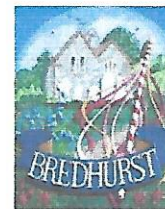


BREDHURST PARISH COUNCIL



**Minutes of the Ordinary Parish Council Meeting
Blacksmiths Barn,
Wednesday 5th January 2022 at 6.30pm**

Present: Cllr Vanessa Jones (Chair), Cllr Nichola Carr (Vice Chair), Cllr Dan Fifield, Cllr Steve Bowring, Cllr Chantelle Goodwin-Sword and Cllr Claire Sharp
Steve Hill – Clerk & RFO
Public: 1

523. Apologies for Absence

Borough Cllrs Bob Hinder and Anne Brindle – apologies accepted.

524. Declarations of Interest

Cllr Carr declared a pecuniary interest and left the room for item 531B as she is the applicant.
Cllr Goodwin-Sword declared a non-pecuniary interest and left the room for item 531B as she had already submitted her views to MBC.

525. Minutes of 1st December 2021 Parish Council Meeting

The minutes were agreed and signed by the Chair.

526. Police Briefing

There were no crimes reported in Bredhurst during the preceding month.
The new Police Office for Bredhurst is PCSO Caroline Honeysett.

527. Matters Arising (for information only)

Action Points from 01-12-21

Action Points 01-12-21	Actions	Clerk or Cllr	Completed or Agenda Item 05-01-22
AP1	Clerk to advertise Cllr vacancy	Clerk	Completed
AP2	Carry out minor play equipment repairs	Cllrs Bowring & Fifield	528a
AP3	Chase wetpour quotes Clerk liaising with insurance company	Cllr Fifield & Clerk	528b
AP4	Chase installation date for new drain cover	Cllr Jones & Cllr Fifield	528c
AP5	Purchase Hornbeam and advise on planting date	Cllr Carr	Completed
AP6	Provide quote for a remote heating thermostat	Cllr Fifield	Completed
AP7	Meet with local business re provision of defibrillator	Cllr Fifield	530
AP8	Clerk to update contract and inform gardener	Clerk	Completed

Previous Action Points

Action Points 01-09-21	Actions	Clerk or Cllr	Completed or Agenda Item
AP10	Publish updated policies	Cllr Jones	Completed

528. Community Playing Field

- a. Cllrs Fifield and Bowring reported damaged fencing. Minor repairs are partially completed.
AP1: Cllrs Bowring and Fifield to conduct minor repairs ASAP.
- b. Cllr Fifield confirmed he has received quotes to replace the wet-pour and is chasing up alternative solutions due to delay in receiving satisfactory estimates. BPC's insurers have been notified of a possible claim for repair.
AP2: Cllr Fifield to chase up wet-pour quotes and Clerk to deal with insurers.
- c. The contractor has confirmed delivery but is now not able to carry out the fitting. An alternative installation contractor to be arranged.
AP3: Cllr Fifield to progress installation of new drain cover.
- d. The quotation from Landscape Services was **agreed** on the condition that dates of work and proof of completion are notified to the Clerk. In addition, the areas/paths to be identified in the contract.
AP4: Clerk to liaise with Landscape Service.

529. Blacksmiths Barn

- a. A Hornbeam tree has been planted.
- b. Cllrs **agreed** to purchase a Hive remote heating thermostat system @ 265 + VAT.
AP5: Cllr Fifield to arrange the installation.

530. Defibrillator

BPC are awaiting clarification from The Bell regarding installation.
AP6: Cllr Fifield to progress discussions.

531. Planning

- a. **Lidsing Garden Development / Maidstone Borough Council Local Plan** – The closing date for representations to MBC has now passed. Concerns were expressed regarding the process MBC are using to count submissions. It was **agreed** to submit a Freedom of Information (FOI) request asking for their methodology and a detailed explanation of numbers/types of submissions. A meeting of the ALGD working group will consider the next steps to be taken. Cllrs were pleased with the strong letter of objections submitted by Medway Council.
AP7: Clerk to submit FOI
- b. **21/506626/Full** Conversion of an existing stable at Stud Farm to provide a new two-bedroom dwelling with associated parking, landscaping, private amenity space and external store - application resubmission to 21/503146/FULL. Cllrs **approved** this application and asked that it be referred to the MBC Planning Committee should officers be minded to refuse it.
AP8: Clerk to submit response.
- c. Other planning matters. **None.**

532. Finance

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

Account	Balance as of 31/12/21
Unity Trust Account	£42,824.12

- b. The following payments made out of meeting 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 – December 2021	8.82	1.76	10.58	--
102	Ecotricity November Bill	264.07	52.81	316.88	DF & NC
105	UTB Service Charge	18.00		18.00	--

* VAT to be reclaimed.

Payments for authorising at meeting

Ref	Details	Amount	VAT*	Total	Auth
103	Mona Cleaning – Barn Invoice December	45.00		45.00	VJ & DF
104	Cllr Carr – Hornbeam Tree + Stake and Guard	92.75	18.55	111.30	VJ & DF
DD	Business Stream Q3 Allotments Water	16.28		16.28	--

* VAT to be reclaimed.

Cllrs Vanessa Jones and Cllr Dan Fifield **agreed** to authorise the above payments.

c. Cllrs considered and **agreed** a proposed budget of £23,637 for 2022-2023.

d. It was **agreed** to set the 2022-23 precept at £22,658 which gives a Band D charge to residents of £112.56pa. The increase is mainly due to funding required to fight development at Lidsing and increased audit costs. It was noted that Blacksmith Barn continues to be self-sufficient and no funding from the precept is required.

AP9: Clerk to submit Precept form to MBC.

533. Reports from Parish Councillors.

None received.

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

None received.

535. Correspondence

a. Cllrs considered and **agreed** a request to hire The Barn for a Golden Wedding Anniversary gathering on condition that an additional payment is made to cover cleaning costs. The setting up/clearing away time to be extended to 30 minutes free of charge, hirer agrees no amplified music will be played and number of guests must not exceed 50 (subject to Covid restrictions at the time).

AP10: Clerk to inform the prospective hirer.

b. A request to hire The Barn for a child's party was **denied** as it is not suitable venue for such an event.

AP11: Clerk to inform the prospective hirer.

c. A resident has surplus compost and would like to donate it to the community for use on the allotments or for residents' gardens. Residents should contact the Clerk for more information.

AP12: Clerk to advertise to residents.

d. A resident has requested BPC to contact Medway Council regarding the future use of the Kings Ferry car park. It was agreed to write to Medway Council and Cllrs also suggested that the resident also contacts Medway Council direct.

AP13: Clerk to write to Medway Council and respond to the resident.

536. Closed Session

a. 19/20 Auditor – Cllrs **agreed** a response to the relevant authority.

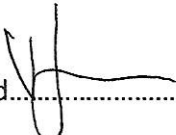
AP14: Cllr Jones to draft response.

b. Staffing – (Clerk left meeting for this item) Cllrs **agreed** to increase the Clerk's hours from 45 to 50 per month from 1st January 2022, to pay 15 hours overtime and to allow 5 days annual leave to be carried over and pay the remaining balance.

537. Close of meeting

The meeting closed at 8.10pm.

538. Date of next meeting – Wednesday 2nd February 2022 at 6.30pm

Signed.....


Date.....2/2/22.....