

BROOKLAND PARISH COUNCIL

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MINUTES 139

Minutes of the Ordinary Parish Council Meeting held at The Village Hall, Brookland on Monday 21 September 2015 at 7.15 pm

PRESENT: Councillor, Mrs S Saxby (Chair), Councillor, Mrs K Coleman
Councillor Mrs V Wallington and Councillor Mr C Hill
Mr C Stanley, Parish Webmaster

PARISH CLERK: Mrs J Batt

DISTRICT COUNCILLORS:

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were no Members of the Public present

1. APOLOGIES FOR ABSENCE

An Apology for Absence was received from Councillor Burgoyne and County Councillor, Mrs C Waters

2. DECLARATIONS OF INTEREST

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

Councillor Wallington declared an interest in matters pertaining to the Memorial Garden as she is a neighbour of the lady concerned.

i) 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

Minutes 138 of the last ordinary meeting were accepted and it was unanimously agreed that Councillor Saxby should sign them.

Proposed Councillor Coleman

Seconded Councillor Hill

4. PARISH COUNCIL WEBSITE

Resolution: Councillors unanimously agreed to ask Mr Stanley to migrate all the information from the Brookland.org website to the KCC website over the next 2 years.

From tomorrow, 22 September 2015, all information will be published on the Brookland page of the KCC website. Mrs Wallington will advertise the new website address in The Harrier.

5. MATTERS FOR REPORT ARISING FROM PREVIOUS MEETING

There were no matters arising that were not covered on the agenda.

6. PUBLIC INTERVAL

There were no Members of the Public present.

7. CHAIRMAN'S REPORT

Mrs Saxby reported that she had had a call from a lady who was very upset that she had been verbally abused by a landowner after she had accidentally strayed onto his property whilst out walking. The footpath sign is missing or unclear and Mrs Saxby will let the Clerk know the number of the path so that the confusing/missing sign can be reported to PROW.

Mrs Saxby reported that she had been speaking to a young man who was keen to see the Football Club reinstated. She will invite him to come to a meeting to discuss how this can be progressed.

8. CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS

Correspondence

Clerk and Councils Direct

KCC Highways and Transportation Survey – all councillors to liaise with Mrs Saxby who will respond on behalf of the Parish Council

Wicksteed Leisure Ltd

Email Correspondence – all emails forwarded to councillors with email

KHS re salt bags for the winter – The Clerk was asked to order 6 x 25 bags to be delivered to Mrs Wallington.

NFU re Brack Lane – Mrs Saxby will send the minutes

Finance

Bank Mandate

Resolution: It was resolved that the authorised signatories in the current mandate for all Brookland Parish Council accounts be changed in accordance with sections 5 and 6 of the mandate form and the current mandate will continue as amended.

Parish Council signatories from the activation of this mandate will be:-

Mrs Coleman, Mrs Saxby, Mrs Wallington, Mr Burgoyne and Mr Hill.

Councillors will liaise with regards to returning the mandate to NatWest.

Bank Reconciliation

Balance per Cash Book		Balance at Bank	
Opening Balance	34203.13	Current Account	36855.21
Plus Receipts	<u>10094.50</u>		<u>0.00</u>
	44297.63		36855.21
Less Payments	<u>4821.19</u>	Less u/c cheques	<u>700.00</u>
	39476.44		36155.21
Less Earmarked funds	<u>16836.81</u>	Plus Reserve a/c	<u>3321.23</u>
Available Funds	22639.63		39476.44
		Less Earmarked Funds	<u>16836.81</u>
		Available Funds	22639.63

Councillors unanimously agreed to draw cheque number 000763 for £650.00 for digging 2 graves during the Summer Recess.

£2375.00 was received during August in payment for 2 grave spaces.

Accounts to be paid

PAYEE	CHQ NO	DESCRIPTION	NET £	VAT £	GROSS £
Mrs J Batt	764	Salary Expenses General Admin	407.13 32.76 8.01		407.13
The Post Office	765	Income Tax	137.40		137.40
M Coleman	766	Grass Cutting in Cemetery Clear Leaves from MUGA	300.00 75.00		375.00

Proposed Councillor Hill

Seconded Councillor Wallington

Earmarked Funds

	Balance 15 June 2015	+/- Aug/Sept	Balance 21 Sept 2015
Youth Area Expenses	1883.38	-75.00	1808.38
Youth Area Rent	NIL		NIL
War Memorial	28.00		28.00
Notice Board	735.43		735.43
Cemetery Maintenance	9116.03	-300.00	8816.03
Village Hall Grass	NIL		NIL
Tree Maintenance	2500.00		2500.00
Election Expenses	2948.97		2948.97
TOTAL	17211.81	-375.00	16836.81

Insurance

Nothing to report.

Village Risk Assessment/Risk Inspection

We are still waiting to hear from SDC regarding ownership of the seats and benches. Councillor Goddard is chasing this up on our behalf.

Provision of Fire Proof Storage for Parish Council Documents

Mrs Wallington will look into the cost of a smaller cabinet to take the minutes and accounts.

9. CEMETERY**Cemetery Administration and Maintenance**

Mrs Saxby will liaise with the clerk regarding the records.

Scattering or Burial of Cremated Remains

Defer to future meeting.

10. YOUTH AREA

The Crown Estates has still not cashed the cheques for the rent.

11. PLANNING

An appeal has been lodged regarding the Agney Farm Wind Farm.

12. COMMUNITY SAFETY

On agenda in error. To be removed.

13. VILLAGE RESPONSIBILITIES**Items to be reported to Kent Highway Services/PROW/IDB**

The trees on the boundary of Manor House are overhanging the highway, causing buses and lorries to cross onto the wrong side of the road.

14. FORUM FOR EXCHANGE OF IDEAS BETWEEN COUNCILLORS

Nothing to report.

15. RESOLUTION TO CLOSE MEETING TO MEMBERS OF THE PUBLIC AND PRESS TO ENABLE COUNCILLORS TO DISCUSS ITEMS OF A LEGAL AND PERSONAL MATTER

Resolution: Pursuant to section 1 (2) of the public bodies (Admission to Meetings Act 1960), it was unanimously resolved that members of the public be excluded from the next agenda item as it concerns matters of a personal nature.

Our insurers have been informed of the decision taken at the last meeting.

The Clerk was asked to inform the solicitor that this matter is now settled.

The Clerk will register the area covered by the Memorial Garden to the Parish Council with the Land Registry.

There being no other business the meeting closed at 8.35 pm.

Signed Dated
Chairman