

**Brabourne Parish Council**  
**Minutes of the Meeting held on Monday 23<sup>rd</sup> November 2020 at 7.30pm virtually via**  
**Skype**

To be actioned by

<b>1.</b>	<b>Present</b>	
	<p>Cllr Hickmott (Chairman), Cllrs Atkins, Harbottle, Spokes, Mrs Tanner and Young and Mrs Block (Clerk). 2 members of the public was present.</p> <p>The Chairman welcomed the members of the public.</p>	
<b>2.</b>	<b>Apologies</b>	
	Apologies were received from Cllr Howard (ward member).	
<b>3.</b>	<b>Declarations of Interest</b>	
	There were no declarations of interest to be made.	
<b>4.</b>	<b>Minutes of the Parish Council Meeting held on Monday 28<sup>th</sup> September 2020</b>	
	<p><b>Resolved:</b>  <b>That the Minutes of the Meeting of the Parish Council held on 28<sup>th</sup> September 2020 be approved and confirmed as a true record.</b></p>	
<b>5.</b>	<b>Matters Arising</b>	
	<p>An email of thanks has been received from the Village Hall for the grant.</p> <p>The website is up and running – there have been several compliments on its design and appearance compared to the old one.</p> <p>Playing Field - New Chairman, Secretary and Treasurer of Playing Field Association have all been appointed. The Section 106 submission on the Church Road, Smeeth development site for the changing rooms, etc has been resurrected as the new chairman says there is a need for this and is willing to take it forward.</p> <p>Sevington/J10a Customs Facility – the consultation has now finished and work is continuing.</p> <p>Footpath at Missingham Farm – This now sorted out as far as the Parish Council is aware.</p> <p>Caretaker Update - Paul continues his normal winter schedule in the parishes. The Village Caretaker committee agreed that a new ride on mower and strimmer will be purchased from Lister Wilder with the old mower as a trade in, and a repair of the hedge trimmer.</p> <p>Book of Condolence – nothing more has been heard from ABC.</p>	

	<p>Remembrance Sunday and Armistice Day were both attended by Cllr Hickmott. He also laid a wreath in Brabourne church, both ceremonies having taken place at Smeeth War Memorial.</p> <p>The Village Caretaker will take down 2 dead trees on the Warren and these will be replaced (one will be paid for by Smeeth PC as it commemorates the 100th birthday of a previous Smeeth resident.)</p> <p>The Clerk is to ask the Caretaker to source a Silver Birch to replace the Brabourne Parish Council owned tree.</p>	TB																
<b>6.</b>	<b>Co-option of a new Councillor</b>																	
	<p>Mrs Maggie Smith had expressed an interest in becoming a Councillor at the September meeting. Mrs Smith was formally co-opted on to the Council and the declaration of Pecuniary Interest Form and the Declaration of Acceptance Form were both completed and signed.</p> <p>The Parish Council welcomes Maggie, Maggie is the Editor of the Parish News.</p>																	
<b>7.</b>	<b>Borough councillor's report</b>																	
	William Howard had not sent a report.																	
<b>8.</b>	<b>Financial Report</b>																	
	<p><b>8.1 To agree payments in accordance with the Budget</b></p> <p>A list of cheques to be signed had been circulated and cheques have been sent out for signatures.</p> <table border="1"> <tr> <td>David Ansley (Litterpicker)</td> <td>£270.32</td> </tr> <tr> <td>Tracey Block (October salary)</td> <td>£399.77</td> </tr> <tr> <td>Tracey Block (November salary)</td> <td>£399.57</td> </tr> <tr> <td>HMRC</td> <td>£199.80</td> </tr> <tr> <td>Chairman's half yearly expenses</td> <td>£143.75</td> </tr> <tr> <td>Clerk's half yearly expenses</td> <td>£151.04</td> </tr> <tr> <td>Tracey Block (Fordred's)</td> <td>£200.00</td> </tr> <tr> <td>Society of Local Council Clerks (CiLCA)</td> <td>£410.00</td> </tr> </table> <p><b>8.2 To note the Financial Position of the Parish Council</b></p> <p>The current bank balance is £39734.17 with 2 outstanding cheques to clear totalling £969.38.</p> <p><b>8.3 To approve the draft budget</b></p> <p>A copy of the draft budget had been circulated to the Councillors ahead of the meeting. The draft budget was approved.</p> <p><b>8.4 To agree the precept for 2021/22</b></p> <p>The Parish Council has received communication that states that it is Ashford Borough Council intends to withdraw Concurrent Functions Grant and the</p>	David Ansley (Litterpicker)	£270.32	Tracey Block (October salary)	£399.77	Tracey Block (November salary)	£399.57	HMRC	£199.80	Chairman's half yearly expenses	£143.75	Clerk's half yearly expenses	£151.04	Tracey Block (Fordred's)	£200.00	Society of Local Council Clerks (CiLCA)	£410.00	
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	<p>Council Tax Support Grant. This will mean a loss of income for the Parish Council from ABC of £882. The Chairman proposed that the Parish Council use some of the reserves rather than raising the Precept, this will be revisited again next year. There was a discussion with regard to the funding of the Church. The Clerk explained that the Parish Council can only support the cutting of Churchyards. It was agreed that the loss of funding should be absorbed. There is to be no adjustment on the Precept, £40,000 will be requested.</p> <p><b>8.5 To agree donation to the Friends of St Mary's, Brabourne</b> It was noted that the churches' income has been particularly hard hit this year by COVID-19 and there has been no help from the diocese. The Friend's of St Mary's is a charity that is set up to the fund the Church itself. This is to be revisited at the next meeting.</p> <p><b>8.6 To agree donation to Brabourne and Smeeth Scouts and Guides</b> We gave £300 last financial year. The group asked for a contribution towards repairs to the Scout Hut, but it appeared from their accounts that they had about £19,000 in the kitty. At Smeeth PC meeting they questioned the need for a donation and are requesting Jon Rose to attend their January meeting. This is to be revisited at the next meeting.</p> <p><b>8.7 To agree the Allotment Plot Rental Amounts 2021/22</b> Currently £30 p.a. There is over £300 excess this year. Suggest that these are left as they are at present, this was unanimously agreed.</p>	<p>TB</p> <p>TB</p> <p>TB</p> <p>TB</p>
<b>9.</b>	<b>Planning report</b>	
	<p><b>9.1 To receive the report of the Planning committee</b></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 application at 53 Prospect Way is to be discussed. There was a discussion with regard to the entrance to Park Farm – a previous application was refused and there is history with the proposed field entrance. This application is 2 applications rolled into one.</p> <p><b>20/01561/AS</b> <b>53 Prospect Way, Brabourne TN25 6RL</b> The adjoining owner (Mr Bocutt) joined the meeting, Sarah Edwards (ABC Planning Officer) proposed a response by mid-December. There is a small reduction in the footprint and the member of the public wished to discuss the application with their neighbours. A window has appeared on the neighbour's side and it will project level with the roof of the garage. Mr Bocutt's desire is to obtain additional time to allow the opportunity to discuss this in the future. Mr Bocutt said that without the extension of time</p>	

	<p>there will be difficulty in discussing the application with the neighbours. The Parish Council can request a delay in the application response date, they can be flexible on this. The Clerk will email the Planning Officer to request a delay in the response date. This is a decision that needs to be made by the Planning Officer. No extension will mean that Mr Bocutt will submit an objection. The Parish Council will make their comments towards the end of the consultation process. Mr Bocutt hoped that a positive outcome would be reached.</p>	TB
<b>10. Correspondence:</b>		
	All correspondence had been circulated.	
<b>11. Public Session</b>		
	Nothing was raised.	
<b>12. Any Other Business</b>		
	<p>There is no PCSO report.</p> <p>The annual tree survey on parish council owned land has been received and no major works are required apart from removal the 2 dead trees referred to on The Warren. Recommended short term work will be carried out by the Village Caretaker. Estimates are being obtained for the work at height recommendations.</p> <p>Highways are to install a kerb along Bridge Road to prevent the road breaking away and surface water drainage onto the Warren. This should have been done last week but was postponed due to staff shortages. It is hoped this will be completed in December.</p>	TB
<b>13. Date and time of next meeting</b>		
	<p>Monday, 25<sup>th</sup> January 2021 at 7.30pm, probably by Skype/Zoom.</p> <p>Monday, 22<sup>nd</sup> March 2021</p> <p>Monday, 24<sup>th</sup> May 2021</p>	
<b>14. Resolution to exclude the public</b>		
	<p><b>Resolved:</b>  <b>That under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, because of the confidential nature of the business to be dealt with, the Public and Press leave the meeting during discussion of item 18, namely Distribution of Fordred's Charity payments and the offer of a Christmas meal to a struggling local family.</b></p>	
<b>15. Fordred's Charity</b>		
	<p><b>Resolved:</b>  <b>That the payments be distributed as agreed.</b></p>	TB
	<b>The meeting closed at 20.25</b>	

