

**BRABOURNE PARISH COUNCIL**  
**Minutes of a Meeting of the Parish Council**  
**Held at 7.00pm on Monday 20<sup>th</sup> July 2009**  
**At Brabourne Village Hall**

**1. Present**

Cllr Clayton (Chairman), Cllrs Mrs Bewick, Mrs Whitehead, Mrs Young, Hickmott, Spokes and Mrs S Wood (Clerk). Cllr Honey (borough councillor) and Mr R Sinden (Community Warden) also attended. Three members of the public were present.

**2. Apologies**

Apologies for absence were received from Cllr Ede (Vice-Chairman, illness).

**3. Declaration of Interest**

There were no Declarations of Interest.

**4. Elections**

**Resolved:**

**That the following be elected**

**Village Hall representative: Cllr Clayton**

**Playing Field representative: Cllr Ede**

**5. To Receive the Signed Declaration of Acceptance of Office**

**The Declaration was signed by the Chairman and received by the Clerk as Proper Officer of the Council.**

**6. Minutes**

**Resolved:**

**That the Minutes of the Meeting of the Parish Council held on 18<sup>th</sup> May 2009 be approved and confirmed as a true record.**

**7. Matters Arising**

• **Skateboard Facility**

The Community Warden reported that the questionnaire was 'on hold': he is hoping to work through the Youth Community Outreach van which is in the village on Wednesday evenings.

• **Roads and footways**

a) The Clerk reported that the Community Liaison Officer for Highways is visiting each parish to look at areas that are in need of particular attention. Councillors will be notified of the date as soon as it has been arranged.

b) It was noted that recent repairs carried out in Pilgrim's Way were not satisfactory. This is to be passed to Highways.

c) The following jobs have been completed: the loose kerb outside Orpins Stores; a pothole in Lees Road near the village hall; clearance of overgrown vegetation along the footpath beside Brabourne Baptist Church.

- d) A pothole was reported at the top of Lees Road. This will be passed to Highways. Councillors noted that there were considerable delays between marking potholes for repair and the work actually being carried out. In some cases the areas had been marked twice.
- e) Cllr Wickham (KCC) will be asked if money could be allocated from funds available to county councillors towards traffic calming at Brabourne School.

- **Lees Road Footpath**

Smeeth Parish Council is progressing an application to register the footpath as a PROW.

- **Scoping Report on Environmental Assessment for Lorry Park**

The Clerk advised that a letter had been submitted endorsing comments made by Ashford Borough Council, Cllr Honey, Kent Highway services and CPRE (Kent). The Report would seem to suggest that the lorry park is bigger than originally proposed. Cllr Wood had informed the Clerk that the survey area for such assessments is larger than the proposed land take, due to the necessity to reflect reptile travel patterns, and this may explain the discrepancy. A report in the Kentish Express of 16<sup>th</sup> July stated that a legal technicality may prevent KCC from developing the park, but Cllr Plowright (Smeeth Parish Council) had advised that this may be superseded by a European Directive.

## 8. Report from Community Warden

The Warden reported that Brabourne is the quietest village. Of recent concern was the operation of suspicious traders – a tree surgeon and a scrap metal collector: the Warden advised householders to call Consumer Direct on 08454 04 05 06 if they were worried. An article giving advice on dealing with rogue traders is to be put in the parish magazine.

The Warden is hoping to team up with the Youth Community Outreach van (see Matters Arising) – this offers TV, DVD, Wii Sports, cricket, and refreshments such as tea, coffee and hot chocolate.

## 9. Financial Report

### Resolved:

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

#### Payments

Details	£
Mrs B Rich (salary)	154.71
Audit Commission (audit fee)	155.25
Information Commissioner (DPA registration)	35.00
Clerk (paper and ink cartridge)	20.00
Mrs J Cooper (Clerk's retirement party)	105.00
Action with Communities in Rural Kent (subscription)	35.00

#### Receipts

Details	£
Smeeth Parish Council (contribution to Clerk's retirement)	47.73

Balance: £7168.68

### To consider membership of Action with Communities in Rural Kent

After debate

### Resolved:

**That the Parish Council joins the organisation.**

**A request for a donation from Vitalise was received.**

**Resolved:**

**That the request be refused.**

The Clerk advised that the Annual Return had been approved by the Audit Commission.

**10. To receive the report of the Planning Committee**

Cllr Hickmott presented the report. 5 applications had been received: 1 was supported, no objections were raised to 1 application and 3 awaited comment.

4 Tree applications had been received: 2 were supported and no comments made on the remainder. Of note was the split decision by the borough council on 1 application: the application was refused but less drastic tree surgery permitted.

**11. Report from KALC Representative**

Cllr Tylden Reed has stepped down as Vice-chairman of the area committee for health reasons. The new Vice-chairman is Cllr John Rivers (Wittersham). A motion from the Ashford Area Committee putting the area's case against ePlanning will be put forward at the national conference.

The Clerk had received a request that the Council considers a small donation towards the cost of sending a representative to the conference.

**Resolved:**

**That the Council refuse the request for a donation.**

**12. Memorial to Cllr Moreton**

The suggestion had been made that the award takes the form of a prize for a senior pupil at Brabourne School, for excellence in a given area or for effort. Cllr Spokes noted that the school already presented awards for endeavour, literacy, numeracy and sporting achievements, but felt that there was room for a new award. An alternative was to rename an existing award - he would be willing to approach Mr Evans (the new Head Teacher). Cllr Mrs Bewick asked in which area Cllr Moreton had worked and was advised that he had been a senior departmental head at a major bank. Cllr Mrs Bewick suggested that the award should, therefore, be for numeracy.

The Chairman said that an award met with Mrs Moreton's approval, and that an early meeting would be arranged with Mr Evans, after which the formal proposal would be put to the Council.

**13. Report from the Tree Warden**

- Cllr Mrs Whitehead advised that she had put an article about the accidental felling of the memorial tree on the green in the parish magazine. Apologies had been received from Mr P Cook and the contractor responsible for the felling. A replacement of similar/reasonable size will be planted, probably in the autumn. Cllr Mrs Whitehead commented that opportunities had arisen at the Fete whereby she was able to explain the situation.
- An offer of free trees had been made by KCC. 40,000 are being made available, with the first 25 in each application being free. The closing date is the end of October.

**14. Parish Website**

The Clerk was asked to verify whether a photo gallery would be possible on the KCC website, and to approach Mrs V Thorpe as to her willingness to contribute items, given her role as village correspondent.

The Clerk advised that a link could be set up between the KCC and Saxonshore websites.

**Resolved:**

**That Brabourne use the KCC rather than the Saxonshore website.**

**15. Building Design Awards Scheme 2009**

The English Rural Housing Association development at Fortescue Place is to be nominated by ERHA. The Parish Council will write supporting the application.

The Chairman suspended the meeting at 8.20pm for a comfort break.

The meeting reconvened at 8.30pm.

**16. Introduction to the Power of Well Being**

A paper introducing the Power had been circulated by the Clerk prior to the meeting. The benefits accruing from the Power and the steps required to gain accreditation were debated. It was generally agreed that the Power would be a useful tool for the Council and suggested that costs of councillors' training be shared with Smeeth Parish Council, if possible.

**Resolved:**

**That the Clerk make the necessary submission to NALC to gain the Clerk's qualification in use of the Power.**

**17. Frequency of Grass Cutting**

Complaints had been received about grass cutting on the green. The Clerk was asked to contact Landscape Services re the frequency of cutting, the possibility of additional cuts and likely cost to the Council. Cllr Mrs Whitehead asked for an assurance that the area around any trees be treated with weedkiller and not strimmed.

**18. Any Other Business**

Brought forward from Item 20 with the Chairman's permission.

- Cllr Mrs Whitehead suggested that a list of trees subject to Tree Preservation Orders be published. After discussion it was felt that a more generalized article be put in the parish magazine, giving what trees qualify and the type of tree.
- Correspondence from Haskells and Co (solicitors) has been received regarding the proposed closure of the custody suite at Ashford Police Station. The Chairman stated that this was an extraordinary decision given the expansion of Ashford. Cllr Honey reported that borough councillors had also been copied and the matter had been raised with the Leader of Ashford Borough Council. The borough council was doing what it could and he felt that it would be helpful if the Parish Council write to the Chief Constable, with copies to the Leader and the county councillor. Cllr Spokes voiced concerns that there had been a gradual move of services from Ashford to Folkestone over a period of years, with the command centre now being at Folkestone and Ashford Police Station only being open during office hours. This appeared to be part of a general downscaling of police presence in favour of Folkestone which would affect the 'Neighbourhood Policing Programme'. The Clerk is to write to the Chief Constable expressing the Parish Council's concern at the devaluing of police facilities, asking what is the intention long-term, and whether this compromises the service in Ashford.
- The Clerk reported that the Tenterden and Rural Sites Development Plan Document is now out for consultation. Cllr Honey said that while not directly concerned with Brabourne, the Policies contained may be of some import.
- Kent Downs had written suggesting that the village signs be replaced with some recording that the village is in an Outstanding Area of Natural Beauty. As each such sign costs £350, this was turned down.

The Chairman suspended the meeting at 9.05pm to allow to members of the public to comment on any matters of concern.

The meeting reconvened at 9.25pm.

**19. Resolution to Exclude Members of the Public and Press**

**Resolved:**

**That under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, that because of the confidential nature of the business to be dealt with under Item 20 on the Agenda, the Public and Press leave the meeting during these items, namely consideration of the Staff Contract and of the Resolutions to be placed before the Council at its meeting on 20<sup>th</sup> July.**

Following the passing of the Resolution in Item 19 on the Agenda, the Chairman suspended the public part of the meeting to enable Item 20 to be debated. The three members of the public present then left the meeting at 9.30pm.

**20. Clerk's Contract**

After debate:

**Resolved:**

**That the Parish Council agrees acceptance of the draft of the Clerk's Contract before it.**

**Further resolved:**

**That**

- i) The Parish Council authorises the Chairman to meet with the Clerk to negotiate acceptance of the Contract.**
- ii) The Parish Council further authorises the Chairman to sign the Contract when agreement has been reached on the Contract.**
- iii) The Parish Council notes that the Contract will be complete when signed by both the Clerk and the Chairman.**

**21. Date and Time of Next Meeting**

Monday 21<sup>st</sup> September at 7.00pm in Brabourne Village Hall.

The meeting closed at 9.50pm.