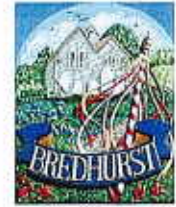


**BREDHURST PARISH COUNCIL**  
 Minutes of the Ordinary Parish Council Meeting  
 Blacksmiths Barn  
 Wednesday 11<sup>th</sup> October 2023 at 6.30pm



**Present:**

Cllr Jones (Chair), Cllr Bowring (Vice Chair), Cllr Collins, Cllr Harwood  
 Clerk and RFO – Helen Elstone  
 Public – None

**839. Apologies for Absence**

Cllr Sharp, Cllr Gooda, MBC Cllr Bryant.

**840. Declarations of Interest**

None

**841. Motion to exclude the press and public from the meeting during the closed session.**  
 Agreed by Cllrs.

**842. Minutes of 5<sup>th</sup> September 2023 Parish Council and Personnel Meeting**  
 The minutes were **agreed** by Cllrs and signed by the Chair.

**843. Police**

Nothing to report.

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

**Action Points from 05-09-23**

Action Points	Actions	Clerk or Cllr	Completed or Agenda Item
AP1	Clerk to advise contractor to carry out playground repairs	Clerk	Completed
AP2	Defer to next meeting	Clerk	846
AP3	Clerk to advise contractor to carry out works	Clerk	Completed
AP4	Cllr Jones to contact vendor	Cllr Jones	Completed
AP5	Clerk to request exact dates for spraying to monitor	Clerk	Completed
AP6	Cllr Jones to ask contractor to replace reflector on bollard	Cllr Jones	Completed
AP7	Quote to be obtained to replace metal structure	Cllr Jones	847b
AP8	Clerk to chase	Clerk	849c
AP9	Clerk to arrange purchase	Clerk/Cllr Jones	Completed
AP10	Details to be added to BPC website	Cllr Jones	Completed
AP11	Clerk to monitor publications	Clerk	Ongoing
AP12	Clerk and Chair to investigate arrears and pay if necessary	Clerk/Chair	Completed
AP13	Response to be issued by 22 <sup>nd</sup> September	Clerk	Completed
AP14	Personnel Committee to be convened	Chair	Completed
AP15	Clerk to re-circulate email	Clerk	Completed

#### 845. Playing Field

Safepay have been instructed to complete the repair of those items marked as medium risk in their monthly inspections. Further details awaited regarding the works.

**AP1: Clerk to discuss with contractor.**

#### 846. Blacksmiths Barn

- a. Cllrs considered two quotations received for the update of the Health and Safety procedures documentation. It was agreed that Cllr Jones meet with the contractor A to discuss amendments required. A level of expenditure was agreed as detailed in the meeting notes.

**AP2: Cllr Jones to meet with contractor.**

- b. Tree stump in garden – Cllr Jones proposed that discussions are held with a contractor regarding making the stump a feature. Agreed

**AP3: Cllr Jones to meet with contractor.**

#### 847. Village Maintenance

- a. Cllr Jones reported that KCC Highways have agreed the installation of 20mph repeaters along The Street, Dunn Street and Forge Lane. Signs will be changed in Hurstwood Road with the 20mph speed limit extended to the Church. Bredhurst Parish Council would like to thank Greg McNicholl, KCC Highways, for his help with these matters.

**AP4: Cllr Jones to send letter of thanks to KCC.**

- b. 20mph bin stickers have been issued to residents and should be placed on waste bins. Residents not wishing to display these are asked to return them to either Blacksmiths Barn or Cllr Jones.
- c. Village sign – Cllrs considered two quotations for the repair of the main top frame section. It was agreed that Contractor B be instructed to complete the work in accordance with the meeting notes.

**AP5: Clerk to instruct contractor.**

- d. It was proposed to obtain quotes to re-paint the railings in Forge Lane and The Street.

**AP6: Clerk to obtain quotes.**

#### 848. Planning

- a. MBC have announced a public consultation on the proposed main modifications to the Maidstone Local Plan Review Draft Plan for Submission. The purpose is to allow for comments to be received on the proposed Main Modifications. These will be used to inform the inspector's final conclusions on the plan. The consultation runs from 5.00pm on Friday 29 September 2023 to 5.00pm on Monday 13 November 2023. You can review and comment on the documents by using the online Consultation Portal -

<https://maidstone.objective.co.uk/kse/>

Bredhurst Parish Council has instructed our barrister to draft our response.

- b. Medway Council have launched a consultation on their Local Plan. The consultation period closes on 31 October 2023. Further details can be found at

[https://www.medway.gov.uk/info/200542/medway\\_local\\_plan\\_2040](https://www.medway.gov.uk/info/200542/medway_local_plan_2040)

Bredhurst Parish Council will submit a response. **AP 7**

- c. ENF/22/500658/CHANGE – Land adjacent to Hurst House, The Street, Bredhurst – breach of planning permission resolved.

- d. 23/503936/FULL: Partial demolition and conversion of existing redundant stable building to a single dwellinghouse with associated parking, ecological enhancements and landscaping (resubmission of 22/505429/FULL) - The Old Stable Dunn Street Road Bredhurst Gillingham Kent ME7 3LY – Decision ratified to approve the application and, if officers are minded to reject the application, it is called in to the Planning Committee.

- e. 23/504248/FULL: Demolition of garage, rear extension and removal of front and rear dormers. Erection of single storey rear extension with light lantern, incorporating first floor rear extension, insertion front rooflights, front and rear dormers, rear Juliet balcony and new windows. Erection of first floor extension, creating covered porch area beneath. Erection of garage with rooflights. - Cabana The Street Bredhurst Gillingham Kent ME7 3LH – Councillors agreed the application.

*AP 8 - BPC to submit response*

**849. Finance**

- a. Councillors received and accepted the financial statement and bank reconciliation.

Unity Trust Bank Account as at 11.10.23	£46,779.01
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- b. To authorise payments made out of and at meeting.

**Payments made out of meeting.**

Ref	Details	Amount	VAT*	Total	Auth
89	H Elstone – Salary and Office September	-	-	-	STO
90	Safeplay Playground Inspections – Inv. 24769	52.50	10.50	63.00	CS/DF
91	Ecotricity – Inv. 4144332	45.08	3.28	48.36	CS/DF
92	Bytes – Inv. 1174674	8.77	1.75	10.52	DDR
93	Onecom – Inv. 855358	33.70	6.74	40.44	DDR
94	Savills – Outstanding amount 2021	70.90	-	70.90	CS/DF
95	Landmark Chambers	1500.00	300.00	1800.00	CS/DF
96	Unity Trust Bank Charges	18.00	-	18.00	STO

\* VAT to be reclaimed.

**Payments for authorising at meeting**

Ref	Details	Amount	VAT*	Total	Auth
97	Savills – Inv. 860360	137.50	-	137.50	SB/VJ
98	V Jones – Garden Refuse Bin and Sundries	97.50	-	97.50	SB/CS
99	Every Little Nook – September	61.50	-	61.50	SB/VJ
100	Rachel Ford – September	150.00	-	150.00	SB/VJ
101	Managed Technology – August/Inv. 149964	23.56	4.71	28.27	SB/VJ
102	Managed Technology – July/Inv. 148671	7.43	1.49	8.92	SB/VJ
103	Managed Technology – May/Inv. 146502	2.77	0.55	3.32	SB/VJ

\* VAT to be reclaimed

- c. Noticeboard grant – the Clerk advised that a response was awaited from MBC in respect of their noticeboard policy.
- d. The 2022-2023 Audit of Accounts has been completed and the notice of completion has been published. All items identified as scope for minor improvement noted.  
2023-2024 Internal Audit – we are awaiting a date for the completion of stage 1.
- e. Q2 Budget Monitoring – no issues for concern.

**850. Report from Parish Councillors**

Cllr Bowring had tried to log in to the recent KALC meeting without success.

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

In response to a request from Cllr Jones, KCC have cut back the vegetation on the Forge Lane bridge and will return shortly to clear mud from the path.

Following pressure from Cllr Jones, extensive highways works will soon be carried out throughout Boxley and Lidsing. This will include carriageway repairs and white lining.

There are alterations planned at the crossroads of Dunn Street, Lidsing Road and Yelsted Lane, date of work to be advised.

Cllr Jones reported seven incidents of fly tipping last weekend across Boxley Ward. All were cleared by MBC within 2 days.

**852. Correspondence**

None

**853. Closed Session**

Cllrs thanked Helen Elstone for her work with Bredhurst Parish Council and wished her every success with her new business. A replacement Clerk has been appointed.

Other matters discussed, minuted separately.

**854. There being no further business the meeting closed at 7.45pm.**

**Date of Next Meeting: 8<sup>th</sup> November 2023**

8/11/23