

**MINUTES OF THE MEETING OF BROOK PARISH COUNCIL  
ON 13<sup>th</sup> JULY 2023 HELD IN BROOK AND HINXHILL VILLAGE HALL**

Present: Cllr S Betty (Chair) Cllr A Betty  
Cllr Jessop Cllr F Penberthy  
Cllr P Penberthy Cllr Wood

The Clerk

		To be actioned by
<b>1.</b>	<b>To receive and approve apologies for absence.</b>	
	There were no apologies for absence.	
<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 18<sup>th</sup> May 2023</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>	
	There were no matters arising from the previous meeting.	
<b>5.</b>	<b>To receive reports from the Borough Councillor</b>	
	Cllr Betty had provided a report which was circulated to all. This is available as an appendix to these minutes. Cllrs F and P Penberthy questioned what groups would be eligible for a grant from the Borough Councillors Ward Grant.	
<b>6.</b>	<b>Public Session: To receive questions and comments from the public on any agenda item</b>	
	There were no members of public in attendance.	
<b>7.</b>	<b>Play Area – update and agree next steps</b>	
	The Play Area responses provided a majority response for swings, climbing tower, zip wire and digger. The Clerk is to look at prices and bring something forward to the next meeting as well as contacting Mark Hanton following his offer of drawing up a plan.	
<b>8.</b>	<b>Financial matters:</b>	
	<ul style="list-style-type: none"> <li>a) To note/authorise the following: <ul style="list-style-type: none"> <li>i. <b>To note the Parish Council’s financial position.</b> The Parish Council has £7,744.26 in the bank</li> <li>ii. <b>To authorise any payments</b> Payments were approved for the Clerk, HMRC and the community space grant funding received for the Village Hall (£420).</li> <li>iii. <b>To agree the Pay scale for the Clerk for 2023/24</b> The Parish Council approved Pay Scale 17 for the Clerk for 2023-24.</li> </ul> </li> </ul>	
<b>9.</b>	<b>Four year forward plan:</b>	
	<ul style="list-style-type: none"> <li>a. <b>Open spaces plan/policy</b></li> </ul>	

	<p>The Parish Council will look to take discussions with KWT / KCSP forward and consider a woodland walk through the recreation field edge near the Mill Pond.</p> <p><b>b. Digital communications</b> The Parish Council will consider MailChimp communications and KALC Digitised Inclusion group may be of use.</p> <p><b>c. Social media</b> The use of Social Media is to be considered.</p> <p><b>d. Use of Playing Field alongside Village Hall bookings</b> The idea would be to rationalise the booking of the playing field sections as part of Village Hall bookings. This is to be discussed further with the chair of the Village Hall Committee.</p> <p><b>e. Other ideas?</b> To be brought forward going forward.</p>
<b>10.</b>	<b>Defibrillator training</b>
	The offer of training on defibrillator use has proved popular. It was agreed to take this forward in the autumn as and when the Fire Officer is available.
<b>11.</b>	<b>To consider any changes to the Risk Assessment</b>
	The Parish Council considered the Risk Assessment and there were no changes to be made.
<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>
	<p>A planning report had been circulated.</p> <p>The prior notification application for the barn was received.</p> <p>PA/2023/1249 was received and the Parish Council will submit a no objection response.</p>
<b>13.</b>	<b>To receive the KALC Report</b>
	The Parish Council received the KALC Report from Cllr A Betty.
<b>14.</b>	<b>To receive any updates on Highways/Environment.</b>
	<p>The pot hole on the edge of the road on Spelders Hill was discussed, Mike West is to be asked if he could fill this.</p> <p>A resident reported that a piece of land at the culvert/bridge is not being cut. This is not on the Caretakers schedule so the resident is to contact Cllr Bell/Environment Agency.</p>
<b>15.</b>	<b>To receive a Caretaker Report</b>
	There is a Caretaker Review due this month followed by an appraisal.
<b>16.</b>	<b>Any Other Business (for information purposes only):</b>
	<p>The Parish Council is to consider reallocating roles at the September meeting.</p> <p>There is some planning training taking place on Tuesday 18<sup>th</sup> July at 6pm.</p> <p>The Speedwatch scheme has never really taken off in Brook. The Parish Council has no desire to take this forward at this time.</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>

Thursday 21 <sup>th</sup> September 2023 Thursday 23 <sup>rd</sup> November 2023 Thursday 18 <sup>th</sup> January 2024 Thursday 21 <sup>st</sup> March 2024 Thursday 23 <sup>rd</sup> May 2024
---

Signed: .....

Date: .....

## **APPENDIX A**

### **WARD MEMBERS REPORT TO BROOK PARISH COUNCIL JULY 2023**

#### **UPDATE ON APPOINTMENTS TO THE NEW COUNCIL**

The first full meeting of the new Borough Council took place on 30<sup>th</sup> May and Cllr Noel Ovenden was elected Leader of the Council. The Leader has now appointed his cabinet and positions have been allocated to all the main committees. A full list of Cabinet Members and their responsibilities can be found on the Ashford Borough Council website.

#### **STODMARSH UPDATE**

Since July 2020, certain planning applications located in the Stour catchment and/or which discharged foul water into the catchment, have been put 'on hold' until they could achieve nutrient neutrality. The Borough Council has been working to deliver a scheme of strategic nutrient mitigation which is in the form of identifying suitable land in the Borough for strategic wetlands. The intention is for these sites to generate off-site nutrient mitigation that could then be secured by developments, allowing them to be granted planning permission. Work has progressed and a draft Nutrient Neutrality Supplementary Planning Document will be published for consultation when appropriate. In the meantime, the Borough Council continues to seek the acquisition of sites for strategic wetlands in the Borough as a means of providing off-site nutrient mitigation.

#### **ELECTRIC VEHICLE CHARGING POINTS**

The Borough Council is continuing to work on a programme to install new electric vehicle charging points (EVCPs) throughout the borough. Nine new points have now been installed by EV dot at the Civic Centre and Stour Centre Car Park, to complement the two points already located at the site, which provides a total number of 37 live council managed charge bays throughout the borough.

#### **WARD MEMBER COMMUNITY GRANT SCHEME**

I have been granted a total allocation of £3,000 for the current financial year to allocate to community projects in the ward. The minimum grant is £100.00, and I have decided to initially allocate an amount of £750.00 to each of the four parishes. The parish clerk has copies of the application form and the terms and conditions relating to the types of organisations that might apply. Any organisations wishing to apply for a grant are advised to contact the parish clerk in the first instance to check eligibility and to obtain an application form.

Cllr Simon Betty

Ward Member for Bircholt