

# BREDHURST PARISH COUNCIL



**Minutes of the Ordinary Parish Council Meeting held at Bredhurst CE Primary School,  
on Wednesday 5<sup>th</sup> July 2017 at 6.30pm**

**Present:** Cllr Vanessa Jones (Chair), Cllr Nichola Carr (Vice-Chair), Cllr Steve Bowring, Cllr Louise Ferne, Cllr David Hales, Cllr Wendy Hinder (MBC), Bex Ratchford (Clerk)  
Public: 35

#### **40. Apologies for absence**

Apologies were received from Cllr Greer and Cllr Butler (MBC) due to a borough council engagement.

#### **41. Declarations of interests**

Cllr Carr declared a non-pecuniary interest in item 49a as a close neighbour.

#### **42. To approve the minutes of the meeting held on 7<sup>th</sup> June 2017**

The minutes were **agreed** as an accurate record of the meeting and were signed and dated by the Chair.

#### **43. Police briefing**

PCSO Adlington was not present and no briefing was available. **Action 1: Clerk to contact PCSO.**

The meeting adjourned for a short public session but there were no matters raised.

#### **44. Matters arising (for information only)**

- a. AP1: signs have not yet been purchased but possible designs are being looked at to include the Kent Police and MBC logo.
- b. AP2: weed killing contractor contacted, should now have taken place. **Action 2: Clerk to check with contractor.**
- c. AP3: Email sent to KCC thanking them.
- d. AP4: landowner still needs to be contacted regarding the fence.
- e. AP5: agenda item 47.
- f. AP6: pavement survey requested but these are not done. Three incidents logged with KCC which will be looked at.
- g. AP7: letter regarding planning issues has been sent.
- h. AP8: meeting with developer arranged for next week.
- i. AP9: planning comment made.

#### **45. Playing field**

A letter from Savills (the land agent acting on behalf of the Diocese of Rochester, the landowner) clarifying the situation and detailing progress to date was read out. Until now, all parties had been asked to keep discussions confidential. The letter confirmed that discussions have been ongoing since December and that some of the original issues have now been resolved: the gates from Fir Tree Grove will be allowed to remain with no recourse to the

parish council; the church shop can remain in situ and will in future be on land leased by the village hall; the right of pedestrian access from Hurstwood Road will be formalised within the new lease. It stated that some form of screening or fencing along the boundary with the hall was a sensible conclusion and confirmed that should the lease not be renewed, BPC would be required to remove all play equipment prior to the termination of the lease.

Members of the public were invited to comment. A resident read out a statement on behalf of a number of residents, stating that there was no need for fencing, there was no problem with people drinking alcohol in the toddlers' play area and installing a fence would raise Health and Safety issues.

Questions were asked about the type and location of proposed fencing and the cost. The proposal is to install a close board fence at the rear of the village hall garden instead of the current chain link fencing, to deter inappropriate uses of the field by hall hirers, to maintain a safer environment for residents to enjoy the field and to help reduce BPC's liabilities. It is also proposed to install a gate at the rear southeast corner of the village hall to allow vehicular access and a pedestrian gate at the rear of the church shop. Three quotes have been received, ranging between approximately £2500 and £3600. A generous contribution of £1800 towards costs has been offered from a confidential source. A donation of £100 has also been received from a member of St Peters Church congregation towards the upkeep of the field, and this could be used towards fencing costs. Cllr Jones proposed postponing the decision on the lease renewal and undertaking a written consultation with registered electors. Cllr Ferne proposed agreeing the lease renewal and undertaking a consultation on the installation of a fence with registered electors. The proposal from Cllr Jones was seconded by Cllr Bowring and **agreed** by Cllrs Carr and Hales. **Action 3: Clerk to organise and administer consultation.** No decision could therefore be made on maintenance of the play equipment.

#### **46. Village maintenance**

The line painting has been scheduled by KCC Highways and they will be refreshed once the school has closed for the summer holidays. There would be no benefit to changing the lights on the beacons. The contractor is aware the Medway side of the bridge was painted; this was done to ensure continuity. The remaining work will be done when contractors are available.

#### **47. Financial Regulations**

Due to new procurement regulations being suggested by the internal auditor, this was deferred until next meeting.

#### **48. Risk Assessments**

The updated Risk Assessments (general, litter pick and fire hydrant review) were **agreed**.

#### **49. Planning**

- a. Cllr Carr left the room for this item. 17/501784 – Channing Farm Barn – proposed barn conversion to dwelling – amended drawings received. There is very little change to the original application – extra ground behind for turning. It was **agreed** to make no comment.
- b. Cllr Carr left the room for this item as a member of the public wished to comment on 16/505261 – 4 Willis Cottages – retrospective application for erection of a single storey log cabin for use as garden summer house. It was requested that the matter now be closed.

## 50. Finance

- a. The internal audit report was reviewed. Thanks were expressed to the clerk for her hard work and diligence. An issue highlighted was the website and its slow operational speed; this will be monitored, as many other councils are transferring to other website hosts.
- b. The financial statement and bank reconciliation were reviewed and accepted. A donation of £100 has been received from a member of the church for the upkeep of the field. The £250 excess has been reclaimed from the insurance company for the AONB sign.

| Account         | Balance as of<br>30/06/17 |
|-----------------|---------------------------|
| Current Account | 500.79                    |
| Reserve Account | 22701.72                  |
| <b>Total</b>    | <b>23202.51</b>           |

- c. Payments were **agreed** as follows:

| Cheque | Payment  | Amount |
|--------|--|--------|
| BACS   | Bex Ratchford – wages and office rental                  | 422.22 |
| 1416   | Bex Ratchford – expenses (25.96) and extra hours (36.54) | 62.50  |
| 1417   | David Buckett – internal audit                           | 274.05 |

## 51. Reports from parish councillors

Cllr Bowring had attended the Police Open Day and noted that the first PCSO on horseback is now in operation in New Ash Green and it is hoped other parishes will follow suit. Cllr Jones had attended a meeting with the Old Chalk New Downs project and is hopeful of securing some funding for Bredhurst. Cllr Carr has reported the caravan that has been dumped in Yelsted Lane.

## 52. Reports from borough and county councillors (if present)

Cllr Hinder reported problems with KCC Highways.

## 53. Correspondence

All correspondence was noted.

- a. Cllr Bowring and Cllr Jones will attend the Mayor's Garden Party. **Action 4: Clerk to inform Mayor's office.**
- b. A call for evidence regarding HGVs using unsuitable roads was passed on to a resident who had previously expressed an interest in this issue but he had no evidence to supply.
- c. Information from KFRS regarding hydrant checks was noted and Bredhurst is well covered.

The meeting adjourned for a short public session. A further response was requested to questions asked by BVH.

## 54. Playing field lease terms (closed session)

It was not possible to discuss this as no decision had been made about the renewal of the lease.

## 55. Close of meeting

The meeting closed at 8.30pm.

**Please note that there is no meeting in August.**

The next meeting will be held on **Wednesday 6<sup>th</sup> September 2017** at 6.30pm.

Signed.....

Date.....

DRAFT