

# BRENZETT PARISH COUNCIL

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## MINUTES 59

### Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brenzett on Tuesday, 26 June 2018 at 7.30 pm

**PRESENT:** Mrs J Webb (Chair), Mrs A Beeching, Mrs J Thompson,  
and Mr N Fisher

**PARISH CLERK:** Mrs J Batt

**BOROUGH COUNCILLOR:**

**COUNTY COUNCILLOR:** Mr A Hills

**MEMBERS OF THE PUBLIC:** There were 4 Members of the Public present.

**1. APOLOGIES FOR ABSENCE**

Mr Harrison sent an email to say he could not attend the meeting.

**2. DECLARATIONS OF INTEREST**

**Declarations of Pecuniary Interest**

There were no Declarations of Pecuniary Interest.

**Declarations of Significant Interest**

Mrs Beeching and Mrs Webb declared a Significant Interest in matters associated with the Village Hall as they are members of the Village Hall Committee.

**i) To note the granting of any requests for Dispensations and the decision**

There were no requests for Dispensations.

**ii) 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**

Item 9 should have read the Council owns the Village Sign, a Defibrillator and a Laptop Computer.

Minutes 57 of the meeting held on 1 May 2018 were accepted and it was unanimously agreed that Mrs Webb should sign them.

**Proposed Mrs Beeching**

**Seconded Mrs Thompson**

Minutes 58 of the Extraordinary General meeting held on 4 June 2018 were accepted and it was unanimously agreed that Mrs Webb should sign them.

**Proposed Mrs Beeching      Seconded Mrs Thompson**

**4. MATTERS FOR REPORT ARISING FROM THE PREVIOUS MINUTES**

There were no Matters Arising which were not covered on the agenda.

**5. MEETING ADJOURNED FOR 30 MINUTES FOR PUBLIC PARTICIPATION AND RECONVENED**

The meeting was opened to the members of the public present from 7.46 – 8.02 during which time a member of the public asked whether councillors thought there would be any support for a regular market or other events such as craft fairs in Brenzett. Councillors suggested she contact the Village Hall Committee.

Councillor Hill introduced himself as our KCC Councillor and as a member of Lydd Town Council and apologised for not attending a meeting previously

A resident asked for help regarding a large Sewage Disposal invoice which he had been sent from East Kent Housing. Councillor Hills, KCC, offered to liaise with Councillor Goddard and East Kent Housing regarding this.

**6. CHAIRMAN'S REPORT**

The lanes around Brenzett are looking neat with well-maintained hedges and verges as too are the many gardens with established plants, neat lawns and wonderful displays of hanging baskets. Brenzett is really looking attractive and welcoming.

Thank you to the group of volunteers who completed a litter pick around the village this month and likewise the youth club for their efforts to clear litter in the Village Hall grounds.

However, it is with continuing frustration I have to report the Village Hall is the target of mindless vandalism. The Village Hall is for the use of the community. Vandalism is not acceptable. Do you know where and what your children are doing when they leave your home? Please encourage them to respect community property and perhaps report to you anything they see regarding vandalism.

The Parish Council has commented on the latest planning applications, these are in our minutes and on the Folkestone and Hythe planning website.

The Parish Council is here to support the residents of Brenzett and we would like you to consult with us on any issues that are concerning you. Brenzett Parish Council meetings are held bi-monthly on the first Tuesday of the month in the Village Hall. The next meeting is due to be held on September 4th at 7.30. Please come along and have your say.

More information about upcoming events, minutes and agendas can be found on the Parish Council notice board sited on the side wall of The Old Post Office King Street, or visit

our website, where details of the Clerk and Parish Councillors can be found along with photos of interest around the village and much more.

The Clerk will forward the report to the Marsh Harrier.

## 7. VILLAGE RESPONSIBILITIES

Nothing to report

## 8. CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS

### Correspondence

HAGS

Seafarers UK – Fly the Red Ensign

Glasdon

Kent Police and Kent Fire and Rescue

Kent Surrey & Sussex Air Ambulance Trust

Lloyds Bank – Updating our Business Accounts

Dymchurch Parish Council Tourism Leaflets

Carers Support

### Email Correspondence – all forwarded to Councillors

BVHMC – request to consider funding the mowing of the grass

Marsh Harrier request for funding

	Balance 28.11.17	+/- June	Balance 26.06.18
Village Projects	1700.00	600.00	2300.00
Election Expenses	914.00		
Budget		300.00	1214.00
General Reserves	3344.00		
Contingency		700.00	4044.00
Village Handyman	1040.00	160.00	1200.00
Donations	200.00		
Budget – Hall		300.00	
Local Orgs		250.00	
Marsh Harrier		-250.00	500.00
<b>TOTAL</b>	<b>7198.00</b>	<b>2060.00</b>	<b>9258.00</b>

### Finance

#### Bank Reconciliation as at last Bank Statement received

Opening Balance	13920.10	Treasurers Account	15289.41
Add Receipts	<u>2550.00</u>	Less Uncleared Cheques	<u>1954.14</u>
	16470.10		<b>13335.27</b>
Less Payments	<u>3134.83</u>	Less Earmarked Funds	<u>9508.00</u>
	<b>13335.27</b>		<b>3827.27</b>
Less Earmarked	<u>9508.00</u>		
	<b>3827.27</b>		

**Accounts to be Paid**

<b>PAYEE</b>	<b>CHQ NO</b>	<b>DESCRIPTION</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS £</b>
Parish Clerk	352	Salary General Admin Clerk's Expenses	181.57 56.95 2.00		241.85
HMRC	353	Income Tax	136.60		136.60
Clive Stanley	354	Webmaster Services	140.00		140.00
Mrs J Batt	355	Salary	184.00		184.00
Marsh Harrier	356	Contribution to costs	250.00		250.00

**Resolution: Councillors unanimously agreed to pay the above accounts.**

**Proposed Mrs Webb**

**Seconded Mrs Thompson**

**Data Protection**

**Councillors instructed the Clerk to register the Parish Council with the Information Commissioners Office.**

Items for action on the Impact Assessment will be progressed.

**Resolution: Councillors unanimously agreed to accept the Document Retention Policy  
General Privacy Policy  
Staff Privacy  
Habitual Vexatious Complaints Policy  
Habitual Vexatious Complaints Policy – Telephone  
Privacy Policy Consent Form  
and to send the Data Processor Questionnaire as necessary**

**Proposed Mrs Beeching**

**Seconded Mr Fisher**

Councillors will all set up a dedicated email address for Parish Council business.

**Insurance**

We are in a 3 year long-term agreement with Inspire until 2021.

**Web Site - [www.brenzettpc.kentparishes.gov.uk](http://www.brenzettpc.kentparishes.gov.uk)**

Nothing to report.

**Risk Assessment**

Mrs Webb confirmed that all is in order with the sign.

**Donation of Defibrillator to Brenzett Primary School**

The school will only accept the defibrillator if the council undertakes to monitor, maintain and take control of the unit and it will take no responsibility for vandalism, damage or maintenance. It would be on site only.

**Resolution:** Councillors agreed to ask Brenzett Primary School if they would be prepared to accept the defibrillator, insure monitor and take control of the unit if the Parish Council pays all ongoing costs.

**Marsh Forum Feedback**

The next meeting is due to be held on 26 July.

**Request for Water Supply in Brenzett Churchyard**

It was suggested that Affinity Water be asked whether they would pay to install water in Brenzett Churchyard. Mrs Thompson offered to contact them and ask the question.

**Councillor Protocol**

The Chairman updated councillors on the response to the replies received from KALC to our questions regarding Councillor Protocol.

**9. PLANNING**

Please see attached list.

**Discussion on any areas of concern in the Village raised by Parishioner**

The Clerk will inform Folkestone and Hythe District Council that the Parish Council does not wish to change their comment regarding application no Y18/0303/SH.

The Clerk will inform the Planning Officer that a new mobile has been taken onto the Paddock View site and ask her to investigate. She will also ask for an update on previous issues raised by the council.

**10. HIGHWAY ISSUES**

Kent Highway Services Report a Fault Telephone Line is 03000 418181 or <http://webapps.kent.gov.uk/KCC.KHSFaultsGIS.Web.Sites.Public/Default.aspx>  
Councillor Hills will report Butlers Lane to the Highway Steward.

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

The next meeting is due to be held on 4 September 2018.

Councillors would like to commemorate the end of the First World War. Councillors Hills suggests councillors raise it at the Marsh Forum.

Mrs Webb will contact PROW regarding problems with the footpaths in the parish and KHS regarding the 40mph sign in King Street.

Councillors will read the updated Standing Orders for adoption at the next meeting.

The request for financial assistance with the Village hall grass cutting will be included on the next agenda.

There being no other business the meeting closed at 10.46 pm.

Signed ..... Dated .....

Chairman

**DRAFT**

# BRENZETT PARISH COUNCIL

## PLANNING APPLICATION RECORD

### 2018

#### JUNE 2018

Y18/0468/FH Bowdell Farm Bowdell Lane Brenzett Kent TN29 9RP Change of use of part of paddock and industrial forecourt area to part of residential curtilage together with erection of detached double garage with room in the roofspace and extensions and alterations to dwelling.

**Parish Council: Support**

Y18/0523/FH Coach Depot King Street Brenzett Kent Erection of two x blocks of 4no. two-storey dwellings, with some rooms in roof, and a block of 3no. two-storey dwellings, with some rooms in roof, together with associated parking, sewerage treatment plant and access way.

**Parish Council: Due to concerns raised by local residents, the members of the Parish Council do not feel qualified to comment on this application and would like it called in to be decided by the Folkestone and Hythe District Council Planning Committee.**