

**BREDHURST PARISH COUNCIL**  
**Minutes of the Annual Parish Council Meeting**  
**(Incorporating the Annual Ordinary Parish Meeting)**  
**Blacksmith's Barn**  
**Wednesday 4<sup>th</sup> May 2022 at 6.30pm**



**Present:** Cllr Vanessa Jones (Chair), Cllr Nichola Carr (Vice Chair), Cllr Steve Bowring, Cllr Claire Sharp, Cllr Dan Fifield, Cllr Chantelle Goodwin-Sword and Borough Cllr Anne Brindle.  
 Steve Hill – Clerk & RFO  
 Public: 0

**590. Apologies for Absence**

None received.

**591. Election of Chair and Declaration of Acceptance of Office**

Cllr Jones was duly elected as Chair and **agreed** by all Cllrs.

**592. Election of Vice Chair and Declaration of Acceptance of Office**

Cllr Carr was duly elected as Vice Chair and **agreed** by all Cllrs.

**593. Representation from Residents, Clubs or Societies**

None received.

**594. Declarations of Interest**

None declared.

**595. Minutes of 6<sup>th</sup> April 2022 Parish Council Meeting**

The minutes were **agreed** by Cllrs and signed by the Chair.

**596. Committees and Election of Representatives**

Cllr Carr – KALC and KCC Liaison

Cllr Bowring – KALC and Police Liaison

**597. Police Briefing**

There were no crimes reported in Bredhurst during the preceding month. There has been no contact from new PCSO Honeysett since she took office in January. The Clerk to write to her superior.

**AP1: Clerk to contact PCSO's superior.**

**598. Matters Arising (for information only)**

**Action Points from 06-04-22**

Action Points	Actions	Clerk or Cllr	Completed or Agenda Item 04-05-22
AP1	Contact PCSO	Clerk	597
AP2	Chase wetpour quotes	Clerk	599a
AP3	Discussions with Savills to resolve invoice queries	Cllr Jones/Clerk	599b
AP4	Contact landlord to seek approval for boarding the loft	Clerk	<b>Completed</b>
AP5	Purchase crockery & obtain quote for kitchen cupboard	Cllr Jones	600b

<b>AP6</b>	Contact Landlord to seek approval for cupboard	Clerk	<b>Completed</b>
<b>AP7</b>	Quote required for repair to kerb/grass outside The Bell	Cllr Jones	601a
<b>AP8</b>	Update re maintenance of the village sign	Cllr Bowring	601b
<b>AP9</b>	Advertise village spring clean event	Cllr Jones	<b>Completed</b>
<b>AP10</b>	Arrange purchase and fitting of larger reflectors	Cllr Carr	601e
<b>AP11</b>	Clerk to chase delivery of defibrillator signs	Clerk	602
<b>AP12</b>	Write to all Boxley Ward Cllrs	Clerk	<b>Ongoing</b>
<b>AP13</b>	Instruct barrister / Inform others of non-selection	Clerk	<b>Completed</b>
<b>AP14</b>	BPC/ALDG to start GoFundMe campaign	Cllrs	603b
<b>AP15</b>	Write to resident re street lighting request	Clerk	<b>Completed</b>
<b>AP16</b>	Write to resident re traffic calming request	Clerk	<b>Completed</b>

### 599. Community Playing Field

- a. Alternative wetpour suppliers have been contacted. BPC have received several quotes which have been sent to BPC's insurance company. Reply awaited.  
**AP2: Clerk to chase insurance company.**
- b. Savills have failed to reply to BPC who have tried to contact them to resolve issues with invoices.  
**AP3: Clerk and Cllr Jones to continue efforts to speak with Savills.**
- c. Cllrs agreed to instruct Lucanus to carry out the annual Visual Tree Assessment (VTA) of trees in the community field and other areas in the village. Lucanus to proceed under the agreed three-year contract for years 2022/23/24.  
**AP4: Clerk to instruct Lucanus.**

### 600. Blacksmiths Barn

- a. One quote received regarding boarding for part of loft area. More quotes required.  
**AP5: Clerk to obtain additional quotes.**
- b. Cutlery and crockery have been purchased. A quote to supply and fit a 900mm kitchen double wall unit was agreed by Cllrs.  
**AP6: Clerk to instruct AD Property Maintenance.**
- c. The landlord has approved the fitting of a new kitchen cupboard and the boarding out of the loft area.
- d. Minor works required for the storage of the garden waste bin.  
**AP7: Clerk to instruct Lucanus**

### 601. Village Maintenance

- a. Quote for brickwork to wall outside The Bell received. Quote required for damage to grassed area.  
**AP8: Cllr Jones to obtain quote.**  
**AP9: Cllr Fifield to check condition of the whole area.**
- b. Cllr Bowring will wash the village sign and paint the frame once the weather improves.
- c. The village spring clean was very successful with some Cllrs and resident in attendance. Several bags of rubbish were collected and later removed by MBC. Thanks to all involved.
- e. Cllr Carr will arrange the purchase and fitting of bigger reflectors to the bollards at all buildouts once KCC have confirmed their agreement for the work.

### 602. Defibrillator

Location signs for the existing village defibrillator have been received. Clerk to contact the Village Hall Chair to confirm contact details required for the signs and to confirm the machine is regularly inspected and maintained. Signs to be erected.  
**AP10: Clerk to contact Village Hall Chair.**

### 603. Planning

- a. Cllr Jones and Sue Harwood met with Tracey Crouch MP and an ex-barrister who has offered to advise BPC/ALGD free of charge, although she cannot act for us in an official capacity. She confirmed she agreed with the action taken by BPC/ALGD and with our appointment of a barrister.

The name of the Inspector for the Examination in Public has been released but dates are not known.

- b. Cllr Jones, Steve Hill (BPC clerk) and Sue Harwood (ALGD) have a meeting arranged with the barrister. Once the initial meeting has been held and there is a clearer picture of costs, the fund-raising campaign via GoFundMe will be launched.
- c. No other planning matters raised.

### 604. Finance

- a. Financial statement and bank reconciliation were **received and accepted**.

Account	Balance as of 30/04/22
Unity Trust Account	£58,135.67

- b. The following payments made out of and at meeting were **agreed**. Payments to be made by BACS unless specified otherwise.

#### Payments made out of meeting

Ref	Details	Amount	VAT*	Total	Auth
DD	Bytes Software Services Ltd – April	8.82	1.76	10.58	--
DD	Onecom – April	19.14	3.83	22.97	--
DD	Business Stream- Allotment water bill Q4	142.68		142.68	--
DD	Business Stream- Allotment water bill adjustment	8.86		8.86	--
DD	ICO Annual Invoice	35.00		35.00	--

\* VAT to be reclaimed.

#### Payments for authorising at meeting

Ref	Details	Amount	VAT*	Total	Auth
10	Cllr Jones – Nisbets – Barn Crockery & Cutlery	411.80	82.36	494.16	NC & CGS
11	Rachel Ford - Gardening 6hrs - April	150.00		150.00	NC & CGS
12	Landmark Chambers	1050.00	210.00	1260.00	NC & CGS
13	KALC Annual Subscription 2022-23	197.66	39.53	237.19	NC & CGS
14	Clerk - WEBROOT Invoice AV PC Software	41.66	8.33	49.99	NC & CGS
15	Cllr Jones – Party Packs - Union Jack Bunting	49.62	9.92	59.54	NC & CGS
16	ACRK – Membership Renewal 2022-23	60.00		60.00	NC & CGS
17	Southern Water – Barn - 24 Sept to 31 March 2022	17.84		17.84	NC & CGS
18	Mike Sealey – Barn Grass Cutting - April	35.00		35.00	NC & CGS

\* VAT to be reclaimed

Cllrs Carr and Goodwin-Sword **agreed** to authorise the above payments.

- c. BPC received £2,716.24 a payment from HMRC VTR. for its 2021-22 VAT claim. **Noted**.
- d. Although discussed at February's meeting, CIL project deductions were not made prior to finalising the end of year accounts on 31<sup>st</sup> March. Therefore, funding has been brought forward to this financial year. Cllrs suggested the VTA, hedge trimming, playground repairs and Village Green repairs for consideration.
- e. Cllrs considered public liability insurance renewal and removed items no longer owned by BPC and added new acquisitions to the asset list.
- AP11: Clerk to update asset register and renew insurance policy.**

**605. Reports from Parish Councillors**

None received.

**606. Reports from Borough and County Councillors (if present)**

Borough Cllr Anne Brindle updated BPC on:

- The proposed Boundary changes and explained proposals are now with the Boundary Commission.
- Changes to MBC Cllr elections which will do away with elections of one third of Cllrs being held every year to elections for the whole council being held every four years from 2024.
- MBC are participating with the 'No Mow May' initiative which will be of benefit to wildlife.
- Advised that litter picking equipment is available. Bredhurst PC confirmed we have plenty.
- First tranche of council tax refunds of £150 have been made for residents in Band D properties or below
- A general discussion took place regarding Lidsing.

**607. Correspondence**

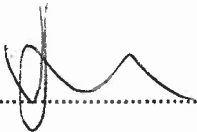
- a. A resident has raised the issue of traffic calming devices in Bredhurst.  
**AP11: Clerk to reply advising resident to contact KCC Highways as this is within their remit.**
- b. A resident complained about quad bikes driving through village. She has complained to the Police and Borough Cllrs but to no avail.  
**AP12: Clerk to reply to resident.**

**608. Close of meeting**

The meeting closed at 8.20pm.

**609. Date of next meeting – Wednesday 1<sup>st</sup> June 2022 at 6.30pm**

Signed.....



Date.....

11/5/22