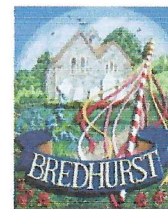


# **BREDHURST PARISH COUNCIL**

**Minutes of the Ordinary Parish Council Meeting  
Blacksmiths Barn  
Wednesday 11<sup>th</sup> January 2022 at 6.30pm**



**Present:** Cllr Vanessa Jones (Chair), Cllr Chantelle Goodwin-Sword (Vice-Chair), Cllr Steve Bowring, Cllr Claire Sharp, Cllr Richard Collins, and Cllr Lee Gooda (from agenda item 717).  
Steve Hill – Clerk & RFO.  
Public - 0

**715. Apologies for Absence**

Cllr Dan Fifield – apologies accepted.

Cllrs noted that Borough Cllr Heidi Bryant has only attended one BPC meeting in nearly two years, no contact has been made by Borough Cllr Bob Hinder for some months and, although Borough Cllr Brindle does not always attend, she usually gives apologies.

**AP1: Clerk to contact Borough Cllrs to clarify their future intentions.**

**716. Declarations of Interest**

None declared.

**717. Parish Councillor Vacancy and Co-Option of Cllr**

Lee Gooda was co-opted to join Bredhurst Parish Council. Welcomed and **agreed** by all Cllrs.

**AP2: Clerk to deal with set-up processes.**

**718. Minutes of 7<sup>th</sup> December 2022 Parish Council Meeting**

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

**719. Police Briefing**

No reported crimes. The Clerk continues to liaise with the Police regarding speed checks in the village.

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

**Action Points from 07-12-22**

Action Points	Actions	Clerk or Cllr	Completed or Agenda Item 11-01-23
AP1	Cllr vacancy to be advertised on FB, WhatsApp & Website.	Cllr Jones	Completed
AP2	Chase Savills re BPC's payment of outstanding balance.	Cllr Jones	Completed
AP3	Instruct playground company to start inspections from March.	Clerk	Completed
AP4	Obtain quote for additional external light.	Clerk	Completed
AP5	Update Conditions of Hire document.	Cllr Jones	Completed
AP6	To obtain three re-decoration quotes for Barn.	Clerk	Completed
AP7	To post on WhatsApp to canvass opinion.	Cllr Jones	Completed
AP8	Chase insurance company re damage to wall o/s the Bell.	Clerk	723a
AP9	Inform hedge cutting contractor their 3-year quote is accepted.	Clerk	Completed
AP10	To obtain quote to clean Barn windows regularly.	Clerk	722c
AP11	Respond to MBC Design and Sustainability DPD.	Clerk	Completed
AP12	Respond to Planning request 22/505429/FULL.	Clerk	Completed
AP13	Respond to Redrow's request for comments re Blowers Wood.	Clerk	Completed
AP14	Submit precept form to MBC when received.	Clerk	Completed
AP15	Return Village Show funds to Chair of the Show Committee.	Clerk	Completed

**721. Community Playing Field**

- a. Savills confirmed BPC may make additional payments of £190.30 in July 23, July 24 and July 25, upon receipt of invoices to clear rent arrears.
- b. Cllrs **agreed** to extend Landscape Services contract for field and village maintenance for a further three years.  
**AP3: Clerk to inform contractor.**
- c. In line with recommendations in the recent playground inspection report, Cllrs **agreed** to obtain quotes for the purchase of new signs.  
**AP4: Clerk to obtain quotes.**

**722. Blacksmiths Barn**

- a. Cllrs ratified their decision made by email to install an external light. This has now been fitted.
- b. Three internal re-decoration quotes requested. Two received. Cllrs agreed the cheaper one. Work to be funded from the ringfenced Blacksmiths Barn budget.  
**AP5: Cllr Jones to notify contractors.**
- c. Clerk has requested a quote for cleaning the outside of The Barn windows once a month.  
**AP6: Clerk to chase up quote.**
- d. Barn bookings have increased with a new Yoga class to be held on Thursday evenings and Pilates Thursday mornings. A promotional flyer to be designed and distributed.  
**AP7: Cllr Goodwin-Sword to design flyer.**

**723. Village Maintenance**

- a. The Bell's delivery driver continues to deny liability for damaging the wall outside The Bell despite video evidence showing the vehicle rocking from side to side as it drove over the wall. Cllr Jones to speak with Greene King direct to try to resolve matter.  
**AP8: Cllr Jones to contact Green King.**
- b. Cllrs considered KCC Highway's response to BPC's complaint regarding the standard of recent work. Cllrs felt there were many anomalies with their reply. BPC to request a meeting with a KCC Highway's official.  
**AP9: Clerk to contact KCC Highways.**

**724. Planning**

- a. Cllr Jones informed the meeting that the Planning Inspector's decision is awaited regarding MBC's Local Plan Review which includes the Lidsing Garden Development.
- b. 22/505361/FULL | Demolition of existing garage and erection of dwellinghouse with associated landscaping | Anerley Forge Lane Bredhurst Kent ME7 3JW. Notification of this application was received after BPC's December meeting so, as is normal protocol, BPC asked MBC for an extension to the 30th December deadline. BPC emailed the Planning Department twice, but no response was received, therefore, Cllrs were unable to discuss this application. Cllr **agreed** a complaint to be made to MBC.  
**AP10: Clerk to send complaint.**

**725. Finance**

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

Account	Balance as of 31/12/22
Unity Trust Account	£30,718.12

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

**Payments made out of meeting.**

Ref	Details	Amount	VAT*	Total	Auth
DD	Onecom – Dec 2022	29.46	5.89	35.35	CS & CGS
DD	Bytes Software Services Ltd – Dec 2022	8.77	1.75	10.52	CS & CGS
DD	UTB Service Charge	18.00		18.00	CS & CGS
129	Ecotricity - Dec	298.65	59.74	358.39	CS & CGS
DD	Business Stream – Allotment Water Bill	1.72		1.72	CS & CGS
130	HMRC – PAYE – Outstanding Pay	--	--	--	CS & CGS
131	Clerks Salary – Outstanding Pay	--	--	--	CS & CGS
132	Clerks Salary + Office Rental - Jan	--	--	--	CS & CGS
133	HMRC – PAYE – Jan	--	--	--	CS & CGS

\* VAT to be reclaimed.

**Payments for authorising at meeting.**

Ref	Details	Amount	VAT*	Total	Auth
134	Lucanus - VTA Remedial Work	125.00		125.00	CS & CGS
135	Pinnacle Electrical Services - Barn WC Light - 3602	150.00	30.00	180.00	CS & CGS
136	Clerk - A4 Xerox Colotech - Inv. 4326733	20.61	4.12	24.73	CS & CGS
137	Cllr Jones - Litter Picking Equipment - Storage Box	18.33	3.67	22.00	CS & CGS
138	Cllr Jones - The Barn, Housekeeping Provisions	15.20	3.05	18.25	CS & CGS
139	Every Little Nook - Dec 2022	32.00		32.00	CS & CGS
140	Pinnacle Electrical Services - Hall/Flood Light 3630	250.00	50.00	300.00	CS & CGS
141	Savills - Community Field Rental Q4 22-23 67554	137.50		137.50	CS & CGS
142	Clerk - Cartridge Save 3 Colour Ink 6918073	41.41	8.28	49.69	CS & CGS

\* VAT to be reclaimed

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

- c. Cllrs received and accepted the Q3 2022/23 budget report.
- d. Cllrs have checked their UTB authorisation status. Only Cllr Bowring reported a problem which he is dealing with.
- e. Q3 VAT claim is now due for submission. Clerk to submit to HMRC.

**AP11: Clerk to submit claim.**

**726. Reports from Parish Councillors**

None received.

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

None received.

**728. Correspondence**

Cllrs discussed an email received from a resident regarding traffic issues.

**AP12: Clerk to respond to resident.**

**729. Closed Session – Staffing**

Clerk informed Cllrs he is now working for another PC but also wishes to continue working for BPC. Cllrs and Clerk agreed to monitor the situation for the next three months.

**730. Close of Meeting**

The meeting closed at 8.20pm.

**731. Date of Next Meeting – Wednesday 1<sup>st</sup> February at 6.30pm**

Signed.......... Date.....11/2/23.....