

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

1. Present

Cllr Ede (Chairman), Cllr Hickmott (Vice-Chairman), Cllrs Mrs Bewick, Mayland and Spokes, and Mrs S Wood (Clerk). Cllr Howard (ward member), Mr Kingston (Community Warden) and Mrs Bugden (Action with Communities in Rural Kent [ACRK]) attended, and six members of the public were present.

2. Apologies

Apologies for absence were received from Cllrs Mrs Beavers and Mrs Young (prior commitments).

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 19th September 2011 be approved and confirmed as a true record.

5. Community Warden's report

Brought forward from item 7 with the Chairman's permission.

Mr Kingston thanked residents for their welcome.

He advised that Halloween was well observed by a number of young people in the village, with no incidents of mischief reported.

A number of residents passed information about door-to-door sellers to Mr Kingston, following his request in Parish News. He was able to obtain the names and addresses of the sellers, who then left the area. The information was passed to Trading Standards.

There will be some disruption to local bus services when Plain Road is closed for electricity cabling work, and Mr Kingston is meeting Stagecoach representatives on 23rd November to discuss this.

Mr Kingston advised that he is in contact with Funding Buddies from ACRK regarding a possible youth project to be run by Brabourne Baptist Church and Hang 10 (the street pastors' charity). A meeting to discuss this has been arranged for 28th November, and he will attend with Rev Simpson (Brabourne Baptist Church), Mr Pelham (Ashford Baptist Church and ABC), and the chairmen of Smeeth and Brabourne Parish Councils.

A number of metal thefts have been reported in the area.

Mr Kingston was thanked for his report.

6. Presentation on Parish Plans

The Chairman welcomed Mrs Bugden of ACRK.

Mrs Bugden stated that she had made a similar presentation to Smeeth Parish Council at its last meeting.

Mrs Bugden noted that Parish Plans began about 40 years ago and are now more commonly known as Community Led Plans. They are plans developed by and for the community.

They comprise 3 key components:

- A stock-take of the parish – what is already in place
- A vision for the future – what should be kept or improved over the next 10 years
- An Action Plan – what/by whom/funding/timescale (generally 12-18 months).

Points to note are:

- The community decides what should be included, eg traffic, transport, access to funding
- It is not a Parish Council project
- The project is usually launched at a public event

- The Plan is produced by a Steering Group, consisting of volunteers and 2 or 3 parish councillors
- Production of the Plan is a 9 step process, and a toolkit is available from ACRK
- The community is consulted on the Plan, eg by questionnaire or 3D modelling – this gives weight to decisions, funding applications, policy changes
- Funding sources closed to Parish Councils are open to community groups.

Mrs Bugden circulated copies of completed Parish Plans of varying complexity – the final layout is decided by the Steering Group. Funding may be available from the Parish Council, KCC Member Community Grant Fund, ABC Community Grant scheme. The Parish Council ‘kickstarts’ the Plan and then helps establish the Steering Group and publicise the project. She recommended asking advice from parishes that have already completed the Plan, eg Lympne. A Plan usually costs £2500 - £5000 to produce, but can vary between £400 - £10,000.

Mrs Bugden was thanked for her presentation.

7. Matters Arising

7.1 Roads and Footways

7.1.1 Church Road footpath. The Byways and Bridleways Trust has objected to the proposed 1m width of the footpath.

7.1.2 Potholes. Potholes in The Ridgeway, and Church Road will be reported to KCC.

7.1.3 Salt bin. The missing bin at the Manor Pound/Canterbury Road junction has not yet been replaced. The salt bag has been delivered.

7.1.4 Highway Steward. The offer of a parish visit will be taken up.

7.1.5 Annual Tracker Survey. To be completed by the Clerk.

7.2 Speedwatch in Brabourne. Six volunteers have been trained and sites approved by Kent Police. Volunteers will liaise with the Neighbourhood Officer on his or her appointment (see item 8).

7.3 Agricultural traffic. The meeting on 27th September was well attended and felt to be productive. An Information leaflet and Code of Conduct are being drafted.

7.4 Remedial works to the football pitch. Initial works have been costed at £750. Mr Sanders is now on the Playing Field Association committee and is responsible for fundraising. Discussion deferred to item 9.5.

7.5 Broadband coverage in the parish. Cllr Hickmott circulated results of a parish-wide survey, and was thanked by the Chairman for his efforts. Information re grants is still awaited from KCC. Brabourne School has a dedicated line - its download speed is to be checked.

7.6 Proposed purchase of The Warren. Cllr Howard advised that there are plans to put 2 affordable housing units on a space at Manse Field. The new houses will match the existing but will not be built until after public consultation; the recent survey was to provide up-to-date plans prior to this consultation. The Warren will then be leased to the Parish Council at a peppercorn rent, the length of the lease has yet to be determined. The Warren is currently part of ABC’s housing land bank, and if leased to the Parish Council housing cannot be built here. ABC is considering buying the Housing Revenue Account, which will enable it to keep all council house revenues; these can then be used to build additional housing and put in facilities such as new play areas, open to all residents. It is not clear whether the new homes on Manse Field will be council houses or affordable homes, and therefore who would be offered them. The new homes will be subject to the usual planning process. Cllr Spokes recommended that the Parish Council register The Warren as a village green.

8. Report from Neighbourhood Officer

PC Laker has been deployed elsewhere, and no replacement yet appointed. The failure of Kent Police to notify the Parish Council was regarded as a lack of courtesy.

9. Financial Report

9.1 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 Oct)	318.44
S Wood (salary Nov)	318.44

S Wood (Fordred charity payments)	168.00
K Young (salary)	11.04
Smeeth & Brabourne Football Club	300.00
St Mary PCC	500.00
se water	12.16
AJ Fortescue & Son Ltd (allotments – water runs)	942.00
Shepherd Neame	400.00
S Wood (Village of the Year certificates and frames, stationery)	19.28
Kent Police (Speedwatch equipment deposit)	250.00
Zurich (Speedwatch insurance premium)	25.00
M Hickmott (travel expenses)	18.50
S Wood (allotments – water butts)	459.00

Receipts

Details	£
Lloyds TSB interest	1.09
Allotment rental payments	7.50
Precept	5655.50
Concurrent Functions Grant	640.00
Fordred's Charity	168.00
VAT refund	1703.00

Balance: £ 8868.96

Payment of the Leader Grant of £10,000 for the allotments' project is projected for February 2012

9.2 To consider a donation to Kent BTCV Tree Warden Scheme

Resolved:

That the request be refused.

9.3 To consider addition of Speedwatch equipment to the insurance schedule

Resolved:

That Speedwatch equipment be added to the schedule when the campaign commences.

9.4 To consider an increase in the litter picking schedule

A request has been received that the footpath between Lees Road and Bridge Road be added to the schedule. Discussion was deferred until the January meeting, pending inspection of the area.

9.5 To consider the draft Budget for 2012-2013

The Clerk presented the draft Budget. Discussion was deferred until the January meeting, pending information from the Playing Field Association as to its plans for the playing field.

9.6 To discuss expenditure of the Prize from the Village of the Year competition, Economy Section

It was suggested that the £100 prize either be put towards celebrations of HM the Queen's Diamond Jubilee, or a plaque be erected outside Orpins Store showing the parish's success in the competition. These are to be discussed with ACRK, the competition organizers, who must agree the expenditure. Kent Men of Trees awarded the parish a tree, and a native tree is to be obtained.

10. To receive the Report of the Planning Committee

The Chairman of the Planning Committee reported on 15 planning applications and one Certificate of Lawful Development (CLD). Of these, seven applications were supported; no objections raised to six; refusal recommended on one, and the remaining application is still being considered by the Committee. The Planning Dept of ABC refused one application; permitted eight; one was withdrawn by the applicants; no objection raised to two; Listed building Consent was not required for one application; the CLD was deemed unlawful – planning permission was required; decisions are awaited on the remainder. Three cases of non-compliance were reported: one had been resolved and a decision awaited from ABC on the remaining two.

11. Report from KALC Representative

The Minutes of the meeting on 5th October have been circulated. The next meeting is on 30th November.

12. Report on allotments' project

Cllr Hickmott was unable to attend the Allotment Society meeting held on 17th November.

The 'green' lavatory has been ordered. The access, hardstanding and additional water runs have been installed. The water butts will be delivered on 25th November. A site meeting with the Leader Grant scheme administrators will be held on 24th November.

The Clerk advised that the Parish Council is unlikely to be able to obtain further funds as funding sources for PCs are limited. Details of possible funders have been passed to the Allotment Society.

Quotes are being sought by the PC and the Society for the communal shed and base. Advice will be sought from the Planning Dept, ABC, as to the maximum size permitted before planning permission is required.

13. Emergency Plan for Brabourne and Smeeth parishes

Cllr Hinchliffe is working on a Plan for Smeeth, and KCC is offering support and a template.

Resolved:

That a joint Emergency Plan be produced with Smeeth Parish Council.

Cllr Mrs Beavers is to be asked if she is willing to be the Brabourne representative.

14. Parish Plan for Brabourne and Smeeth parishes

The Chairman welcomed the project but recommended that public money should not be used for this purpose.

Resolved:

That a joint Parish Plan be produced with Smeeth Parish Council.

Cllr Mayland is to be the representative for Brabourne Parish Council.

15. Diamond Jubilee Beacon

The Playing Field Association is considering having a beacon on the playing field, although this may be not be practical because of the Fete, which is to be held two weeks later. It was felt that any Jubilee celebrations would not detract from the Fete as the Jubilee will be a local event, and the Fete attracts visitors from other parishes.

Local farmers are to be approached as to their willingness to have a Jubilee beacon.

16. Open Session

Cllr Howard was invited to make a report.

- The Olympic torch relay will pass through Ashford on 18th and 19th July, en route from Hastings to Maidstone. It will be carried by runner and car.
- The 'Ashford Big Weekend Out' in the Spring/Summer of 2012 will allow entry to sports facilities for £1 per head.
- Hang 10: a new youth centre has been opened in the reception area of the Stour Centre.
- Ashford 20/30: the Cabinet's views on the future. Provision of new housing will follow jobs, rather than vice versa as at present.
- The market may be brought back into the town centre, together with incentives to attract people, such as lower parking charges.
- The planning rules are being reviewed by Cllr Clarkson, and will take into account the Localism Bill. This could include devolving local planning decisions to PCs.
- Consideration is being given to introducing a Member Community Grant.
- Alternatives to Operation Stack are being put forward, following criticism of the Lorry Park by the Kent Fire and Rescue Service.
- Gypsy and Traveller sites: sites capable of holding 2-3 caravans are being sought as there are too few such sites in the borough. There are, however, no plans to locate these in Brabourne or Smeeth parishes.

Cllr Howard was thanked for his report.

17. Any other business

17.1 Cllr Hickmott requested that a 30mph interactive speed sign be installed in Canterbury Road, as per that near Smeeth School.

17.2 Cllr Mayland asked if there had been any progress on introducing a 30mph speed limit in East Brabourne. The Clerk advised that ABC has proposed a 30mph speed limit in villages; Parish Councils will be consulted and also asked to delineate the village envelope. Cllr Howard will ascertain the likely timescale.

17.3 Cllr Spokes thanked the Parish Council for its continued support of the Brabourne and Smeeth Football Club: 120 children aged 6-15 meet twice weekly. Cllr Spokes is discuss the development of the playing field with Mr Sanders. The Club has been selected as one of the Sports Relief Miles (25th March 2012) and will be asking village groups for a contribution to make it an event. All money raised will go to UK and overseas charities, and to a charity of the Club's choice.

18. 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 19, namely Distribution of Fordred's Charity payments.

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 19, namely Distribution of Fordred's Charity payments.

19. Fordred's Charity

Resolved:

That Cllr Mrs Bewick distributes the payments as agreed.

20. Date and Time of Next Meeting

Monday, 16th January 2012 at 7.00pm in Brabourne Village Hall.

The meeting closed at 9.45pm.