

**BRABOURNE PARISH COUNCIL**  
**Minutes of a Meeting of the Parish Council**  
**Held at 7.30pm on Monday 21<sup>st</sup> March 2016**  
**At Brabourne Village Hall**

**1. Present**

Cllr Mrs Tanner, Cllr Mrs Young, Cllrs Joules, Spokes and Mayland, and Mrs Wood (Clerk). Mr Paul Rodway, village caretaker, was present and seven members of the public attended.

**2. Apologies**

Apologies were received from Cllr Hickmott (Chairman) (prior commitment), Cllr Mrs Bewick (indisposed), Cllr Miss Martin and Cllr Howard (ward members), Mr Graham Kingston (Community Warden) and PCSO Hobbs.

In the absence of the Chairman Cllr Mayland assumed the Chair.

**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 18<sup>th</sup> January 2016 be approved and confirmed as a true record.**

**5. Matters Arising**

**5.1 Roads and Footways**

**5.1.1** Smeeth crossroads. KCC Highways are reviewing the junction, with particular reference to the hatching in the layby on the southern side of the A20. No update has been received.

**5.1.2** The white lines have been refreshed on Manor Pound Lane near the junction with Canterbury Road.

**5.1.3** The signpost at the New Barn Hill/Pilgrims Way junction has been reported.

**5.1.4** Plumpton Road and Green Lane. Failed repairs have been reported but work not yet carried out.

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

**5.3 Community Led Plan and Emergency Plan**

**5.3.1 CLP Action 7: Merge the Parish Councils.** During the Community Governance Review the CLP group proposed that the two Parish Councils merge, however this was not one of the recommendations to come out of the review. The Borough Council would, however support a Grouping Order if this were the wish of the two Parish Councils. Under the Order the two parishes would share resources, but concerns were expressed that there would then be pressure to merge (cf Mersham and Sevington). Smeeth Parish Council has indicated support, but it was agreed that Brabourne Parish Council will not support the proposal.

**5.4 Village caretaker scheme** Mr Rodway took up his post on 14<sup>th</sup> March and was welcomed to the meeting. A list of tasks carried out by ABC and KCC in the cluster of parishes had been drawn up and these will now be undertaken by Mr Rodway. Residents noting work that is needed, eg dirty street signs, overgrown hedges on public property, should contact the Parish Clerk.

**5.5 Village Protection Policy** Data collected during the traffic surveys will be circulated by the Clerk, preparation of the report is in hand with Peter Brett Associates.

**5.6 Lees Road proposals** A public meeting was held on 16<sup>th</sup> March, the Chairman thanked Cllr Hickmott and the Clerk for their efforts and input; the meeting was well attended and well managed. A petition against the proposals is being circulated. A Statement of Community Involvement was uploaded on to the ABC website earlier in the day; residents' comments on the application are invited.

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

Mr Kingston's 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	£
Community Led Plan group	334.00
Shepherd Neame Ltd (balance of rental)	100.00
Advanced Transport Research Ltd (automatic traffic counters)	588.00
S Wood (expenses – village green application)	80.00
Playing Field Association (donation)	1750.00
Village Hall Association	1750.00
S Wood (salary)	500.28
S Wood (salary)	500.28
S Wood (expenses) *	240.98
D Ansley (27 hours @ £6.70/hr)	180.90
Citizenship award	100.00
ACRK (subscription)	50.00
Smeeth Parish Council (village caretaker contribution)	2053.00
S Wood (additional hours)	909.17

Receipts

Details	£
HMRC refund	247.77
UKPN (wayleave payment – backdated)	110.22
Lloyds Bank interest	1.22
Allotment renewals	303.00
Smeeth Parish Council (reimbursement – automatic traffic counters)	245.00

Balance £ 18652.23 (cheque and deposit account)  
 £ 334.00 (No. 2 account for CLP and EP group)

**7.2 Arrangements for external audit** The Clerk reported that after abolition of the Audit Commission, PKF Littlejohn LLP was appointed as the external auditor to 2017; from this date Councils may appoint their own external auditor, subject to stringent criteria. NALC, on behalf of DCLG, has made arrangements to appoint an external auditor for Parish Councils, with an automatic opt-in unless Councils decide to opt-out before 31<sup>st</sup> March 2016. It was agreed that the Parish Council would not opt out.

**8. Planning Committee report**  
**Planning applications received**

The Chairman reported that the following application at Missingham Farm, Pilgrims Way has been approved, notwithstanding the Parish Council's objection.

The application for the change of use of land for the keeping of horses on 'hospital field' was declared invalid after considerable pressure from the Parish Council.

A decision from the Borough Council is awaited on the applications for Hillside Limes Works, and land between 1 Lees Close and Hollybush, Lees Road. The Parish Council had no objections to either application; Hillside Lime Works will be determined by the Planning Committee.

The Parish Council objected to an application at Sunnyside, Lees Road, and a decision is awaited from the Borough Council.

Land between Lees Road and Canterbury Road ('hospital field'): request for screening opinion. The Parish Council has asked that this be undertaken, a decision is awaited from the Borough Council.

Land between Lees Road and Canterbury Road ('hospital field'): outline planning application for 125 homes including 35% affordable. The Parish Council has a mandate to object to the application and its objection comments are being prepared.

**9. KALC report**

The Committee has not met since the last Parish Council meeting, the next meeting is on 6<sup>th</sup> April. The membership survey has been returned.

**10. Allotments project**

The Clerk reported that three more plots have been taken. Given that all start-up costs have been recouped and the project is to be revenue-neutral, Colin MacPhee, Allotment Society Chairman, has asked for information as to the likely surplus this year; this would be used for capital expenditure on the allotments. The Clerk will provide the information in due course.

**11. Village green at The Warren**

**11.1** Complaints have been received that horses are being ridden on the village green. [Post-meeting note, this was raised at Smeeth Parish Council and Cllr Mrs Pereboom is to discuss this with the stables.]

**11.2** A noise nuisance has been reported following installation of the new picnic bench on the green. It was agreed that it would be moved away from the houses in Bridge Road towards the centre of the green. Cllr Mrs Young to follow-up, and was thanked for her efforts.

**12. Rural speed limits**

It was noted that this was on the agenda at the request of Cllr Miss Martin, and discussion deferred until the next meeting in her absence.

**13. Rural needs housing survey**

Advice is being sought as to whether this should be undertaken to update the previous survey.

**14. Correspondence**

All correspondence has been circulated.

**15. Open session**

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

Mr Willis raised a number of items:

Who is responsible for cutting the grass on the green near the new homes in Manse Field, he was advised that this will be taken over by the village caretaker on 1<sup>st</sup> April.

Repairs to potholes on The Warren have not yet been carried out.

Thanks were offered for the new 'No Through Road' sign at The Warren.

The refuse vehicle had been unable to drive down The Warren on a recent occasion.

Mr Clayton reported that the road sign at the bottom of Canterbury Road has been damaged, and the newly-resurfaced Manor Pound Lane is already breaking up.

Mr Clayton asked what facilities are available for use by the village caretaker; it is thought that the Community Warden has a key to Brabourne Baptist Church for these purposes.

No update has been received with regard to The Alders.

The Clerk was asked for an update on reports of removal of a hedge in Canterbury Road to allow access, who advised that this is being investigated by Planning.

The meeting was reconvened.

**16. Any other business**

No other Business was raised.

**17. Date and time of next meeting: Monday 16<sup>th</sup> May 2016 at 7.00pm in Brabourne Village Hall.**

The meeting closed at 8.35pm.

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**Brabourne Parish Council**  
**Community Warden Report**

Firstly I make my apologies for not attending the meeting personally, but I am away on leave. At the time of writing I have been told of an incident which involved criminal damage to a house and to a flat, the incidents have been reported to the police and are being investigated.

I have also received a report of concerns over mud being deposited on Canterbury Road from a new access point. I have reported this to KCC Highways requesting advice as to whether permission is required for such access and if so has any permission been given. I am awaiting a reply.

I have also reported to Street Scene ABC the two gas canisters which are on the grass by the Village Hall (they may have been moved by now).

There was a theft of vehicle parts from a van at the rear of Andrews garage and I have spoken to them and they have advised me that they are looking at their security arrangements.

Lastly I did receive a call from a resident who was unhappy with a 'Duster seller' who had been rude to her, I found him and took his details which were no doubt false, but he promptly left the village, hopefully not to return.