

**BRABOURNE PARISH COUNCIL**  
**Minutes of a Meeting of the Parish Council**  
**Held at 7.00pm on Monday 17<sup>th</sup> July 2017**  
**At Brabourne Village Hall**

**1. Present**

Cllr Hickmott (Chairman) Cllr Mrs Bewick, Cllr Mrs Tanner, Cllr Mrs Young and Mrs Wood (Clerk). Mr Graham Kingston (Community Warden) was present and five members of the public attended.

**2. Apologies**

Apologies were received from Cllrs Joules, Mayland and Spokes (prior commitments), Cllr Howard (ward member) and Mr Peter Clayton.

**3. Declarations of Interest**

There were no Declarations of Interest.

**4. Election of representative to the Community Led Plan Committee**

**Resolved:**

**That Cllr Mrs Young be elected as the Parish Council representative to the Community Led Plan Committee**

**5. Minutes**

**Resolved:**

**That the Minutes of the Meeting of the Parish Council held on 15<sup>th</sup> May 2017 be approved and confirmed as a true record**

**6. Matters Arising****6.1 Roads and Footways**

**6.1.1** Smeeth crossroads. Sightlines are obscured by weeds growing on the bund at the north side of the junction; the Clerk to report to Highways.

**6.1.2** Faulty lamppost in Prospect Way. Cllr Spokes to be asked for an update.

**6.1.3** War Memorial. Mr Taylor has advised that the Memorial will not be relocated, on advice from the War Memorials Trust. Quotes are being sought for the refurbishment, including re-leading and cleaning the Memorial, clearing the surrounding area and putting in a handrail down the steps leading from the churchyard. The War Memorials Trust will contribute up to 75% of the costs, the ward member has offered a grant and the Parish Councils will be asked for a contribution. There will also be local fundraising.

**6.2 Local Needs Housing (LNH)** On hold during the Local Plan review. The Community Led Plan group (CLP) has produced a survey on housing needs, in consultation with Tessa O'Sullivan (Rural Housing Enabler, ACRK). It will be distributed to all households.

**6.3 Village caretaker scheme** Positive feedback continues to be received. Clarification will be sought from ABC and KCC re duration of funding for the scheme, which was agreed for 3 years. The Parish Councils in the scheme will be asked if they wish to continue if this funding ceases, given that it would then have to be funded entirely from the Precept.

**6.4 Outdoor gym** All households around the village green were leafleted by the CLP; the majority of responses to date have been against the proposal to site it on the green, suggesting that the playing field would be a better option.

**7. Reports from Community Warden and PCSO**

No report from the PCSO.

Mr Kingston reported a break-in in Plain Road. The Community Wardens were involved in the annual 'Safety in Action' event for year-6 pupils, including those from Brabourne School. Mr Kingston was invited to the Brabourne School summer fete, which was very well-attended. Possible vandalism to a tree on the village green was reported by a Bridge Road resident – this will be monitored. Mr Kingston noted that there have been no recent complaints regarding behaviour of young people on the green.

## 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.

Details	£
S Wood (salary April)	510.33
S Wood (salary May)	510.33
S Wood (expenses)	124.78
M Hickmott (expenses)	101.20
D Ansley	225.00
Miss Katherine Barnes (hospital field appeal)	2150.00
Miss Katherine Barnes (hospital field appeal)	150.00
Charles & Associates Consulting Engineers Ltd (hospital field appeal)	573.88
Charles & Associates Consulting Engineers Ltd (hospital field appeal)	2484.20
Harmer & Sons (grass cutting)	384.00
Information Commissioner (DPA)	35.00
Smeeth Parish Council (caretaker scheme)	4168.46
Ashford Borough Council (hospital field appeal)	1021.34

### Receipts

Details	£
Lloyds Bank interest	0.96

Balance £ 14514.04 (cheque and deposit accounts)  
 £ 334.00 (No. 2 account for CLP and EP group)

The Parish Council will begin drawing-down part of its loan from ABC, in light of expenditure on the hospital field appeal.

## 9. Planning Committee report

16/00303/AS 'Hospital Field' The offered appeal date of 7<sup>th</sup> November was refused by Brabourne Parish Council and CPRE, no new date has been offered by the Planning Inspectorate (PINS). If a later date is given, this would give the Local Plan more weight.

### Planning applications received

Approved by ABC:

17/00480/AS & 17/00481/AS Church Farmhouse, the Street  
 17/00642/AS Green Lane Cottage, Green Lane  
 17/00702/AS Waterside Farm, West Brabourne  
 17/00797/AS 1 Downside, Canterbury Road  
 17/00752/AS Beddlestone Farm, Hampton Lane (Prior Approval given)

Decision from ABC awaited:

17/00360/AS & 17/00361/AS Little Foord, Bulltown Lane

Withdrawn:

17/00435/AS Stowting Paddock

The Chairman reported that Shepherd Neame (SN) has written to the Parish Council advising that it will be submitting a planning application for 3 dwellings to the rear of The Plough, the allotments will not be affected. A site meeting will be held with SN on 20<sup>th</sup> July at 6pm, the Chairman and Clerk to attend. There are no details as to the type of dwelling; it was thought that if the proposed houses are 4-5 bedrooms, these would be unaffordable to most residents and there are sufficient houses of this size to meet current demand. It was suggested that it would be more acceptable to residents if the proposal is changed to a larger number of smaller dwellings. The Clerk advised that SN may be amenable to this proposal, a similar suggestion having been agreed in Westwell.

A noise nuisance was reported on Saturday nights at The Plough.

It was noted that previous applications for a caravan park and housing had been refused.

## **10. Village protection policy**

The Chairman advised that the Village Protection Policy (VPP) has been incorporated in the draft Local Plan, but as a diluted version. He noted that Cllr Miss Martin is asking Saxon Shore parishes to lobby for inclusion of the VPP in its entirety, which would be to the benefit of all rural parishes. Cllr Howard had suggested that if Parish Councils submit a response on the Local Plan, that this includes the comment that the VPP be included as a whole.

The Chairman noted that a leaflet and questionnaire are being delivered to households in the ward by members of DIG (Development Infrastructure Group), to raise awareness of the Local Plan consultation.

## **11. Local Plan to 2030**

**11.1 Email updates to residents** The Chairman stated that it had been suggested that residents be informed by email of any updates to the Local Plan. He felt that this would be too time-consuming for the Clerk. Cllr Mrs Young agreed, noting that the information is available from a number of sources, including the ABC website, Facebook, Parish News and Community websites. Cllr Mrs Tanner stated that a group email would have Data Protection implications. The Clerk advised that large group emails may be classified as spam by the server and therefore would be blocked. It was agreed that this would not be pursued.

## **11.2 To agree a contribution towards the costs of representation by Peter Brett Associates at the examination of the Local Plan**

The Chairman reported that Cllr Miss Martin had proposed that Saxon Shore ward be separately represented by Peter Brett Associates at the public examination by PINS, at a cost of £300-500 per parish. It was agreed that Brabourne Parish Council would not participate.

## **12. KALC report**

A presentation on the 5-year housing land supply was given at the May meeting. The next meeting is on 19<sup>th</sup> July.

KALC forwarded a request from the Kent Fire and Rescue Service (KFRS), re fire hydrants. KFRS carries out regular inspections of fire hydrants and implements necessary repairs, but has asked Parish Councils to visually inspect hydrants and notify KFRS of any problems. The village caretaker will be asked to carry out the inspections.

## **13. Allotments project**

Three ploholders have not kept their plots in good order, contrary to the conditions in their Tenancy Agreement, and will likely be given notice to quit their plots. This is in hand with the Allotment Society. If the plots are vacated, the Society will be asked to trim the plots to keep the weeds down.

## **14. Adoption of the Parish Council's Safeguarding Policy**

The Clerk advised that ABC will no longer give grants to organisations that do not have a Safeguarding Policy; a draft Policy was circulated and the Chairman read a summary of Safeguarding information received from ABC. Cllr Mrs Tanner cautioned that where the draft Policy states that young people are 'advised' who they can talk to, this should be amended to ensure that they are not led as to what to say. It was noted that a Prevent Strategy should be included. Cllr Mrs Tanner offered to be the Parish Council lead contact. The Policy will be amended and brought to the September meeting of the Parish Council.

## **15. Correspondence**

**15.1** Proposed diversion of part of public footpath AE252 at Green Lane Cottage. There were no objections.

**15.2** Overview and Scrutiny Committee, ABC. List of topics investigated by the Committee over the past year and an invitation to submit topics for investigation. Suggested topics to be sent to the Clerk.

**15.3** Smeeth Youth Group. Request to hold a fundraising barbeque on the village green at The Warren. The initiative was encouraged but further information will be requested: a risk assessment is needed; insurance liability is to be determined; will any adults be present to oversee the event; what will any money raised be used for; who will have overall responsibility; how will the event be advertised.

## **16. Open Session**

The meeting was suspended to allow residents to raise matters of concern with the Council.

No matters were raised.

The meeting was reconvened.

**17. Any other business**

**17.1** Footpaths in need of attention will be reported to the village caretaker: from Prospect Way to Canterbury Road; behind Mountbatten Way to Hospital Field.

**17.2** Wasps nest in Mountbatten Way: in hand with the Clerk.

**17.3** Parish boundary: information was sought and is available on the ABC website. [Post-meeting note: this is available at <http://newmaps.ashford.gov.uk/EXTPlanningMap/default.aspx> ]

**18. Date and time of next meeting: Monday 18<sup>th</sup> September 2017 in Brabourne Village Hall, at 7.00pm.**

The meeting closed at 8.25pm.