

# BROOKLAND PARISH COUNCIL

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## MINUTES 158

### Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland on Monday 19 June 2017 at 7.15 pm

**PRESENT:** Councillor, Mrs S Saxby (Chair), Councillor Mrs K Coleman,  
and Councillor Mrs V Wallington

**PARISH CLERK:** Mrs J Batt

**DISTRICT COUNCILLORS:**

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There were no Members of the Public present.

**1. APOLOGIES FOR ABSENCE**

There were no Apologies for Absence.

**2. DECLARATIONS OF INTEREST**

**Declarations of Pecuniary Interest**

There were no Declarations of Pecuniary Interest.

**Declarations of Significant Interest**

There were no Declarations of Significant Interest.

**i) Updating of Declarations of Interest for the Code of Conduct**

The Clerk reminded Councillors that they should update their Declarations of Interest with the Monitoring Officer if necessary.

**3. ACCEPTANCE OF MINUTES**

Referring back to the April minutes – There were no Members of the Public present.

Cheque paid to M Coleman should have read 841 not 840.

The file copy was amended to reflect these alterations.

Minutes 157 of the meeting held on 15 May 2017 were accepted and it was unanimously agreed that councillor Saxby should sign them

**Proposed Councillor Wallington    Seconded Councillor Coleman**

**4. PARISH COUNCIL WEBSITE**

It was agreed to offer the Village Hall Committee a page on the website. Mrs Wallington will speak to the committee.

**5. MATTERS FOR REPORT ARISING FROM PREVIOUS MINUTES**

There were no Matters Arising not covered on the agenda.

**6. PUBLIC INTERVAL**

There were no Members of the Public present.

**7. CHAIRMAN'S REPORT**

A resident has asked for permanent dog fouling signs along the High Street and Councillor Saxby asked her to obtain some prices and the council will discuss contributing towards them.

**8. CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS****Correspondence**

Clerk ad Councils Direct

Seafarers UK

Natwest Bank – Mandate for completion

**Email Correspondence – all emails forwarded to councillors with email**

Councillors did not bring any emails to the attention of the meeting

**Bank Reconciliation**

<b>Balance per Cash Book</b>		<b>Balance at Bank</b>	
Opening Balance	50052.30	Current Account	<b>52117.52</b>
Plus Receipts	<u>9125.06</u>	Plus u/c receipts	<u>0.00</u>
	<b>59177.36</b>		<b>52117.52</b>
Less Payments	<u>5489.75</u>	Less u/c cheques	1753.33
	<b>53687.61</b>		<b>50364.17</b>
Less Earmarked funds	<b>28161.93</b>	Plus Reserve a/c	<u>3323.36</u>
<b>Available Funds</b>	<b>25525.68</b>		<b>53687.55</b>
		Less Earmarked Funds	<b>28161.93</b>
		<b>Available Funds</b>	<b>25525.62</b>

**Earmarked Funds**

	<b>Balance 15 May 2017</b>	<b>+/- June</b>	<b>Balance 19 June 2017</b>
Youth Area Expenses	1688.93		1688.93
Youth Area Rent Budget	800.00	+100.00	900.00
War Memorial	28.00		28.00
Notice Board	835.43		835.43
Cemetery Maintenance Grass Cutting – June Spraying Weeds Grass Adjustment Budget 2017/2018	17475.40	150.00 80.00 + 60.00 +2060.00	19365.40
Village Hall Grass	NIL		
Tree Maintenance Budget 2017/2018	2350.00	+500.00	2850.00
Election Expenses	2494.17		2494.17
<b>TOTAL</b>	<b>25671.93</b>	<b>2490.00</b>	<b>28161.93</b>

**Accounts to be paid**

<b>PAYEE</b>	<b>CHQ NO</b>	<b>DESCRIPTION</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS £</b>
Mrs J Batt	851	Salary General Admin Expenses	191.01 8.76 9.90		209.67
The Post Office	852	Income Tax	143.20		143.20
Clive Stanley	853	Webmaster Services	130.00		130.00
M Coleman	854	Grass Cutting Weed Killing	150.00 80.00	46.00	276.00
Mr R Velvick	855	Grave Digging	325.00		325.00

**Risk Assessment**

The next Risk Assessment is due in September.

**9. CEMETERY****Arrangements for Clearance of Rubbish from Cemetery**

Trident Waste has been contracted to supply and empty the bin in the cemetery and Councillor Saxby signed the Annual Controlled and Waste Description Note.

**Cemetery Fence**

Defer to next meeting. Councillors will investigate different types of natural hedging.

**Registering of Memorial Garden**

Nothing to report.

**Request for a Memorial**

The applicant failed to state the material to be used. Once this has been ascertained councillors will make a decision.

**10. YOUTH AREA****Lease between Parish Council and Savills**

**Resolution:** Councillors unanimously agreed the contents of the lease between the Parish Council and the Crown Estates and Councillor Saxby signed the document, witnessed by Councillor Wallington, Councillor Coleman and The Clerk.

**Proposed: Councillor Saxby      Seconded: Councillor Wallington**

**11. PLANNING**

Please see attached list.

**Any other matters related to Planning issues within the Parish**

No other matters were brought to the attention of the meeting.

**12. VILLAGE RESPONSIBILITIES****Items to be reported to Kent Highway Services/PROW/IDB**

The Clerk will ask Ivychurch Parish Council whether we could hire their flashing speed signs and ask KHS for additional 30mph roundels to provide clearer signage along Old Rye Road leading to Salters Lane, Straight Lane and The High Street.

**13. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS**

There being no other business the meeting closed at 8.25 pm.

Signed ..... Dated .....  
Chairperson

**DRAFT**

# BROOKLAND PARISH COUNCIL

## PLANNING APPLICATION RECORD

### 2017

#### JUNE 2017

Y17/0693/SH Mulberry House, High Street, Brookland, Romney Marsh, Kent  
Pollard to a maximum of 50% of the existing height of a black poplar tree situated within a conservation area  
**Parish Council: Object as this is an endangered, protected, native hardwood tree.  
The applicant should take professional advice before commencing work**

#### Decision Notices received from SDC

Y17/0008/PA Nobbs Hall Old House Lane Brookland Romney Marsh Kent TN29 9RH  
Determination as to whether prior approval is required under Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 for the change of use and conversion of 3 agricultural buildings to 3 No. dwelling houses  
**District Council: Prior Approval Refused**