

**BRABOURNE PARISH COUNCIL**  
**Minutes of a Meeting of the Parish Council**  
**Held at 7.00pm on Monday 19<sup>th</sup> September 2016**  
**At Brabourne Village Hall**

**1. Present**

Cllr Hickmott (Chairman) Cllr Mrs Tanner, Cllrs Joules and Mayland, and Mrs Wood (Clerk). Mr Graham Kingston (Community Warden) was present and four members of the public attended.

**2. Apologies**

Apologies were received from Cllr Mrs Bewick (prior commitment), Cllr Mrs Young (indisposed), Cllr Spokes (prior commitment), Cllr Howard (ward member) and PCSO Hobbs.

**3. Declarations of Interest**

There were no Declarations of Interest.

**4. Minutes**

Minutes of 18<sup>th</sup> July 2016:

**Resolved:**

**That the Minutes of the Meeting of the Parish Council held on 18<sup>th</sup> July 2016 be approved and confirmed as a true record.**

Minutes of 4<sup>th</sup> August 2016:

The sentence in item 5 'that a replacement pitch be provided to the same standard of the existing before work was started to give continuity of use' should be 'that a replacement pitch be provided to the same standard of the existing before work was started on the houses to give continuity of use'.

**Resolved:**

**Subject to this amendment, that the Minutes of the meeting of the Parish Council held on 4<sup>th</sup> August 2016 be approved and confirmed as a true record.**

**5. Matters Arising**

**5.1 Roads and Footways**

**5.1.1** Smeeth crossroads. Due to weed growth, the bund will be reduced in height to improve sightlines.

**5.1.2** Bulltown Lane: Although the gulleys have been marked no repairs have been carried out, this will be followed-up.

**5.1.3** The signpost at the New Barn Hill/Pilgrims Way junction has not yet been replaced.

**5.1.4** Foliage at Smeeth crossroads which obscured warning signs has been cut back.

**5.2 Local Needs Housing (LNH)** On hold pending the publication of the Local Plan.

**5.3 Emergency Plan** The draft Emergency Plan has been completed by Colin MacPhee; data collected is being updated.

**5.4 Village caretaker scheme** The KCC contract is in hand with its Legal Dept, the promised KCC contribution of £8000 will be paid when the contract has been signed. A meeting of the management committee will be held on 12<sup>th</sup> October to discuss health and safety. A contribution towards the cost of the replacement van from all parishes in the cluster has been requested by Smeeth Parish Council, this will be discussed at the next meeting.

**5.5 Village Protection Policy** Cllr Miss Martin has discussed the Policy with the Leader. As a result of this the Policy will be incorporated into the Local Plan for the borough, with a note that if other areas wish to produce their own Village Protection Policies these will carry the same weight as the Local Plan provided they support the Core Plan policies.

**5.6 Planning Committee** Cllr Mayland noted that he had asked ABC for updates on The Alders but none had been received.

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

Mr Kingston reported that the summer had been quiet and there had been no complaints about noise. A report of a van parking close to a junction had been investigated and it was found that it was not illegally parked, when it had been parked on the pavement this was to allow access by the refuse lorry. Reports of overhanging vegetation were followed-up. Mr Kingston advised that fly-tipping in Lees Road was cleared by ABC after he had reported it to the street cleansing team. A talk had been given

to the Monday Club on scams and cold callers. A 'cowboy builder' had been reported to Trading Standards. Details of an attempted break-in were passed to Kent Police by a resident, the suspects were later arrested.

PCSO Hobbs' report had been circulated and is attached.

## 7. Financial report

### 7.1 To agree payments in accordance with the Budget

**Resolved:**

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

Payments

Details	£
Brabourne CEP School (John Moreton Memorial Prize)	50.00
Peter Brett Associates (Village Protection Policy)	450.00
S Wood (August salary)	505.28
S Wood (September salary)	505.28
D Ansley (30 hours @ £7.20)	216.00
Harmer & Sons (grounds maintenance)	641.40
PKF Littlejohn LLP (audit fee)	120.00
S Wood (expenses) *	165.93

Receipts

Details	£
Lloyds Bank interest	1.34
VAT refund	644.76

Balance £ 18689.65 (cheque and deposit account)

£ 334.00 (No. 2 account for CLP and EP group)

The Annual Return has been approved by the external auditor.

The balance of the Precept, Concurrent Functions Grant and Council Tax Support Grant will be paid at the end of September.

It is likely that Parish Councils will be capped if their Precept for a Band D household is higher than that of the lowest charging district council for 2016/17 (£75.46).

### 7.2 To consider a loan application to Ashford Borough Council

The Chairman advised that the loan is to pay for counsel's services representing the Parish Council at the planning appeal for Hospital Field and possible village green application. These could cost up to £40,000, and a loan of up to this amount has been agreed by ABC; it will be drawn down as required and repaid over a period of 3 years at Public Works Loan Board interest rates. The Precept will be increased to cover the repayment costs, which will result in an increase per household of approx £35/year for the 3-year period. The Chairman proposed that the Parish Council applies to ABC for a loan of £40,000 to be drawn down as required.

**Resolved:**

**That the Parish Council applies to ABC for a loan of £40,000 to be drawn down as required.**

### 7.3 To consider a contribution to the CLP group for its insurance cover

The Parish Council was advised that the Playing Field Association (PFA) will arrange for insurance cover and annual safety inspection of the basketball hoop; there will be no increase in insurance premium but the inspection fee will rise by £10 + VAT/year. The Parish Council was asked to meet this cost – this will be discussed at the next meeting.

### 7.4 To consider a contribution to Smeeth Parish Council towards the planning application fee for the playing field basketball hoop

The CLP group is donating a basketball hoop with associated hardstanding and protective netting to the PFA, but planning permission is required. Smeeth Parish Council will submit the application, at a cost of £97.50 (a discount of 50%). It was proposed that Brabourne Parish Council gives a contribution of £48.75 to SPC.

**Resolved:**

**That Brabourne Parish Council gives a contribution of £48.75 to Smeeth Parish Council towards the planning application fee.**

## **8. Planning Committee report**

### **Planning applications received**

The Planning Committee Chairman reported on the following applications:

16/00303/AS Land between Lees Road and Canterbury Road ('Hospital Field'). The Chairman advised that counsel has been instructed to act on BPC's behalf, separately from ABC. Planning application 15/01501/AS (the stables) has been allowed on appeal, and the village green application turned down by KCC; BPC has been advised that these decisions are incorrect in law and the Council is considering its position. BPC has been given permission by the Secretary of State to appear at the inquiry at which the Gladman application will be determined, and BPC's counsel will call witnesses and cross-examine. BPC's Statement of Case must be submitted by 4<sup>th</sup> October, with the appeal likely to be heard in February/March. The names of witnesses to be called by BPC must be submitted 3 weeks before the inquiry.

The Planning Committee had no objections to the following applications, a decision on which is awaited from ABC:

16/00567/AS Five Bells, The Street

16/00633/AS & 16/00634/AS Church Farmhouse, The Street

16/01001/AS Church Barn, The Street

16/01216/AS 1 Mountbatten Way

16/01228/AS Stowting Paddock, Scots Lane

16/01237/AS 1 Manse Field

The Chairman proposed that the comments by the Planning Committee be ratified.

### **Resolved:**

**That the comments by the Planning Committee be ratified.**

The Parish Council is not consulted on the following type of application and therefore no comments were submitted:

16/01346/AS Mill House, Mill Lane – Lawful Development Certificate

16/00022/GPDE/AS 19 The Warren - General Extension of Permitted Development Rights

16/00155/TP Church Farmhouse, The Street, East Brabourne – tree works

The following are out for consultation: 16/01374/AS & 16/01375/AS The Hall, Weekes Lane

The following has been approved by ABC: 16/00866/AS Church Farmhouse, The Street

Draft Local Plan: The Chairman advised that one site is in the draft Plan – a site for up to 30 houses on land adjacent to Peelers, Church Road, Smeeth. Four other sites have since been put forward, these are called 'Omission sites': Hospital Field, the Caldecott Foundation, Old Builders Yard (a resubmission, not having been included in the first draft), the playing field.

The meeting was suspended to allow Brian Sanders (Secretary, Playing Field Association), to address the Council.

Mr Sanders reported that the reseeded of the playing field has been completed, one remaining application of fertiliser is needed; the two shipping containers are in place in the car park and will be repainted. The PFA is considering an additional shipping container for use as a changing room.

Quotes are being sought for the erection of security fencing around the containers. The contract for grounds maintenance has been placed with Harmer & Sons. The first football match has been played on the new surface.

Mr Sanders gave details of a long-term development plan for the playing field, submitted by Strutt & Parker acting on behalf of Mersham Estates to ABC as part of the review of the Local Plan. The proposals are for an estimated 25 houses on the site, either fronting The Ridgeway or Church Road. If accepted by ABC and the development realised, it will finance the transfer of land to the PFA, leaving the Association acting with the Football Club to obtain funding for facilities to be installed on the land. Mr Sanders stated that the existing playing field is held as a Deed of Gift, if the proposal goes ahead it is unknown whether the playing field will be leased or held as a Deed of Gift.

Cllr Mayland asked if changing facilities will be provided, Mr Sanders replied that it is hoped to provide a pavilion.

Peter Clayton noted that the proposal will result in the loss of the newly-refurbished playing field and asked if the new land will be to the same standard and would the PFA have to meet the cost. He further asked if the funders of the recent works are aware of the proposal and have any concerns

been raised. Mr Sanders replied that the 4 main funders are aware and have raised no concerns; he advised that if the site is included in the Local Plan there may be no activity for a number of years, but that there had been a need to improve the playing field.

Mr Clayton suggested that the location of the houses be moved, rather than the playing field. Mr Sanders replied that ABC planners had inferred during informal discussions that The Ridgeway option is the more logical.

In answer to a question from Mr Clayton, Mr Sanders advised that the Scout hut will not be affected and will be accessed through the car park (separate from the access for housing).

Cllr Mayland asked if the PFA has considered putting a new village hall on the land, thus releasing the existing hall site for housing; Mr Sanders replied that it had not.

Cllr Joules asked if the cost of raising the standard of the new playing field to that of the existing would be met by Mersham Estates; Mr Sanders stated that Mersham Estates is giving the land, other costs will have to be met by the PFA, including preparation, levelling, drainage, provision of facilities etc.

Mr Sanders advised that the children's play area will not be moved. Further, no viability study has yet been undertaken – if the proposal is not included in the Local Plan the project falls.

Mr Clayton noted that the playing field is held as a Deed of Gift and asked if the PFA can refuse to leave the site. Mr Sanders replied that it is on a 999-year lease, but Mersham Estates can take the land back under certain circumstances.

The meeting was reconvened.

#### **9. KALC report**

The next meeting is September 21<sup>st</sup>, at which a presentation on Neighbourhood Plans will be given.

#### **10. Allotments project**

Another enquiry has been received; 35 plots are taken with some still available. Annual plot rental will be reviewed at the Budget meeting.

#### **11. Rural speed limits**

Discussion deferred in Cllr Miss Martin's absence.

#### **12. Correspondence**

**12.1** Cllr Joules tabled a letter regarding drainage problems at Parsonage Farm, this will be taken up with the Highways steward.

**12.2** Marie Curie nurses: Request for a donation. This will be discussed at the next meeting.

#### **13. Open session**

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

Mr Willis reported a number of problems, including water run-off from Bridge Road on to the village green; potholes in The Warren have not yet been repaired; inconsiderate parking by a local resident – this will be passed to the PCSO.

Mr Willis advised that the playing field was formerly known as gorse field, and had been given to the PFA on condition that it was cleared.

Mr Clayton asked if the information on the playing field is in the public domain, it having been his understanding that all the cost of the works will be borne by Mersham Estates. He noted that the playing field will be lost to the village when building starts. Cllr Mrs Tanner agreed, noting that it will take time and money to bring the new field up to the standard of the newly-refurbished field. The Chairman stated that it had been indicated that the new pitch will be provided before work starts, Mr Clayton urged that the PFA presses for this. Cllr Mayland stated that a like-for-like replacement is needed.

Mr Clayton congratulated the Fete Committee on the success of the Summer Fete and hoped that it would organise future fetes. The Parish Council offered its thanks to the Committee for its efforts. [Post-meeting note: The Fete Committee donated £700 from fete proceeds to the CLP for the basketball hoop.]

Mr Willis reported a rotten wooden post in the children's play area, this will be reported to the PFA.

The meeting was reconvened.

**14. Any other business**

**14.1** Direction markers from recent cycle races have not yet been removed.

**14.2** Smeeth PC will represent the parishes at the Remembrance Day service.

**14.3** Councillors are asked to bring names to the November meeting for the Fordred Charity.

**15. Date and time of next meeting: Monday 21<sup>st</sup> November 2016 at 7.00pm in Brabourne Village Hall.**

The meeting closed at 8.40pm.

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**Brabourne Parish Council**  
**PCSO Report**

To get up to date crime figures for parish council meetings please refer to the Kent police website. To the left of the site is YOUR AREA where the post code can be entered. These will give you the stats needed. Any questions please drop me a line

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