

Brabourne Parish Council
Minutes of the Parish Council Meeting
Held on Monday 27th September 2021 at 7.30pm at the Village Hall.

To be actioned by

	Cllr Harbottle welcomed everyone to the meeting.	
1.	To note those present	
	Cllr Harbottle (Chairman), Cllr Atkins, Cllr Mrs Smith, Cllr Mrs Young and Mrs Block (Clerk). Four members of the public were present.	
2.	To receive a presentation from Mr Julian Belcher	
	<p>Mr Belcher introduced himself to the meeting. Mr Belcher explained that he would like approval in principle for a "Village Open Day." To-date, Mr Belcher has not been involved in village groups directly as he has been busy with building works at his home but hopes the Parish Council will be able to help point him in the right direction. Mr Belcher is looking to have several events held on the same day/weekend and is looking for ideas of what people would like, although currently this is just a concept.</p> <p>Councillor Atkins asked what the aim of the idea is, Mr Belcher explained that the more a community does, the more a community bonds and it might help existing societies bring people together. Councillor Mrs Young asked whether Mr Belcher had considered the community village fete idea. Mr Belcher doesn't see this as a money-making event but is looking at facilitating the idea, it doesn't need to be all in one place but could be spread across the community. Councillor Atkins felt that it was worth a try, it would be good to promote the clubs. Councillor Mrs Smith said that she thought the jubilee weekend would be an ideal time.</p> <p>Councillor Harbottle concluded that the Parish Council felt that this idea was worth pursuing, at this stage the Parish Council supports the idea in principle. Mr Belcher said that he would be back in touch as the idea moves forward.</p> <p>Councillor Harbottle thanked Mr Belcher for attending the meeting.</p>	
3.	To receive any Apologies for absence	
	Apologies were received from Cllrs Spokes and Mrs Tanner.	
4.	To receive declarations of interest (Disclosable Pecuniary Interests and Other Significant Interests). The nature as well as the existence of any such interest must be declared.	
	There were no declarations of interest to be made.	
5.	To approve the Minutes of the meeting held on 26th July 2021	
	<p>Resolved: That the Minutes of the Meeting of the Parish Council held on 26th July 2021 be approved and confirmed as a true record.</p> <p>The minutes were duly signed.</p>	
6.	To discuss any Matters Arising	
	There were no matters arising to be discussed.	
7.	To receive the Borough Councillor's report	
	No report had been received from Cllr Howard.	

8.	To receive a formal vote of thanks to Councillor Michael Hickmott	
	<p>Councillor Harbottle stated that Councillor Michael Hickmott had given 30 years of service to the Parish Council, eight of which as Chairman, and that his dedication to the Parish Council was second to none. It was therefore only proper that he be formally thanked for all his years of service and for his immense contribution to the Parish Council.</p> <p>Proposed by Councillor Harbottle, Seconded by Councillor Mrs. Smith, and</p> <p>Resolved: That the Parish Council formally thanks Councillor Michael Hickmott for all his years of service and for his immense contribution to the Parish Council.</p>	
9.	To consider tokens of remembrance to Councillor Michael Hickmott	
	<p>Placing a bench (or other token of remembrance) on one of the public rights of way near to Councillor Hickmott's favourite spot was discussed. There are two public rights of way in the field, one on the eastern side and one on the western side. The western side was considered most appropriate as this has views of Brabourne. There could be a problem with the access from Pilgrims Way, and we would need permission from the public rights of way office, we may also need permission from the landowner, and we must consider maintenance. It was agreed that further consideration was required.</p> <p>Councillor Mrs. Smith suggested naming the backroom at the Village Hall (where the Parish Council often met) after Councillor Hickmott, possibly with a plaque and formal dedication. It was agreed that this idea should be taken forward with further discussion with the Village Hall Committee.</p> <p>A suggestion had been received that we could plant a tree at the Village Hall, this was thought to be a good idea however it posed some concern regarding children playing in the area. It would require permission from the Borough Council and continuing maintenance.</p>	
10.	To receive an update on the future of the newsletter	
	<p>A Newsletter meeting had been held with Councillors from both Brabourne and Smeeth Parish Councils and the Parish Clerk. The Clerk had made notes of the meeting. It was thought that there was much work being placed on the Clerk to pull the newsletter together. The Clerk felt that this was achievable, she would be working with Councillors Howard and Bell and the caretaker to achieve this.</p> <p>The next issue of the newsletter will be in October.</p>	TB
11.	To receive an update on the proposed street lighting adoption/removal	
	<p>Ashford Borough Council are due to hand over a stock of streetlights to Kent County Council (KCC). However, KCC are only taking on those streetlights that they deem to be safety critical. All other streetlights are considered amenity lighting and they will not be kept by Ashford Borough Council or KCC. There are 14 such streetlights in Brabourne and these are being offered to the Parish Council for adoption. The Parish Council will ask parishioners via the newsletter and the parish magazine for their views. Councillor Atkins and Councillor Pereboom of Smeeth Parish Council have liaised over the article. Councillor Atkins offered to collate the responses once they had been sent to the Clerk and to use those responses to create a proposal for the next Parish Council meeting.</p>	TB DA

12.	To discuss the proposed allotment agreement to take forward															
	The clerk obtained a copy of a suggested allotment agreement from KALC, this deals with the issues of legislation. The proposed allotment agreement had been circulated and was agreed by all Councillors, a copy of this is to be sent to the allotment society for comment.	TB														
13.	To consider Highways Improvement Plan Suggestions															
	It was agreed that a Committee for the Highways Improvement Plan should be created, ideally to be made up of four councillors. Councillor Harbottle agreed to chair the Committee and Councillor Atkins agreed to join this Committee. Councillor Harbottle suggested adding village signs to the Highways Improvement Plan and AONB signs. Electric vehicle charging points were also to be added.															
14.	Financial Matters															
	<p>14.1 To agree payments in accordance with the Budget</p> <table border="1"> <tr> <td>David Ansley (Litter picker)</td> <td>£249.48</td> </tr> <tr> <td>John Moreton Prize (Brabourne School)</td> <td>£50.00</td> </tr> <tr> <td>HMRC</td> <td>£3.20</td> </tr> <tr> <td>Tracey Block (August salary)</td> <td>£506.21</td> </tr> <tr> <td>Tracey Block (September salary)</td> <td>£506.21</td> </tr> <tr> <td>PKF Littlejohn LLP</td> <td>£240.00</td> </tr> <tr> <td>T Block expenses</td> <td>£168.47</td> </tr> </table> <p>14.2 To note the Parish Council's financial position There is currently £41,186.89 in the bank.</p>	David Ansley (Litter picker)	£249.48	John Moreton Prize (Brabourne School)	£50.00	HMRC	£3.20	Tracey Block (August salary)	£506.21	Tracey Block (September salary)	£506.21	PKF Littlejohn LLP	£240.00	T Block expenses	£168.47	
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15.	Planning matters: to authorise a response to any application(s) and to note any recent planning decisions by Ashford Borough Council or any correspondence on planning matters															
	<p>15.1 To receive the report of the Planning Committee A copy of the Planning Committee Report was circulated to Councillors, and a copy is available in Appendix 1 of these minutes.</p> <p>A contentious application has now been withdrawn; a member of the public explained that there was to be a public meeting on Sunday. The Parish Council reassured the public that it would look closely at any subsequent application.</p> <p>Planning Application 21/01440/AS: Meadowside Farm Councillor Harbottle had received and circulated comments from Ashford Borough Council's Rural Planning Consultant. The applicant is seeking a temporary consent for an agricultural worker's dwelling. Councillor Harbottle advised that the criteria for such dwellings are stringent and must show an essential functional need to reside permanently at the site and that the business can financially support the proposed dwelling (the fact that the consent applied for is temporary does not obviate the need to demonstrate that those requirements are satisfied). It was considered that an essential need had not been satisfactorily demonstrated and that viability matters could be left to the Rural Planning Consultant to advise on.</p> <p>Resolved: That the Parish Council objects to the application.</p>															

16.	To receive an update on the Caretaker	
	The Village Caretaker scheme continues to work well, if there are any matters in the Parish that require the attention of the Caretaker, please let the Parish Clerk know. The Caretaker's time is increasingly being taken up by having to clear the Warren following damage to items through vandalism. The Clerk has filled in police reports about the vandalism. It was noted that the Parish Council's decisions are now being interfered with as the Parish Council is concerned about vandalism.	
17.	To formally agree the role of Caretaker Committee Representative	
	Councillor Mrs. Smith is content to continue in this role. It was unanimously approved that Councillor Mrs. Smith would continue as the Caretaker Committee Representative.	
18.	To discuss and agree the Parish Council's involvement with the Queen's Jubilee Celebrations 2022 and the Queen's Green Canopy Project	
	Councillor Atkins was keen on the idea of planting trees and felt that landowners could be approached regarding the possibility of trees being planted near to public rights of way. A member of the public suggested that this might be an article for the newsletter, the Council will continue to consider this going forward.	
19.	Open Session	
	The members of the public had nothing further to add.	
20.	Any Other Business	
	Following an Allotment Society Meeting, the Council are to consider maintenance to the track leading to the allotments. There will be further discussion with the chairman of the allotment society as to what is required, and the clerk should obtain costings.	TB
	The Parish Council needs to replace two salt bins and the rubbish bin, the dog wastebin on the Warren is rusting and will therefore need to be removed. The Clerk is to obtain costs for this.	TB
21.	Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council	
	Monday 22nd November 2021 at 7.30pm in Brabourne Village Hall Monday 24th January 2022 Monday 28th March 2022 Monday 23rd May 2022	

The meeting was closed at 9.40pm

Appendix 1: Planning Committee Report for Parish Council meeting on 27 September 2021

New Applications (received after the last meeting)

21/01542/AS: 25 Prospect Way, Brabourne, TN25 6RL

Garage conversion to include alteration of roof room and addition of single storey side extension.

Parish Council: General comment

21/01475/AS: Penally, Monks Horton, Ashford, TN25 6AT

Erection of front and side porches together with the installation of ground level solar panels.

Parish Council: General comment

21/01464/AS: Elm Farm, Weekes Lane, Brabourne, TN25 5LZ

Removal of conservatory and two external outbuildings. Proposed single storey rear extension and two storey side extension; Pergola to link to proposed garage and car port.

Parish Council: General comment

21/01440/AS: Meadowside Farm, Scots Lane, Brabourne, TN25 6LP

Demolition of existing agricultural barn and erection of a log cabin to be used as a temporary residential accommodation.

Parish Council: Object

21/01423/AS: Court Lodge, The Street, Brabourne, TN25 5LR

Part change of use from domestic storage to ancillary space for vineyard.

Parish Council: General comment

21/01413/AS: Crow Corner, Manor Pound Lane, Brabourne, TN25 5NA

Change of use of the existing barn to ancillary annexe.

Parish Council: General comment

21/01341/AS: Land at the Street and North of Court Lodge, Brabourne

Change of use of agricultural building permitted under 19/01436/AS to Distillery (Sui Generis) with associated works.

Parish Council: Object | Decision: Withdrawn

21/01312/AS: Green Lane Cottage, Green Lane, Brabourne, TN25 5ND

Erection of outbuilding.

Parish Council: General comment | Decision: Permit

Decided Applications

21/01176/AS: 2 Subdown Cottages, The Street, Brabourne, TN25 5LT

Proposed two storey side and rear extension.

Parish Council: General comment | Decision: Refuse

20/01401/AS: North View, Hampton Lane, Brabourne, TN25 5PN

Change of use of land for the stationing of one 2 person 'glamping' bell tent between 1st April and 30th September annually for tourist accommodation.

Parish Council: Support | Decision: Permit

Awaited Applications

21/01187/AS: Lamplands, Pilgrims Way, Brabourne, TN25 5LU

First floor extension; alterations to the fenestration and associated works.

Parish Council: Object

21/01113/AS: Raffles, Canterbury Road, Brabourne, TN25 5LL

Erection of stable type building for the storage of gardening equipment.

Parish Council: General comment

20/00955/AS: Missingham Farm, Pilgrims Way, Brabourne, TN25 5LU

Erection of three new build detached houses together with reconfiguration of adjoining equestrian enterprise (alternative scheme to that approved under 19/00819/AS).

Parish Council: Object | Reconsultation: Object

20/00767/AS: Conley Barn, Bulltown Lane, Brabourne, TN25 5NB

Conversion of barn to residential dwelling (retrospective).

Parish Council: General comment