

BREDHURST PARISH COUNCIL

**Minutes of the Parish Council Meeting
held in Blacksmiths Barn
on Tuesday 16 January 2024**



Present:

Cllr Steve Bowring (Chair), Cllr Richard Collins, Cllr Dan Gooda, Cllr Sue Harwood and Cllr Claire Sharp.

Clerk– Mrs Wendy Licence

County Councillor Sir Paul Carter

Borough Councillor Vanessa Jones

Cllr Bowring welcome everyone to the meeting.

882. Election of Chairman

It was **AGREED UNANIMOUSLY** to elect Cllr Bowring as Chairman for the meeting.

Cllr Bowring thanks Vanessa Jones for serving the Parish Council for over twenty-one years. The Council appreciates her sterling contribution to the Council and the village.

883. Apologies of Absence

Apologies had been received from Cllr Dan Fifield (work); apologies accepted.

884. Declarations of Interest

None were declared.

885. Minutes of 13 December 2023 Parish Council Meeting

a) To consider the minutes of the previous meeting and, if in order, sign as a true record.

The minutes were amended. It was **AGREED UNANIMOUSLY** to accept the minutes as a true record, Cllr Bowring duly signed the minutes as a true record.

b) Matters arising from the minutes.

| | Actions | | Completed or agenda item |
|----------|-----------------------------------|-------|---|
| 1 | Planning responses | Clerk | Completed |
| 2 | Accept monthly inspection quote | Clerk | Completed |
| 3 | Accept swing repair quote | Clerk | Completed |
| 4 | Accept tree work quote | VJ | |
| 5 | Send Clerk notice board dimension | VJ | SB completed |
| 6 | Obtain notice board quotes | Clerk | Item 890b |
| 7 | Check CPRE membership | Clerk | May 2021 last membership |
| 8 | check audit fee | Clerk | 2 visits at £368 for 2023/24 total £736 |

Public Participation Time

No members of the public were present.

886. Visitors

a) Borough Councillors: to receive report.

MBCLl Jones reported that the Audit, Governance and Standards Committee has reviewed the Code of Conduct, this will go out for consultation with parishes.

MBCllr Jones thanked Sally Evans at Kent Downs National Landscapes for the completion of works in Bredhurst Woods.

b) County Councillor: to receive report.

KCCllr Carter reported that he had been working with Boxley Parish Council regarding the proposals at Lidsing and that he had represented them at the Public Inquiry. There would be a major issue for the road network and KCC Highways responded well against the proposal. The poor level of pothole repairs is very frustrating.

887. Planning

a) To receive an update regarding MBC's Local Plan Review / Lidsing Garden Development.

The Planning Inspector is running a consultation on technical documents relating to the Local Plan, comments due by 14 February 2024.

ACTION 1: Clerk to request an extension of time to comment so the Council can obtain legal advice and expert advice.

It was **AGREED UNANIMOUSLY** for Mrs Jones, former Parish Councillor, to liaise with Barrister and experts for advice.

ACTION 2

b) Ref: 23/505640/FULL

Address: Woodfield White Hill Road Detling Kent ME14 3HH

Proposal: Conversion of existing former stable building to a holiday-let, with associated external alterations, biodiversity enhancements and parking provision.

Councillors considered the application and **AGREED UNANIMOUSLY** to support the proposal.

c) To receive an update on planning matters.

Ref: 23/504973/FULL Address: 2 Yew Tree Place The Street Bredhurst Kent ME7 3LJ

Proposal: Conversion of garage and block up existing garage door and insert new window.

Application permitted.

888. Open Space

a) To consider annual visual tree inspection report.

Councillors considered the report and noted that the quote to clear the ivy had been accepted.

b) To consider quotation for grounds maintenance

Councillors noted the Landscape Services quote of £ 2,334.27; currently year two of three-year agreement.

889. Blacksmiths Barn

Bookings are going well, all very positive.

890. Village Maintenance

a) To receive an update on highway matters.

Road closure notices have been posted on the website.

b) To consider quotation for village notice board

Decision deferred until grant money received.

c) Other village maintenance matters.

The swings have not been replaced yet.

ACTION 3: Clerk to contact contractor.

891. Finance

- a) To receive financial statement and bank reconciliation.
The bank reconciliation was agreed and signed.

- b) Payment's list: to consider invoices for payment.
Payments made out of meeting

| Details | Amount | VAT | Total |
|-------------------------------|--------|------|-------|
| Bytes | 8.77 | 1.75 | 10.52 |
| Mrs W Licence- salary/ office | | | - |
| HMRC- PAYE | | | - |
| OneComm SVS Ltd- 888169 | 33.70 | 6.74 | 40.44 |
| Unity Trust Bank- fees | 18.00 | | 18.00 |

Payments for approval

| Details | Amount | VAT | Total |
|---|--------|--------|---------|
| Savills- land rent | 137.50 | | £137.50 |
| Ecotricity- Blacksmith Barn utility | 519.39 | 103.88 | £623.27 |
| Spy Alarms Ltd- annual maintenance | 179.00 | 35.80 | £214.80 |
| Spy Alarms Ltd- replacement battery | 45.00 | 9.00 | £54.00 |
| TMPI Ltd- annual play area inspection | 235.00 | | £235.00 |
| Every Little Nook- cleaning | 32.00 | | £32.00 |
| Kent County Council- internal audit 1 st visit | 368.00 | 73.60 | £441.60 |
| Megan Richardson- deposit refund | 100.00 | | 100.00 |
| Mrs W Licence- salary/ office | | | - |
| HMRC- PAYE | | | - |

Councillors **AGREED UNANIMOUSLY** to authorise the payments.

- a) Half year internal audit 2023/24.
Councillors considered the Independent Internal Auditor's report and noted errors.
ACTION 4: Clerk to contact auditor.
- b) Precept 2024/25.
Councillors **AGREED UNANIMOUSLY** to set the precept at £32,327. This will make the Band D charge £160.35, an increase of 5%. The Precept form was duly signed by Cllr Bowring and the Clerk.
ACTION 5: Clerk to submit the Precept form.
- c) Any other financial matters
Councillors **AGREED UNANIMOUSLY** to set a budget of £12,000 for further legal and expert advice.

892. Report from Parish Councillors

There was nothing to report.

893. Correspondence

Concern has been raised that some dogs are not being kept securing and have escaped. Dog owners need to keep their animals under control. If the problem persists, the Dog Warden will be contacted.

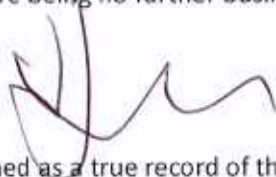
894. Closed session- Staffing Update

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 it was resolved that, because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting during consideration of staffing matters

Update given.

Date of Next Meeting:

There being no further business, the meeting closed at 8.45pm

A handwritten signature in black ink, appearing to be a stylized name, possibly 'J. Smith' or similar, written over the text 'Signed as a true record of the meeting:'.

Signed as a true record of the meeting:

Chair

Date: 13 March 2024