enjoyed by Smeeth residents, at no cost to them. Smeeth Parish Council would consider making a financial contribution to maintenance costs but would then wish to be included in decision-making regarding the green; the establishment of a joint management committee was also put forward. Cllr Spokes noted that if the asset were to be shared this may be taken as tacit agreement of a merger between the two parishes. It was agreed that management of the green would remain solely with Brabourne Parish Council.

13. Village caretaker scheme

13.1 Maintenance of playing field equipment and fences The Clerk reported that the Playing Field Association has asked if the village caretaker would take over maintenance of the equipment and fences. It was noted that the playing field is owned by Brabourne Estates and managed by the Association, the latter also owns all of the equipment. Cllr Spokes stated that new Association Terms of Reference are being drawn up with possible involvement of the Parish Councils, Scouts and Guides and the schools. It was agreed that a decision on the PFA's request cannot be made until after implementation of the scheme. The Clerk advised that the caretaker must not undertake private work, but it was noted that any assistance given to the PFA would be under contract.

The decision as to whether to participate in the scheme will be made at the September meeting.

The suggested task list was agreed in principle; the time spent in each parish in the cluster will be determined by the jobs' list and not population size.

15. Correspondence

Wye Neighbourhood Plan: this is out for consultation. It was noted that this will not impact on Brabourne, with the exception of the free school. Cllr Mrs Tanner stated that few properties in the parish are in the catchment area, this is contrary to intimations given when the school was first proposed. Cllr Mrs Tanner criticised the increase in the cost of the Freedom Pass, together with a reduction in the number of stops. Cllr Howard replied that the cost is determined by KCC and that the stops are a matter for Stagecoach, he suggested that the driver be asked to stop.

16. Open Session

The meeting was suspended to allow members of the public present to raise matters of concern with the Council.

Two possible planning breaches were reported:

The Meadows, Scots Lane: temporary removal of hedge, building in the garden and enclosure of the verge by stakes.

Land at Canterbury Road: planning permission was given for the erection of stabling, however these have been put on 1m high concrete rafts, leading to water run-off on to the road.

Both cases will be reported to the Planning Dept and KCC Highways for investigation.

A complaint was made of a high-pitched whine emanating from a property in Bridge Road, the source is unknown. Mr Kingston will be asked to investigate.

The meeting was reconvened.

17. Any Other Business

17.1 Cllr Spokes cited incidents of tractor drivers using their mobile phones when driving, he noted that this is not only dangerous but reflects badly on the agricultural community. Cllr Joules stated that PHR Farms has a zero tolerance policy of this behaviour.

17.2 Cllr Spokes reported that additional funding for the playing field has been promised; the works are planned to begin in September.

17.3 Cllr Hinchliffe (Smeeth Parish Council) attended Flood Warden training and has asked if there is a need for a Flood Warden in the two parishes. It was agreed that the need would be met by the Emergency Plan.

18. Date and Time of Next Meeting

Monday, 21st September 2015 at 7.00pm in Brabourne Village Hall.

The meeting closed at 8.35pm.

PCSO's Report

This is the police report for Brabourne Parish Council's July meeting.

There has been no reported crime in the last months.

In some of the neighbouring villages there have been a few reports in relation to break-ins to sheds and outbuildings. High value gardening equipment such as chainsaws and hedge trimmers seems to be targeted as well as power tools. We often see a rise in these types of crimes at this time of the year. You can guard against these types of crimes by taken measure to secure any outbuildings, whether that's with a shed alarm or by marking any valuable property that you keep in your outbuildings

We have also seen thefts of trailers in nearby villages. There seem to be a number of trailers that have been taken in nearby villages, these include livestock trailers. They are been taken from farmyards and stables. If anybody has any trailers then I would advise people to make sure they keep a record of any serial numbers for trailers and to try to make it as difficult as possible for criminals to gain access to them.

If anyone would like some further security advice I will happily help, please drop me an email and I can come visit you or give you some advice over the phone.

All in all it has been a very good couple of months in the village with very little for me to report.

If anyone would like some further crime prevention advice or wish to talk to me about any concerns they may have, please feel free to e-mail me and I will happily come and talk to you about crime prevention methods or any issues you may have. My e-mail address is

andrew.huckstepp@kent.pnn.police.uk

Kind regards

PCSO Andrew Huckstepp 58551