

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 Hills 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 invoice for sewage disposal 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 your children are and what they 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 7.00. 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.

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

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		13335.27
Less Payments	<u>3134.83</u>	Less Earmarked Funds	<u>9258.00</u>
	13335.27		4077.27
Less Earmarked	<u>9258.00</u>		
	4077.27		

There was an error in the May Minutes

Cheque no 346 was cancelled

Cheque no 347 was drawn in favour of Clive Stanley for £123.50 for webmaster services

Cheque no 348 was drawn in favour of Came & Co for £456.11 for the insurance premium

The following cheques were drawn during May as agreed on page 216 of the May minutes:

Cheque no 349 was drawn on 9 May in favour of IT Lettings for £705.12 + £141.02 VAT – Total £846.14 – provision of computer

Cheque no 350 was drawn on 9 May in favour of Mr L Robbins for £75.00 – Internal Audit

Cheque no 351 was drawn on 16 May in favour of M Coleman for £840.00 + £168.00 VAT – Total £1008.00 – Groundwork at the Village Hall.

Accounts to be Paid

PAYEE	CHQ NO	DESCRIPTION	NET £	VAT £	GROSS £
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

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 parish 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 at 7.00 pm.

Councillors would like to commemorate the end of the First World War. Councillors Hills suggested councillors raise this 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

BRENZETT PARISH COUNCIL

PLANNING APPLICATION RECORD

2018

JUNE 2018

Y18/0468/SH 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 roof space 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.