

**MINUTES OF THE MEETING OF BROOK PARISH COUNCIL  
ON 19<sup>th</sup> MARCH 2026 HELD IN BROOK AND HINXHILL VILLAGE HALL**

Present: Cllr S Betty (Chair) Cllr A Betty  
Cllr R Masters Cllr P Penberthy  
Cllr Wood  
  
The Clerk

		To be actioned by												
<b>1.</b>	<b>To receive and approve apologies for absence.</b>													
	Cllr Redfern had sent his apologies for absence ahead of the meeting. These were accepted.													
<b>2.</b>	<b>To receive declarations of interest (Disclosable Pecuniary Interests and Other Significant Interests). The nature as well as the existence of any such interest must be declared.</b>													
	There were no declarations of interest.													
<b>3.</b>	<b>To approve the minutes of the meeting held on 15<sup>th</sup> January 2026</b>													
	The minutes were signed as a true record.													
<b>4.</b>	<b>To discuss matters arising from the above minutes not covered by the agenda.</b>													
	The Clerk had contacted the County Councillor but he had not yet responded.  Cllr Betty is yet to make contact with the Honest Miller regarding the re-registering the pub as an ACV.													
<b>5.</b>	<b>To receive the report from the Borough/County Councillor</b>													
	The Borough Councillor Ward Member report had been circulated. Cllr Betty went through his report and highlighted the main points.  Cllr Betty was asked which Local Government Reorganisation option he favours. Cllr Betty explained that he favoured Option 4d.													
<b>6.</b>	<b>Public Session: To receive questions and comments from the public on any agenda item</b>													
	There were no public in attendance.													
<b>7.</b>	<b>Financial matters:</b>													
	<b>To approve the following financial documents:</b>  <b>To note the Parish Council's financial position for 28<sup>th</sup> February 2026:</b> The Parish Council noted it had £23,232.53 in the bank account.  <b>To authorise any payments:</b>													
	<table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Payee</th> <th style="text-align: left;">Amount</th> </tr> </thead> <tbody> <tr> <td>Lushland</td> <td>£395.00</td> </tr> <tr> <td>Clerk</td> <td>£415.68</td> </tr> <tr> <td>HMRC</td> <td>£5.57</td> </tr> <tr> <td>Clerk expenses</td> <td>£118.97</td> </tr> <tr> <td>Bank charges</td> <td>£6.00</td> </tr> </tbody> </table>	Payee	Amount	Lushland	£395.00	Clerk	£415.68	HMRC	£5.57	Clerk expenses	£118.97	Bank charges	£6.00	
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<b>8.</b>	<b>To consider Recreation Ground Matters including the Play area.</b>													
	Cllr Wood updated the meeting that the Zip-wire has been negotiated to be fully installed for £13,000. This is going to be fully installed behind the current play area and will be a 4-week installation process.													

	<p>The Councillors were invited to a site meeting regarding the installation of the zip-wire.</p> <p><b>RESOLVED:</b> The Parish Council resolved to approve the payment for the zip wire.</p> <p>The caretaker has cut back the scrub area to the rear of the Village Hall and Mike West has offered to clear the remaining roots at no cost to the Parish Council.</p>	
<b>9.</b>	<b>To discuss the Brook sign/Noticeboard</b>	
	<p>The sign, which was made by Mr Hopkins, was damaged when it fell. It is proposed that metal sleeves will be made and sunk into the ground to accept the sign and noticeboard bottoms. The time capsule was buried beneath the sign.</p> <p>The Clerk has a contact that will repair the sign.</p> <p>When the noticeboard is reinstated it will possibly be relocated onto PC owned land.</p>	
<b>10.</b>	<b>Correspondence</b>	
	The Clerk had contacted Mr Gaute and will stay in contact with him regarding the memorial plaques.	
<b>11.</b>	<b>To consider any changes to the Risk Assessment.</b>	
	There were no changes to be made to the Risk Assessment.	
<b>12.</b>	<b>Planning matters: to authorise a response to any application(s) and to note any recent planning decisions by Ashford Borough Council or any correspondence on planning matters</b>	
	There was an application for The Willows. The PC had responded with comments.	
<b>13.</b>	<b>To receive any updates on Highways/Environment.</b>	
	<p>PC will review the HIP in May. Cllr Penberthy will not be available to attend the Highways report.</p> <p>South East Water road closures are a frustration. This was discussed, and it was suggested that this is a South East Water issue rather than KCC.</p>	
<b>14.</b>	<b>To receive a Caretaker Report.</b>	
	There was little to report, the Caretaker is on his winter hours until 31 <sup>st</sup> March.	
<b>15.</b>	<b>To receive the KALC Report.</b>	
	<p>Cllr A Betty attended the meeting which was held at International House. It is considered that the following topics of discussion are relevant to Brook.</p> <p><b>1. Police Report-</b> Sgt Dan Edge reported that the Community Safety Unit team has expanded with the addition of two new PSCOs which will provide additional support to the Neighbourhood Task Force. Kent Police has assisted with obtaining a Public Spaces Protection Order, PSPO, for Ashford Town Centre which includes prohibiting the use of catapults and e-scooters. Sgt Edge explained that possession of catapults is not an offence but that a PSPO gives additional powers to make it illegal to use them in public spaces. Sgt Edge also explained that a number of Acceptable Behaviour Agreements, (ABAs), have been issued across Ashford to a number of young people in possession of catapults. It was reported that there has been the normal seasonal issue of burglaries over Christmas and Sgt Edge was pleased to report that someone has now been arrested for a burglary that took place in Wye that was reported at the last meeting. Kent Police continue to focus their efforts on flytipping and have had some success.</p> <p>Sgt Edge advised that he is striving to improve the attendance of Officers at Parish Council meetings and asked for any specific requests for attendance or suggestions on how to meet with Officers to be sent to him as soon as possible so he can do his best to accommodate these.</p> <p><b>2. ACRE</b> – following the update given by Kerry Outlaw, Interim CEO for ACRE at the November</p>	

	<p>meeting, she is hoping to meet with the CEO of KALC, to discuss the ongoing issue with funding. Kerry Outlaw is going to send a letter to all the Parish Councils to explain formally what services Kent ACRE hope to provide along with a proposal for fundraising through a crowd funding platform. A survey will also be sent to find out what services parishes would like from Kent ACRE. Negotiations continue to try and obtain funding from DEFRA but this is looking unlikely. It was reported that the Warwickshire branch of ACRE has now closed and that without funding Kent ACRE will not be able to continue post March 2026. If Kerry Outlaw is able to obtain funds the aim is to re-engage with registered housing providers such as RACE and work with the parishes on community resilience planning. CM suggested and it was agreed that PB ensures that this issue is raised at the next KALC Executive Committee Meeting. It was suggested that LG also raises this issue with the portfolio holder at KCC.</p> <p><b>3. East Kent Design Codes</b> – Mark Chaplin, Placemaking Team Leader at ABC, gave an update on Design Codes. He advised that the first stage included an analysis of the current design issues by looking at 5000+ planning applications and 68 committee reports which revealed a number of recurring design issues in terms of context, identity and built form. The initial public consultation that was due to close on 31 st January had so far resulted in over 500 responses with further consultations taking place at each stage. Mark Chaplin concluded that the overall aim is to create a guide and templates for the parishes to use to develop their own design codes to quote when reviewing planning proposals.</p> <p>The next meeting will be held on 25<sup>th</sup> March 2026 at 7pm.</p>
<b>16.</b>	<b>Any Other Business (for information purposes only).</b>
	<p>Cllr Masters reported that he had been contacted by the land agent for Hudson’s Field. A solution to this has been difficult to reach and there doesn’t appear to be possible to allow people to walk round the edges of the field, as the fencing precludes this</p>
<b>17.</b>	<b>Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.</b>
	<p>Thursday 21<sup>st</sup> May 2026</p>

Signed: .....

Date: .....