

BRABOURNE PARISH COUNCIL
Minutes of a Meeting of the Parish Council
Held at 7.00pm on Monday 21st March 2011
At Brabourne Village Hall

1. Present

Cllr Ede (Chairman), Cllr Hickmott (Vice-Chairman), Cllrs Mrs Beavers, Mrs Bewick, Mrs Young, Spokes and Mrs S Wood (Clerk). Mr R Sinden (Community Warden) and PC Laker (Neighbourhood Officer) also attended.

Sixteen members of the public were present.

2. Apologies

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

3. Declaration of Interest

No Declarations of Interest were received.

4. Minutes

Resolved:

That the Minutes of the Meeting of the Parish Council held on 17th January 2011 be approved and confirmed as a true record.

5. Report from Community Warden

Brought forward from Agenda Item 6 with the Chairman's permission.

Mr Sinden reported that he has received more complaints regarding dog fouling than any other problem; the main problem area is from Plain Road to The Warren. He has given out posters and published an article in Parish News. The Dog Wardens and Community Safety Unit have been advised. Mr Sinden has been patrolling the parish and distributing dog bags, and will produce a map showing the location of existing bins.

Speed checks have been carried out and while no tickets have yet been issued the initiative would appear to be having an effect.

Heating oil thefts have been reported in Aldington and Mersham and residents are advised to check oil levels daily.

Reports have been received of thefts of scrap metal; residents are asked to take the registration number and details of any vehicles carrying scrap metal and pass to the Community Warden (who will notify Kent Trading Standards).

Bogus 'tarmacers' are working in north Kent but it is likely that they will expand into the area.

A reminder was given of the Census on 27th March.

The Chairman thanked Mr Sinden for his work on behalf of the parish.

6. Matters Arising

• **Roads and footways**

a) Potholes in Canterbury Road have still not been repaired; white lines marking the potholes are wearing away. This will be taken up with Kent Highway Services (KHS). Potholes in The Warren, Lees Road (near the junction with Bircholt Forstal) and Canterbury Hill were reported.

b) The village sign, the theft of which was reported in January, has not yet been replaced – this will be pursued with KHS.

- c) Interviews, to gather evidence for use of the Church Road footpath over the last 20 years, are being carried out by the PROW officer of KCC.
 - d) Problems re dog fouling have been reported to the Community Warden (see his report).
 - e) KHS has advised that extra crews have been employed to repair potholes, and that repairs are being prioritized for potholes deemed safety critical.
 - f) The Traffic Management Forum (Action with Communities in Rural Kent) has circulated a survey on traffic issues in rural parishes.
- **Organisation of the Village Fete for 2011**
A joint meeting with Smeeth Parish Council was held on 29th January at which a number of volunteers came forward, including Mr Brian Sanders who was subsequently elected as Chairman of the Fete Committee. A link to the Committee will be put on the parish website. The fete will be held on 18th June and the proceeds will go to the 1st Brabourne and Smeeth Scouts and Guides. Help on the day is needed.

PC Laker having been delayed at another meeting, the Report from the Neighbourhood Officer was put back to item 12 with the Chairman's permission.

7. Financial Report

Resolved:

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

Payments

Details	£
Citizenship Award	100.00
ACRK - subscription renewal (joint with Village Hall)	32.50
S Wood (salary Oct - March)	1809.26
S Wood (expenses Oct - March)	104.20
S Wood (skip hire)	156.00
Brabourne and Smeeth Village Hall Association	1500.00
Brabourne and Smeeth Village Hall Association (contribution to kitchen refurbishment)	1500.00
Brabourne and Smeeth Playing Field Association	1100.00
Brabourne and Smeeth Footpaths' Association	10.00
KALC (annual subscription)	472.08
Mrs B Rich (salary)	160.11

Receipts

Details	£
Lloyds TSB interest	0.87
Awards for All (allotment grant)	6639.00
Allotment rental	92.66
Street Cleansing Grant	899.19

Balance: £12812.92

8. To receive the Report of the Planning Committee

The Chairman of the Planning Committee reported that 15 planning applications and 1 Certificate of Lawful Development had been received. 13 applications were supported, no objections raised to 1 application and 1 other application has yet to be considered by the Committee. An appeal to the Planning Inspectorate has been made on an application refused by the Borough Council (although supported by the Parish Council). Decisions on 10 applications are still awaited from the Borough Council. The Borough Council approved 3 applications.

9. Report from KALC Representative

The Chief Constable (Mr Ian Learmonth) attended the meeting on 2nd February, and gave a presentation of funding cuts on the Kent force. Mr Learmonth stated that he had anticipated the cuts and been working on the Force's Budget for a considerable time, therefore Kent Police was in a better position than other forces. He emphasised that cuts would fall on office rather than front line staff.

The new formula for the Concurrent Functions' Grant had been discussed with a frank exchange of views, after which it had been agreed to review the formula later in 2011.

10. Registration of Brabourne Parish Council with HMRC for PAYE

New guidance has been received from HMRC withdrawing the concession whereby Clerks could be paid gross and make tax payments outside the PAYE scheme. Parish Councils are now required to register as employers for PAYE.

An exception may only be made if a Clerk is paid below the PAYE threshold and has no other source of income.

The Clerk has sought advice from KALC, SLCC and HMRC, and determined that the Parish Council must register at the beginning of the next financial year. Payments to HMRC are to be made electronically and therefore arrangements need to be made for online banking; such payments can only be made by an authorised signatory, and monthly in order that employer's NIC contributions are not attracted.

Resolved:

That Brabourne Parish Council register as an employer.

Resolved:

That Brabourne Parish Council register for online banking.

Resolved:

That Cllr Ede be mandated to authorize online payments to HMRC and for the Clerk's salary.

11. Provision of allotments on land behind The Plough Inn

The Chairman invited Mr Peter de Lacey (Chairman, Brabourne and Smeeth Allotment Society) to give a progress report. Mr de Lacey advised that all available plots had been taken, with 2 remaining for DAA applicants, but there was space for more. He thanked the Parish Council for its support and its efforts in grant finding.

In answer to a question, Mr de Lacey was informed that work would shortly begin to lay on the water supply, pollard the tree, lay the base for the communal shed and provide the access.

The Clerk stated that grant applications have been submitted to Ashford Borough Council and to the Kent Downs and Marshes Leader Scheme. If invited to appear before ABC's Grant Panel Mr de Lacey will accompany the Clerk.

Mr Sinden issued a warning to plot holders on shed security, citing instances where sheds had been disassembled and stolen.

Mr de Lacey noted that rabbits are a major problem, although fencing the entire area was impractical and would not resolve the problem. Rabbit-proof fencing is being put in on some plots but this was not affordable by some; Shepherd Neame is to be approached for help and advice sought re eradication.

Mr de Lacey invited Parish Council representation on the Allotment Society Committee.

Resolved:

That Cllr Hickmott be the Parish Council representative to the Brabourne and Smeeth Allotment Society.

The Chairman and Vice-chairman welcomed the progress on the project and the positive feedback from the community, even those who were not plot holders, and congratulated the Society and plot holders on their achievements.

12. Report from Neighbourhood Officer

See PC Laker's written report (attached).

There have no reports of crimes in the area since preparation of the report. Human remains found in the parish, and reported in the local press, were those of a homeless individual from London. PC Laker advised that he will provide 40 cones for the Village Fete and will be in attendance; he hopes to bring a police vehicle, bicycle marking will be offered (at a cost of £3 per bicycle). Checks on speed, use of mobile phones and wearing of seat belts are being carried out on a regular basis.

The Chairman thanked PC Laker for his efforts.

PC Laker was asked what action could be taken with regard to noisy vehicles and replied that these would be investigated on provision of vehicle details.

13. Proposed purchase of land at the Warren

The Chairman and Clerk met Miss Tracey Kerly (Head of Housing ABC) to discuss the proposal, but any decision has been deferred by ABC until after the elections on 5th May.

14. Recycling in Brabourne and Smeeth parishes

Blue boxes have been delivered, and information leaflets distributed regarding the continuing collection of papers by the Scouts and Guides.

Cllr Honey was thanked for his efforts in getting the scheme extended to the parish.

It would appear that not all properties in Canterbury Road, East Brabourne have received blue boxes, this is to be taken up with ABC.

15. Problems of dog fouling in the parish

See the Community Warden's report.

16. To consider commissioning a film about Brabourne Parish

The Chairman stated that he had been approached by a resident regarding the possibility of making an educational and promotional film of the parish. Further details, in particular costings, are to be sought. Cllr Mrs Beavers noted that it may be inappropriate to film children and adults should have the option to refuse to participate. Inclusion of shops would be a form of advertising and, therefore, may be asked to bear any costs.

17. Any other business

- KHS is to be asked to clean the Manse Field street sign.
- Repairs are needed on the path behind the Warren, but as its status vis-à-vis adoption is unclear it is not known who has the responsibility for these.
- Resurfacing of Church Road will not now be carried out. Patching will take place in April.
- Landscape Services are to be asked to remove risings when mowing the entrance to Mountbatten Way.
- Cllr Mrs Bewick stated that tractors have been muckspreading in East Brabourne and the material has spread on to the footway. Agricultural vehicles are still causing problems with mud on the roads. PC Laker is to investigate reports of noise from the operation at antisocial hours.
- KHS is to be asked to carry out repairs on the A20 where there is a drop in levels on the highway following earlier repairs.
- An Emergency Plan for Dover was circulated. A speaker is to be invited to make a presentation to the Parish Council.
- KHS is to be asked to check that drains on the A20 have not been blocked during current footpath works.
- The Chairman is to represent the Parish Council at the St George's Day Parade.
- Correspondence:
 - 1) KCC is making grants for provision of superfast Broadband in the rural areas. Residents and businesses are asked to check their speeds and send details to the Clerk by 31st March

- 2) The Parish Council is to take up ABC's offer of a Rural Housing Needs survey (to be carried out by ACRK, Penstock Hall)
 - 3) KCC proposes to drop the licensing of A boards, subject to certain conditions.
- The Chairman noted that elections to the Borough Council and Parish Council are to take place on 5th May. Potential candidates are advised to contact the Clerk.

18. Resolution to exclude the public

Resolved:

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 the following, namely item 19, Review of Clerk's Spinal 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.

19. Review of Clerk's Spinal Point

After debate:

Resolved:

That the Clerk's Spinal Column Point be raised to 23 with immediate effect.

20. Date and Time of Next Meeting

Monday, 16th May in Brabourne Village Hall, the Annual General Meeting of the Parish Council.

The meeting closed at 8.35pm.

KENT POLICE NEIGHBOURHOOD POLICING TEAM

The following report relates to the period of the 12th January 2011 to 2nd March 2011 and covers all crime and relevant incidents in your area.

CRIME

BRABOURNE

There is no reported crime for the area during this time.

SMEETH

There have been a couple of incidents at the Caldecott and the offender has been charged for these offences. There has been one theft of motor vehicle and this was in Station Road. The vehicle was left in a field at the rear of the property, as it was not road worthy. It appears that the offenders have driven onto the field and taken the vehicle most likely for scrap value. Enquiries to be made at local scrap yards.

ANTI SOCIAL BEHAVIOUR

There have been a couple of reports of possible hare coursing in the area. Upon arrival the vehicle and the occupants have been located and spoken to but there has been no evidence to support a prosecution. This has allowed police to obtain intelligence in regards to possible person's involved in poaching.

There is nothing else of note to report.

I will be arranging a couple more speed checks in the area. The last couple that I have done have not produced any driver's in excess of the speed limit.

PC 11307 Darren Laker (Neighbourhood Rural Policing Officer)