

BREDHURST PARISH COUNCIL



**Minutes of the Ordinary Parish Council Meeting held at Bredhurst CE Primary School,
on Wednesday 1st March 2017 at 6.30pm**

Present: Cllr Vanessa Jones (Chair), Cllr Nichola Carr (Vice-Chair) (until item 153), Cllr Steve Bowring, Cllr Louise Ferne, Bex Ratchford (Clerk)

Public: 4

140. Apologies for absence

Apologies were received from Cllr Malcolm Greer (BPC & MBC), Cllr Derek Butler (MBC), Cllr Wendy Hinder (MBC) due to an MBC meeting and Cllr David Hales (BPC).

141. Declarations of interests

Cllr Jones declared a non-pecuniary interest in agenda item 150 as a homeowner in the road affected.

142. To approve the minutes of the meeting held on 1st February 2017

The minutes were **agreed** as an accurate record of the meeting and were signed and dated by the Chair.

143. Police briefing

PCSO Adlington was not present and no briefing was available.

144. Matters arising (for information only)

- a. AP1: planning comment made.
- b. AP2: landowner written to.
- c. AP3: agenda item 145.
- d. AP4: agenda item 148.
- e. AP5: MBC written to.
- f. AP6: agenda item 146.
- g. AP7: Boxley PC informed of litter picks and had offered extra equipment if necessary.
- h. AP8: website training still needs arranging. **Action 1: Cllr Carr to arrange.**
- i. AP9: Medway Local Plan comments still need submitting. **Action 2: Clerk and Cllr Jones to submit comments.**
- j. AP10: Freight Action Plan comments submitted.
- k. AP11: precept form returned and thanks sent to KALC.

150. The Cut (off Forge Lane)

This item was brought forward at the Chair's discretion.

Cllr Jones left the room for this item. Cllr Carr distributed two possible options for The Cut (the lane between Dunn Street Road and Forge Lane). One is a Traffic Regulation Order which would make the road one-way. The other is a Stopping Up Order which would close the road permanently except for access. Cllrs preferred the first option and it was **agreed** to consult the houses in the lane and to publicise the options in the newsletter and via other channels, asking village residents to feedback any comments. **Action 3: Clerk to progress consultation.**

147. Great British Spring Clean – Bredhurst Event

This item was brought forward at the Chair's discretion.

Cllr Carr distributed an updated action plan. Vegetation is a priority. Cllr Jones will publicise the event to BWAG members. KCC will paint the railings on the M2 bridge, The Street week commencing 6th March. They will paint the black horizontal rails but not the white vertical posts. BPC will carry this out at a later date. It is hoped that the zebra crossing and zig zag lines outside the school will also be painted week commencing 6th March but this work is dependent on good weather. The school have requested an upgrade to the zebra crossing lights but this requires new posts. **Action 4: Clerk to inform the school and Cllr Carr to get a price for replacing the posts.**

The meeting adjourned for a short public session but there were no matters raised.

145. Playing field

No decision could be made regarding the renewal of the playing field lease as BPC is still waiting for proposals from Savills in connection with concerns they raised regarding access to the field, field boundaries and the church shop. Savills confirmed they have met with the Village Hall Committee as some of their concerns relate to the village hall. The clerk reported that BPC has spent in excess of £15,500 on the field in the last five years.

A hall hirer questioned why BPC had asked for the gate from the toddlers' play area to be removed and for screening to the rear of the hall to be erected. She was advised that these issues had been raised by Savills and not by BPC. She was advised to speak to the Village Hall Committee about her concerns.

Cllr Jones is meeting a tree surveyor this week to carry out the annual survey. A dog was recently seen being exercised in the fenced off toddlers' play area and it appears the 'No Dog' sign is no longer in situ. **Action 5: Clerk to ensure sign replacement.**

146. Damaged AONB gateway sign

The sign was damaged in a recent accident. Details of the person responsible have been provided and they have been contacted in order to claim on their insurance. A cost for the sign has been requested but installation costs also need to be obtained. **Action 6: Cllr Jones and Cllr Carr to obtain installation costs and clerk to progress insurance claim.**

148. Drain clearance

Thanks were expressed to a resident who provided machinery to clear the culvert in The Street. The culvert on the opposite side of the road belongs to KCC and they hope to clear this within the next month.

149. Grass cutting/verge maintenance

Following correspondence with KCC, it was **agreed** that it is not viable for the parish council to manage this work. It was **agreed** to monitor the contractor's work and contact KCC immediately if any issues are evident. **Action 7: Cllrs to oversee the work.**

151. Newsletter

It was **agreed** that Cllrs Carr and Ferne would produce the next newsletter in the first week of April. Deadline for items for inclusion is 31st March. It was **agreed** to ask a local business for a short article. **Action 8: Cllr Jones to speak to a local business and Cllrs Carr and Ferne to work on newsletter.**

152. Donation request from Kent Air Ambulance

It was **agreed** not to give a donation to the Kent Air Ambulance, but to write explaining we have a limited budget and we would welcome a short article for the newsletter. **Action 9: Clerk to write.**

Cllr Carr left the meeting at this point.

153. Planning

- a. 16/504641 – Land at Abbots Court Farm – outline application with access matters reserved for erection of two detached single storey dwellings with associated parking – appeal lodged – noted.
- b. 16/508124 – Channing Farm Barn – conversion and extension of existing barn to create a 3 bedroom dwelling – application withdrawn – noted.
- c. 16/504798 – Land at Forge Lane – the construction of six detached dwellings and associated parking, access and landscape works alongside the conversion of the existing barn to provide a community use on the land at Forge Lane – appeal lodged – noted.

154. Finance

- a. The financial statement and bank reconciliation were reviewed and accepted. It was noted that the water bill is the final one from Southern Water.

Account	Balance as of 28/02/17
Current Account	360.53
Reserve Account	16101.01
Total	16461.54

- b. Payments were **agreed** as follows:

Cheque	Payment	Amount
BACS	Clerk – wages and office rental	435.46
1401	Appointment Business Machines - printing	24.87
1402	Savills – playing field rental	112.50

155. Reports from parish councillors

Cllrs Carr and Bowring had attended the Maidstone KALC meeting. Issues raised included the diminishing Parish Services Scheme (which partially funds the playing field), ensuring procedure is followed when co-opting cllrs, litter picking, an upcoming review of the planning department at MBC, more available training for parish councils, an upcoming parish survey and fire hydrants.

156. Reports from borough and county councillors (if present)

Nothing to report.

157. Correspondence

All correspondence was noted.

- a. A resident emailed regarding a vehicle parked on Lidsing Bridge. The PCSO was informed but the resident has already dealt with the matter.
- b. A resident had contacted Cllr Jones about an email scam offering a council tax refund.

- c. We have been asked to publicise that helpers are needed for the Village Show. The clerk will add details to the website and circulate to residents. **Action 10: Clerk to publicise.**

The meeting adjourned for a short public session. A resident gave notice that he will be giving up his allotment. The vacancy will be publicised once notification is received in writing. The school is holding their 150th May Day celebrations on 20th May and details will be included in the upcoming newsletter.

158. Clerk's hours and salary (closed session)

The public and the clerk left the room for this item. It was **agreed** the clerk should progress one point on the salary scale, to SCP19, as of the new financial year. It was also **agreed** to reduce the hours to 40 per month with the clerk to contact the Chair if any extra hours are needed. The reduction of hours was at the clerk's suggestion as she is able to carry out her duties in less hours. All cllrs thanked the clerk for her excellent work which is a huge support to the council.

159. Close of meeting

The meeting closed at 7.38pm.

The next meeting will be held on **Wednesday 5th April 2017** at 6.30pm.

Signed..... Date.....