

Brookland Parish Council

Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 21st January 2026 at 7.15 pm in Brookland Village Hall

Present : Cllrs Kennedy (in the Chair), Rhys Jones & Yeo-Toft

In attendance : Mr. Eaton, Clerk to the Council

Action by

1 Apologies for absence

Apologies were received from FHDC Cllr Martin

2 Declarations of interests

There were no declarations of interests regarding items on the Agenda

3 Acceptance of the Minutes of the previous Meeting

The Minutes of the Meeting held on 19th November 2025 were unanimously approved and signed

4 Questions from members of the public / public participation

There were no members of the public present

5 Planning

There were no new planning applications to consider

6 Reports from outside bodies

There were no FHDC or KCC reports to note

7 Finance

The following invoices were ratified and approved for payment –	£
Kingsnorth Electrical Services, security lighting and CCTV at VH	3664.84
CJ Travis, small works at VH	1375.00
Brookland Village Hall, room hire	80.00
Crown Estate, youth shelter rent	120.00
Brookland PCC, contribution towards work to Church clock	192.50*
HMRC, Clerk's tax	130.38
M Coleman, grass cutting	144.00
Brookland Village Hall, room hire	64.00

*It was noted that the Parish Council was happy to continue to pay 50% of costs associated with the Church clock

8 Correspondence and other Council business

The vacancy on the Council - It was agreed that informal approaches be made to possible suitable candidates to establish if they would be interested in applying **All**

Village Hall lease - Cllr Kennedy reported that some minor revisions had to be made to the lease but it would soon be passed to the solicitors to redraft and finalise **Cllr Kennedy**

Village Hall front door – It was noted that the Village Hall Committee were awaiting quotes

Parish Noticeboard – It was noted that the noticeboard had been removed so that the new doors could be fitted

Life Vac Unit – After a general discussion it was unanimously agreed to purchase a wall mounted unit for the Village Hall **Clerk**

War Memorial Garden – After a full discussion the following were agreed –

To arrange a general tidy-up of the garden and flower beds and cutting back vegetation
To purchase a Memorial Bench – Cllr Kennedy kindly offered to check sizes **Cllr Kennedy**

Highways Improvement Plan – It was noted that K Doble would be moving to a new post in the Highways Dept. in mid-February 2026. Any new HIP requests to be submitted after April 2026 when his replacement should be in post

Village road signs – It was agreed that several road signs needed to be repaired or replaced. Cllrs to prepare a list for consideration at the March 2026 Meeting before submission to Highways. Other signs just needed washing down

Church doors – Postponed to the next Meeting – this agenda item was requested by Cllr Bicknell who was then unable to attend the Meeting

Bus stop – Email received from KCC, public transport dept. regarding the retired bus stop on Rye Road, Brookland, asking for comments before removing the bus stop. It was agreed the bus stop and shelter should be removed but the seat should be retained. Clerk to reply **Clerk**

Phone box – Several possible uses were considered including for books and garden plants but these were discounted for various reasons. It was agreed that Cllrs consider other possible uses **Cllrs**

Facebook – Brookland Parish News - There was a general discussion about the Council pro-actively advertising Council Meeting dates so more people attend; for example, getting onto other Facebook sites like Brookland & Brenzett Community which has 1600 followers. Cllr Yeo-Toft kindly offered to look into this and report back at the March 2026 Meeting **Cllr Yeo-Toft**

Internal Audit – The Clerk reported that dates had been agreed with the Internal Auditor to undertake the interim and final audit of the 2025/2026 accounts

9 Any future Agenda items

No items were suggested

10 Date of next Meeting

It was agreed that the next Meeting would be held on 18th March 2026 at 7.15 pm in Brookland Village Hall

There being no other business the Meeting closed at 8.45 pm