

**MINUTES OF THE MEETING OF
BROOK PARISH COUNCIL ON 21st MARCH 2019**

Present: Cllr Tomkins (Chair) Cllr Betty
Cllr Finn Cllr Jessop
Cllr Linin Cllr Medhurst

There were two members of public in attendance.

		To be actioned by
1	Apologies	
	There were no apologies for absence received.	
2	Declaration of Interest	
	Cllr Finn declared an interest in Planning Application Nos: 19/00189 and 19/00279. It is appropriate to note that Cllr Finn has not been involved in discussion or the response to the application no: 19/00189.	
3	Minutes of the last meeting and matters arising	
	The minutes of the last meeting were agreed and signed.	
4	Matters Arising	
	Cllr Tomkins will be discussing the work that needs undertaking by the Caretaker – bench repair, bridge repair, concrete in the drain/brook and the flooring on the play equipment platform. The Clerk has received one quote for the work to the trees on the playing field – 2 additional quotes are to be sought. It was noted that an amendment has been submitted on application: 19/00189. The objection response to the planning application has been submitted and it was agreed that if the Officer is minded to approve this application, the Parish Council would like the application to be called in to the Planning Committee. The manhole cover that was missing has been rectified after Cllr Finn met Kent Highways. Speedwatch Training – Cllr Tomkins looking into this still. The Clerk suggested the Councillors undertake the on-line training in the first instance. The litterpick has been advertised and will take place on 23 rd March at 10am. The Clerk will collect the items and Cllr Betty/Tomkins will return the items to the Borough Council Officers.	JT TB TB
5	Planning Matters	
	Planning Application 19/00279 was discussed. The Parish Council raises no objection but the Council respectfully requests that the Officer consider the comments of the neighbours. Planning Application 19/00102 was discussed . The Parish Council raises no objection to this application.	
6	Finances	
	a. To note/authorise the following: i. To note the Parish Council's Financial position <i>The Parish Council bank balance as at 28/02/2019 was £3375.14.</i> ii. To authorise payments There was a cheque signed for the Clerks Expenses, the Christmas tree and the electricity used for the Christmas Tree Lights. A copy of the budget v expenditure was distributed to all Councillors. The Clerk had requested to attend a finance training course, this was approved at 1/5 th of £54.80, an invoice will be produced.	

7	To consider any changes to the Risk Assessment	
	The bridge is to be looked at and repaired by Paul. The flooring on the platform of the play area needs to be repaired. Paul is to remove the cement from the brook.	
8	Public session	
	The members of public thanked the Parish Council for the meeting and introduced themselves as new residents of Brook.	
9	Any Other Business	
	The newsletter was produced and delivered. Thanks were given to Cllr Jessop for her work on producing this and delivering it. There is a tree down in the Churchyard, this is the responsibility of the Parochial Church Council.	
10	Date of the Next Meeting	
	The next meeting will be held on Thursday 18 April 2019. The following meetings are: Thursday 16 May 2019	
	The meeting closed at 7.50pm	

Signed:

Date: