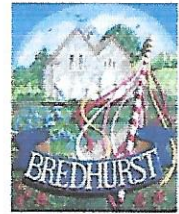


BREDHURST PARISH COUNCIL
Minutes of the Ordinary Parish Council Meeting
Blacksmiths Barn
Wednesday 31st August 2022 at 6.30pm



Present: Cllr Vanessa Jones (Chair), Cllr Chantelle Goodwin-Sword, Cllr Steve Bowring and Cllr Dan Fifield.
Steve Hill – Clerk & RFO.
Mel Fooks – Locum Clerk.
Public: 1.

647. Apologies for Absence

Borough Cllr Hinder - apologies (no reason given).

Cllr Sharp - apologies (attending a football match).

Cllr Goodwin-Sword gave notice that she must leave the meeting at 7.30pm. This left insufficient Cllrs to form a quorum, so the meeting ended early.

648. Declarations of Interest

None declared.

649. Cllr Resignation, Election of Vice-Chair, Committee Appointments and Co-Option of New Cllrs

- Cllrs accepted Cllr Carr's resignation and thanked her for her many years of service.
- Cllr Goodwin-Sword was elected as Vice-Chair.
- Cllr Bowring was elected to the Personnel Committee.
- Cllr Fifield was elected to the ALGD Committee.
- Cllr Goodwin-Sword was elected as the representative to KALC.
- No applications have been received for the two vacant Parish Cllr positions. The Cllrs present raised concerns that we may be unable to hold future meetings or carry out the basic functions of BPC unless new Cllrs join. The Cllr vacancies have been advertised to residents and posted on the Bredhurst, Hempstead and Wigmore Facebook groups.

650. Minutes of 29th June 2022 Parish Council Meeting

Minute 639b, Payments for Authorisation, item 41: It was **agreed** to insert 'Bespoke'. Subject to this amendment, the minutes were **agreed** by Cllrs and signed by the Chair.

651. Ratification of Decisions

Cllrs ratified decisions made by email owing to cancellation of previous meeting due to Covid / illness.

- Cllrs agreed the purchase of Against Lidsing banners up to the value of £1500. **Noted.**
- Cllrs agreed to employ a locum clerk to cover staff holidays as per details circulated. **Noted**

652. Police Briefing

a. No reported crimes.

b. Cllrs **agreed** to proceed with a Police speed check day at a cost to BPC of £400 for an eight-hour shift manned by a PC and a PCSO who will conduct checks throughout the village. Drivers committing an offence will be issued a fixed penalty notice and vehicles will be checked for other possible infringements. BPC will monitor the effectiveness to assess if it is worthwhile to repeat.

AP1: Clerk to arrange a date with the Police.

c. BPC thanked Medway Cllr Gary Hackwell for his prompt action to close the ex-commuter car park to stop the constant anti-social behaviour. BPC also thanked Medway PCSO Sean Humphrey for his assistance and advice with this matter.

653. Matters Arising (for information only)

Action Points from 29-06-22

Action Points	Actions	Clerk or Cllr	Completed or Agenda Item 29-06-22
AP1	Clerk to investigate Speed Check initiative	Clerk	652b
AP2	Clerk to notify companies of BPC's wet-pour decision	Clerk	Completed
AP3	Cllr Jones to follow up with Savills	Cllr Jones	654c
AP4	Clerk to notify companies re loft boarding	Clerk	Completed
AP5	Cllr Jones to advertise regularly on Facebook, the BPC website and distribute fliers to local businesses.	Cllr Jones	Part Completed
AP6	Clerk to notify cleaning companies of BPC's decision	Clerk	Completed
AP7	Cllr Jones to obtain quotes for Barn fencing	Cllr Jones	655c
AP8	Cllr Jones to update Conditions of Hire document	Cllr Jones	Completed
AP9	Clerk to implement new payment process	Clerk	Completed
AP10	Cllr Jones to purchase heavy door stops	Cllr Jones	Completed
AP11	Clerk to purchase notice board	Clerk	Completed
AP12	Clerk to chase insurers re brickwork repairs to The Green	Clerk	Completed
AP13	Clerk to notify KCC as auditors for BPC 2022-23	Clerk	Completed
AP14	Clerk to purchase printer and dispose of old printer	Clerk	Ongoing
AP15	Clerk to instruct barrister and consultancy companies	Clerk	Completed

654. Community Playing Field

- a. A start date is awaited from the contractor carrying out the wetpour repairs to the toddlers' play area. The work was due to be done in August but was delayed due to hot weather.

AP2: Clerk to follow up.

- b. The appointment of the annual playground inspection contractor was deferred to BPC's next meeting.
 c. Savills have confirmed an outstanding payment, dating back to 2017, of £570,90 is due. It was caused by issues with their IT systems. BPC have been trying to resolve this since March 2022 when we were first alerted to their error. Cllr Jones wrote to, Michael Wooldridge, Director Savills, on 23rd August asking if the arrears could be spread over the term of the contract which expires on 31st Dec 2027. No response has been received.

AP3: Cllr Jones to follow up.

- d. Actions regarding the annual Visual Tree Inspection were deferred to BPC's next meeting.

655. Blacksmiths Barn

- a. Instructions given to the contractor for part boarding of the loft. Work to start W/C 12th September.
 b. Recent promotional activity for the hiring of Blacksmiths Barn on social media has generated lots of enquiries and bookings. Flyer to be delivered to local businesses.

AP4: Cllr Jones to deliver flyers and continue promotion on social media.

- c. Discussions regarding fencing options were deferred to BPC's next meeting.

- d. Other Barn related issues discussed:

- Two broken slats to the blinds need replacing.
AP5: Cllr Jones will contact JP Knight the original supplier.
- Cllrs **agreed** to revised wording to Conditions of Hire and change of alarm and key box codes.
- Cllrs **agreed** to provide a key to regular users of the Barn.
- Cllrs **agreed** that the fridge to be switched off and only turned on when use is requested by hirer.
- Cllrs **agreed** to obtain a quote for the light in the WC to be operated by a motion sensor.

AP6: Cllr Jones to obtain a quote.

656. Village Maintenance

The insurance claim for damage to kerbing/grass made against a delivery company to The Bell has been settled in full. Work to commence W/C 12th September.

657. Planning

Thanks to Hempstead residents who organised an Against Lidsing Garden Development event held at Bredhurst Village Hall on 22nd July. Thanks to the hall committee for waiving all hire charges. The event raised £1600. Sadly, the Spice Fusion event on 28th August was cancelled due to lack of support. Our thanks to Rajeev Gupta for his hard work in organising the event.

Recently, the ALGD campaign was featured in Kent Online and twice in two editions of Action Forum. With money from fund raising and publicity, this generated a huge surge in cash and cheque donations. Together with money from BPC, if required, funds stand at £46,712. This large sum has allowed BPC to employ a full legal and consultancy team.

The submission date for written statements was put back by the Inspector due to the high volume of late additional evidence put forward by MBC and site promoters. BPC's statements, prepared by our barrister, were submitted on 25th August. In total 122 statements were submitted to the Inspector.

The Stage 1 Hearing will be held at Maidstone Town Hall w/c 5th September and w/c 12th September. BPC's legal team will be present on 6th, 8th, 13th, 15th & 16th September when matters relating to Lidsing will be discussed.

Depending on the outcome of Stage 1 Hearing, the Stage 2 Hearing is scheduled for early 2023 with the possibility of an interim Stage 1B Hearing.

Due to the late notification of the Hearing dates, BPC's original barrister is unable to attend due to prior commitments. He has carried out all the work prior to the Hearing and another barrister and colleague at Landmark Chambers will attend the Hearing.

Costs have increased slightly as the Inspector has added an additional date for matters relating to Lidsing. Cllrs to discuss and agree actions during the Closed Session.

658. Finance

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

Account	Balance as of 31/08/22
Unity Trust Account	£72,821.85

b. Cllrs **received and accepted** the Q1 Budget of 2022-23 Financial Year.

c. The following payments made out of and at this 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 - Aug 2022	8.77	1.75	10.52	SB & CGS
DD	Onecom - Aug 2022	29.46	5.89	35.35	SB & CGS
60	Mike Sealey - Barn Grass Cutting - July	15.00		15.00	SB & CGS
61	Landmark Chambers - Matthew Henderson	5250.00	1050.00	6300.00	SB & CGS
62	HMRC – PAYE	-	-	-	-
63	Clerk's Salary	-	-	-	-
64	Ecotricity - Aug 2022	136.20	6.81	143.01	SB & CGS

* VAT to be reclaimed.

Payments for authorising at meeting

Ref	Details	Amount	VAT*	Total	Auth
65	Landmark Chambers - Ben Fullbrook	14500.00	2900.00	17400.00	DF & CGS
66	Rachel Ford - Gardening 6 hrs - Aug	150.00		150.00	DF & CGS
67	Every Little Nook Cleaning - Aug	72.00		72.00	DF & CGS
68	Printing - Managed Technology - 05-08-22	16.49	3.30	19.79	DF & CGS
69	Clerk - Cartridgesave - Epson Black Ink	21.25	4.25	25.50	DF & CGS
70	Master Alarms - Alarm/CCTV Annual Service	165.00	33.00	198.00	DF & CGS
71	Daren Halfpenny - Lidsing Banners	1155.52	231.10	1386.62	DF & CGS
72	N Carr MBC 2 x Garden waste receipt Aug	90.00		90.00	DF & CGS
73	Printing - Managed Technology - 26-08-22	42.26	8.45	50.72*	DF & CGS
74	Cllr Jones - Barn Noticeboard	60.00	12.00	72.00	DF & CGS
75	Bryant Landscape Planning - Lidsing BLP0364	4795.90	959.18	5755.08	DF & CGS

* VAT to be reclaimed

* Incorrect addition of 1p shown on supplier's invoice.

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

659. Reports from Parish Councillors

None received.

660. Reports from Borough and County Councillors (if present)

None received.

661. Correspondence

Email received from Nichola Carr asking if BPC could still hold the surplus Village Show funds as she is no longer a Cllr. Cllrs felt we should seek advice as to whether BPC should continue to hold funds for a resident or should they be returned to Nichola.

AP7: Clerk to check with KCC auditors.

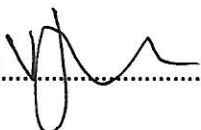
662. Closed Session

In accordance with meeting notes previously circulated to Cllrs it was **agreed** to slightly increase legal expenditure.

663. Close of Meeting

The meeting closed at 7.35pm.

664. Date of Next Meeting – Wednesday 5th October 2022 at 6.30pm

Signed.....


Date.....5/10/22.....