

Brabourne Parish Council
Minutes of the Meeting held on Monday 27th July 2020 at 7.30pm virtually via Skype

To be actioned by

1. Present															
Cllr Hickmott (Chairman), Cllrs Atkins, Harbottle, Mrs Tanner and Spokes, and Mrs Block (Clerk). 1 member of the public was present.															
2. Apologies															
Apologies were received from Cllr Mrs Young and Cllr Howard (ward member). Cllr Howard had sent a report to the Clerk and that had been circulated to all Councillors ahead of the meeting.															
3. Declarations of Interest															
There were no declarations of interest to be made.															
4. Minutes of the Parish Council Meeting held on Monday 18th May 2020															
Resolved: That the Minutes of the Meeting of the Parish Council held on 18 th May 2020 be approved and confirmed as a true record.															
5. Matters Arising															
All matters arising from the previous minutes were deferred until the next meeting. The decision on the application for Minnis Moor was deferred until the next ABC Planning Committee Meeting															
6. Borough councillor's report															
Copy circulated ahead of the meeting.															
7. Financial Report															
<p>7.1 To agree payments in accordance with the Budget A list of cheques to be signed had been circulated and cheques will be sent round for signatures.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Information Commissioner's Office Annual payment (GDPR)</td> <td style="text-align: right;">£ 40.00</td> </tr> <tr> <td>David Ansley (Litterpicker)</td> <td style="text-align: right;">£331.36</td> </tr> <tr> <td>Village Caretaker Committee</td> <td style="text-align: right;">£3460.00</td> </tr> <tr> <td>Tracey Block (June salary)</td> <td style="text-align: right;">£399.57</td> </tr> <tr> <td>Tracey Block (July salary)</td> <td style="text-align: right;">£399.77</td> </tr> <tr> <td>HMRC</td> <td style="text-align: right;">£199.80</td> </tr> <tr> <td>Capital Cleaning Ltd (blacksacks for litterpicker)</td> <td style="text-align: right;">£ 25.78</td> </tr> </table> <p>7.2 The Parish Council has £30046.98 in the bank with one outstanding payment. A copy of the current Financial Statement is attached as an Appendix at the end of the minutes.</p> <p>7.3 To consider request for financial support from the Village Hall</p>	Information Commissioner's Office Annual payment (GDPR)	£ 40.00	David Ansley (Litterpicker)	£331.36	Village Caretaker Committee	£3460.00	Tracey Block (June salary)	£399.57	Tracey Block (July salary)	£399.77	HMRC	£199.80	Capital Cleaning Ltd (blacksacks for litterpicker)	£ 25.78	TB
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	<p>We have received a request from David Smith regarding additional capital funding for the village hall. The Clerk has already circulated his email.</p> <p>Both PCs have supported the hall with capital funding in the past - most recently for refurbishing the kitchen. David also emailed Smeeth PC and at their meeting last week it was suggested that the shortfall was equally divided between Brabourne PC, Smeeth PC and William Howard (through his Member's Grant monies) would be ideal. That would mean circa £800 each.</p> <p>MH proposes BPC agree with SPC's suggestion, William Howard has also said yes. William Howard questioned how much the Village Hall would have left available in the accounts following the renovations. There was a discussion around the Hall is currently not in use, is there a need to get it all done in one go? Would it make more sense to stagger their expenditure? These are not PC issues.</p> <p>All were in favour of providing £800 grant – MH proposed, RS seconded and the motion was carried.</p>	
8.	To agree amendments to the Risk Register following suggested amendments made at May meeting.	
	The amendments had been circulated. Amendments agreed.	
9	Planning report	
	<p>9.1 To receive the report of the Planning committee</p> <p>A copy of the Planning report had been circulated and a copy is kept on file with these minutes.</p> <p>The Parish Council decisions noted were ratified. The Clerk is to let the Council know of the next ABC Planning Committee Meeting date.</p>	TB
10	To receive updates:	
	<p>10.1 Website</p> <p>Latest news regarding the new website was circulated prior to the meeting. There is a draft site to be viewed by the Councillors.</p> <p>Looks quite modern, RS – easy to follow but not keen on the colours, suggest more rural – MH bring this up with Villy.</p> <p>David Herrick, Mike, Villy and Tracey to meet to discuss and agree content.</p> <p>10.2 eNewsletter responses</p> <p>Update sent out. Not sure how we can improve the figures. The click rate for newsflashes is better than the newsletter. Any ideas of increasing this would be appreciated.</p> <p>10.3 Newsletter competition</p> <p>There was a disappointing response, there were 16 photographs from approx. 8 people. One person who is not a subscriber submitted one. Closed last Saturday, how can we get more support. Do we send a flash message when we send out a newsletter? If more people read the newsflash, a tempting story could be put in the newsflash to provide click-bait. Suggest looking in Spam folder via Newsflash to encourage Newsletter opening.</p> <p>More subscribers encouraged and need to consider how to increase numbers.</p>	MH MH/TB

	<p>Could ask Village shop to give out a leaflet with a receipt to encourage people to subscribe.</p> <p>What is the demographic – is the whole village. It is the newsletter from the Parish Councils regardless of their age. People could put forward their ideas for content. Planning always in there – lead topic. Hatch Park and litter in the last copy. Bit of History/general interest. Do we have a comparative statistics, people are only interested in items that affect them. The majority only use these resources if they are affected by them. It is not instant and must be PC related. Maybe should put things in that we are trying to look at. There was a discussion regarding content and encouraging the newsletter subscription. Could try pointing people in the right direction, to help resolve issues, ie – contact PCSO etc. Could we reflect on the issues raised by Facebook each month, might make this tangible. Encourage people to make contact with the Parish Council.</p> <p>10.4 Caretaker Committee Caretaker has had an issue with the vehicle. Repairs carried out in Brabourne but appear relatively expensive - consider going elsewhere locally.</p> <p>10.5 Parish Councillor Vacancy Councillors were asked if they could suggest anyone to be co-opted on to the Council. MH suggested asking Jackie Morey, useful go between. Very difficult to find volunteers.</p>	
11.	Correspondence	
	Nothing further to add.	
12.	Public Session	
	<p>Newsletter ideas - What the farmers/crops are doing. Not sure we can get the farmers to commit to let us know.</p> <p>Items of general interest, e.g. Coppicing of trees and regenerating of woodland – this will be in the next newsletter. Village ghosts in the winter months, etc.</p> <p>Footpaths being blocked/cleared is always a point of interest.</p> <p>It would be interesting to note hits/month on the website.</p>	
12.	Any Other Business	
	<p>Flytipping at the Playing Field– any news? None as yet.</p> <p>Slow signs at School have been replaced. Red tarmacking has not been replaced. White lining at Village Hall has been renewed. It was noted that Kent Highways are not doing the edge of the road on Bridge Road. TB to arrange a site meeting with Highways Steward and MH to be present if possible. Kerbing on Bridge Road will cause issue re: flooding at Baptist Church area as nowhere for the water run-off to go to.</p> <p>VE Day - George Taylor has said the proposed celebrations of VE Day being very much in doubt because of the continuing Covid restrictions/requirements in relation to Church services, and a postponement until Spring 2021 is likely. David Herrick has suggested that a short, socially distanced service on The Warren might be appropriate just so that the occasion doesn't go unmarked. No decision has yet been made.</p>	TB

13.	Date and time of next meeting	
	Monday, 28 th September 2020 – hope to be in the Village Hall but would have to be in main hall if Social Distancing rules apply. Monday, 23 rd November 2020 Monday, 25 th January 2021 Monday, 22 nd March 2021 Monday, 24 th May 2021	