

**BRABOURNE PARISH COUNCIL**  
**Minutes of a Meeting of the Parish Council**  
**Held at 7.00pm on Monday 16<sup>th</sup> July 2018**  
**At Brabourne Village Hall**

**1. Present**

CLLr Hickmott (Chairman), CLLr Mrs Bewick, CLLr Mrs Tanner, CLLr Mrs Young, CLLrs Mayland and Spokes, and Mrs Wood (Clerk). CLLr Howard attended and 14 members of the public attended.

**2. Apologies**

Apologies were received from CLLr Joules (prior commitment), and CLLr Miss Martin (ward member).

**3. Declarations of Interest**

There were no Declarations of Interest.

**4. Minutes****Resolved:**

**That the Minutes of the Meeting of the Parish Council held on 21<sup>st</sup> May 2018 be approved and confirmed as a true record.**

**5. Matters Arising****5.1 Roads and Footways**

**5.1.1** A20 between Bockham Lane and Tesco Crooksfoot: This will be diverted on to a new stretch of road on the northern side because of the J10A works. Overnight closures of Bad Munstereifel Avenue are also planned and a contraflow will be put in place.

**5.1.2** Footpath at East Brabourne: Signage is in place.

**5.1.3** Smeeth crossroads: Vegetation is obscuring road signs, this has been reported to KCC but no action taken as yet.

**5.2 Local Needs Housing** No update from the CLP survey, the Clerk to follow-up

**5.3 Village caretaker scheme** The caretaker's hours have been increased now that the caretaker has taken over mowing on the Warren; the summer/winter split of hours has been changed to better reflect workload; the caretaker's appraisal will be carried out in late July.

**5.4 Community Led Plan (CLP)** The basketball hoop has been installed. The Masterplan for management of the Warren has not yet been received, the Clerk to follow-up. The outdoor gym equipment is being stored in Tanner's Yard prior to installation.

**5.5 Finger post near The Five Bells** This has now fallen over and will be re-reported to Highways.

**5.6 Broken drain in Pilgrims Way** This has been repaired.

**5.7 Removal of diseased tree on the Warren** The tree sculptor has not yet responded to the Parish Council's offer of funding, the Clerk to follow-up.

**5.8 War Memorial** Sufficient funds have been raised for the project and the fallen tree removed. Work begins in late July and the refurbished Memorial will be rededicated at a service led by the Bishop of Dover on September 5<sup>th</sup> at 11.30am.

**5.9 WWI commemorations** An update is awaited; CLLr Mayland is liaising with George Jessel re the precise location.

**5.10 Telephone kiosk in East Brabourne** BT Openreach is organising the 90-day public consultation prior to its adoption by the Parish Council.

**6. Financial report****6.1 To agree payments in accordance with the Budget****Resolved:**

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

Details	£
D Ansley ( 28 hrs @£7.83/hr)	219.24
S Wood	525.64
S Wood	525.64
S Wood (expenses)	7.30

R Ashman (replacement cheque)	32.00
Brabourne and Smeeth Allotment Society (repairs to communal shed roof)	1101.00
Information Commissioner	40.00
Zurich Municipal (premium for insurance of outdoor gym equipment)	72.13
Brabourne Baptist Church (hall hire)	24.00

#### Receipts

Details	£
Lloyds Bank interest	0.23
Cheque write back	32.00
HMRC (VAT refund)	2761.25
Allotment rental	30.00

Balance £ 21900.81 (cheque and deposit accounts)

#### 6.2 Costs for replacement trees in Mountbatten Way and Prospect Way

Two trees in Mountbatten Way and Prospect Way were damaged by strong winds, and the caretaker asked to remove them. Replacements will be planted in the autumn and are available from Palmstead Nurseries at a cost of £60-£70 per tree, depending on the variety. It was proposed that two cherry trees be purchased from Palmstead Nurseries, at a total cost of no more than £150.

##### Resolved:

**That two cherry trees be purchased from Palmstead Nurseries, at a total cost of no more than £150.**

#### 6.3 Request for a donation from Carers Support

It was agreed that the request be refused.

### 7. Planning Committee

#### 7.1 Planning applications

16/00303/AS Hospital Field – Planning appeal

The Chairman reported that the appeal had been withdrawn by Gladman, and thanked the community, the 'Fab Five' and the borough council for their help and support, noting that the borough council had been able to demonstrate a 5-year housing land supply in the draft Local Plan. Gladman also withdrew its appeal in Charing and application in Biddenden. Its application in Kennington is still 'live' but has yet to be determined by the Planning Committee. Cllr Howard advised that the borough council's costs for the appeal are ~£250,000 but it is not yet known if ABC will pursue Gladman for costs; if this is the case the Parish Council will review its position.

Approved by ABC:

18/00530/AS 7 Bircholt Forstal

18/00511/AS St Cyriac, The Street

18/00672/AS Lamplands, Pilgrims Way

18/00684/AS Oaktree Cottage, Manor Pound Lane

The Planning Committee had no objection to the following applications and a decision from ABC is awaited:

18/00287/AS Coombe House, East Brabourne

18/00884/AS 2 Bridge Cottage, Bridge Road

Withdrawn:

18/00599/AS & 18/0610/AS St Cyriac, The Street

#### 7.2 Proposed diversion of footpath AE249 & AE256 and proposed extinguishment of AE248 (part)

The Chairman advised that the reasons for the proposed extinguishment of AE248(part) by the applicants are unclear and the Parish Council had objected to the proposal. The Parish Council had no objections to the diversions of the other two footpaths. Cllr Howard advised that KCC has also been reviewing the Definitive Map of footpaths and has put forward a number of diversions to rationalise the network of footpaths but not the footpath in question.

### **7.3 Andrews Garage 18/00789/AS**

Replacement of light industrial units and construction of 10 new houses

The meeting was suspended to allow comments from the floor.

Comments on the application were made:

It would be out of keeping with existing properties and an over-development of the site.

50 parking spaces have been allocated for the industrial site, and with the vehicle movements from the new housing there would be a significant increase in traffic on Plain Road (>200 per day, exclusive of commercial vehicles to the industrial site).

There is no footpath on Plain Road, which in parts is of restricted width and is a bus route.

There are a number of errors in the application.

The new housing would be on the garage site and the industrial units on the piggery. There would be an access road running to the industrial site from Plain Road and passing the new housing, giving rise to safety concerns.

There may be noise and light pollution from the industrial site, which would operate from 7am-7pm Monday to Friday, and 7am-12noon on Saturdays.

The design is of poor quality and would give rise to overlooking of neighbouring properties.

The proposal is inappropriate for the outskirts of the village, and the existing properties are mainly bungalows.

The affordable housing proposed is welcomed but it should be closer to the village centre.

Cllr Howard spoke in his capacity as ward member, stating that the principle of development on the site is acceptable, but he had concerns re scale and design, citing examples of better design elsewhere, eg Wood Turners and Evegat Business Park. Cllr Howard felt that the application should be withdrawn and inaccuracies addressed, after which amended plans should be submitted.

Concerns were expressed re the road, and the need for the new units was unclear given the expansion of businesses at the Wood Turners and Evegat Business Park.

It was stated that no attempts had been made to sell the garage as a going concern.

Cllr Howard advised that a decision could only be made on the application, and not on speculation as to possible future developments. He noted that the site is not in the Local Plan, there had been no consultation with the community and officers had indicated that the application as it stood would be unlikely to succeed. Cllr Howard stated that the size of the development meant that it would be decided by Planning Committee, and 40% of the houses would have to be affordable. S106 monies would also have to be paid. In answer to a question re money for roads, Cllr Howard stated that KCC could apply for S106 money towards roads.

The Chairman stated that Brabourne Parish Council had also been involved in discussions on S106 payments arising from Hospital Field if permission were granted, which would have been put towards eg, allotments and sports facilities.

It was noted that there is currently only one industrial unit on the site, there are no rooves on the pig pens and these are under 6ft high. The drop at the edge of the site nearest Tanners Yard was also noted. Cllr Howard replied that the applicant would have to demonstrate how this would be stabilised as part of Building Control.

The meeting was reconvened.

The Chairman stated that Brabourne Parish Council is not a consultee but would comment on the application after discussion with Smeeth Parish Council. He noted that anyone could comment on an application. It was noted that this demonstrated the need for 2 Parish Councils rather than amalgamating them.

Cllr Howard advised that the consultation deadline had passed but the case officer is willing to accept late comments; the application would be unlikely to go to Planning Committee before September.

### **7.4 Stowting Paddock – use of an unauthorised entrance**

The meeting was suspended to allow comments from the floor.

William Harbottle reported that in early June a large tractor and trailer had scoured the road surface and damaged a stile – these had been reported to KCC and the PROW office.

Cllr Howard stated that there is a hole in the hedge, which is not an entrance, and is in contact with ABC's Tree Officer re reinstatement of the hedge. He suggested that wooden posts be installed to protect the verge, costs to be met from Cllr Mrs Bell's highways fund and from his ward member grant.

William Harbottle welcomed the suggestion, noting that the intention is to prevent vehicles entering the paddock. He stressed the danger to other road users when vehicles leave the site. He stated that ABC can only enforce replanting of that portion of the hedge that had been removed, this would mean that a small gap would remain. However this would not be large enough for a vehicle.

Cllr Howard stated that he would see if there is a live enforcement notice on the site, but noted the lack of resources for enforcement. Cllr Howard noted that he would contact the case officer (Rob Bewick) and suggested that William Harbottle contact Fiona Dawson (KCC) re the wooden posts.

The meeting was reconvened.

#### **8. KALC report**

The next meeting will be held on July 18<sup>th</sup>, at which Simon Cole will give an update on the Local Plan, and a representative from Southern Water will attend to discuss water and drainage issues.

#### **9. Allotments project**

The Chairman reported that Shepherd Neame had given the allotments site to the Parish Council; the Title Deeds are awaited from the Parish Council's solicitor. Shepherd Neame was thanked. The Chairman noted that the allotments project should be revenue neutral, any surplus would be available for capital expenditure, eg repairs to the shed roof, compost bins, additional sheds and laying in a new standpipe. Cllr Howard advised that allowance should also be made for depreciation; the Chairman agreed that there should be a sinking fund.

#### **10. The Plough Inn**

The Chairman reported that the Plough Inn had been sold, but plans for the site are unclear. The security fence was initially too close to the road; Cllr Howard stated that this had been referred to Planning Enforcement who had visited the site, after which the fence was pushed further back from the site boundary. The Chairman noted that the fence was for security and no demolition notice had been submitted, which would be required under new legislation for demolition of a pub. Cllr Howard advised that Planning is looking at listing the façade, but evidence is needed and encouraged residents to submit applications online for listing to Historic England with the required evidence.

The Chairman stated that the new owner of the Plough and the developer of the land behind the pub are keen to work with the Parish Council and the community. The Clerk had met the developer of the land behind the pub who had indicated that a new planning application would be submitted, for 5 bungalows.

Cllr Spokes advised that the tenants of The Woolpack would be leaving on 8<sup>th</sup> August.

#### **11. Management of development in the parishes**

Discussion was deferred pending a meeting between the Chairman and the Chairman of Smeeth Parish Council.

#### **12. The Warren: Masterplan for management of projects**

See Matters Arising.

#### **13. General Data Protection Requirement**

To comply with legislation relating to the General Data Protection Requirement, the Parish Council must adopt a number of policies. The following drafts were circulated: the Parish Council's Privacy Notice, Data Protection Policy, Subject Access Request form, Data Breach Policy, Data Breach Reporting Form, Personal Data Management Audit and Policy, and Data Retention Policy. It was proposed that they be adopted.

##### **Resolved:**

**That the Parish Council adopts the Privacy Notice, Data Protection Policy, Subject Access Request form, Data Breach Policy, Data Breach Reporting Form, Personal Data Management Audit and Policy, and Data Retention Policy.**

#### **14. Correspondence**

All correspondence has been circulated.

**15. Open Session**

No matters were raised.

**16. Any other business**

**16.1** Cllr Mrs Tanner advised it is hoped to hold a Christmas village event on The Warren. This will be discussed at the September meeting of the Parish Council.

**17. Date and time of next meeting**

Monday 17<sup>th</sup> September at 7.00pm in Brabourne Village Hall.

The meeting closed at 8.45pm.