

BRASTED PARISH COUNCIL

Minutes of the Parish Council held on Monday 12th October 2015

at 7.30 pm in Brasted Pavilion

Present: Councillors P Furst, J Hardey, V Harbert, R Pearce, H Robson, C Rogowska and C Wilson

In attendance:

Public: Four Members of the Public

Agenda items

1. Welcome by the Chairman.

2. Apologies

CLlr Firth : Another meeting commitment

CLlr Thorogood : Annual leave

3. Public Open Session — question time

Four members of the public were in attendance. One member of the public spoke about the valuable contribution of the Community Speed Watch and asked if the scheme could be extended to Brasted Hill Road over the motorway bridge coming into the village from Knockholt, and if Highways could fit speed restricting road furniture such as a cattle grid, speed humps or rumble strips.

Dog litter bins were also requested by the same resident for Brasted Hill Road and Coles Lane. The resident was informed that Brasted Parish Council already have four dog litter bins for which it is charged weekly. Any bins required not on parish council owned land would require permission of the land owner. The parish council advised the resident to notify Sevenoaks District Council dog warden of any offending incidents or specific dog owners.

Also, the resident asked if the Parish Council had powers to ban bonfires during daylight hours and was advised again to contact Sevenoaks District Council

4. Declarations of Interest relevant to items on this Agenda

There were none for this agenda.

5. Announcements from the Chair

The Chairman apologised to CLlr Harbert for not making him aware that both the Planning and Finance Committee 5 October 2015 meetings had been cancelled due to no discussion items. No agenda was issued for these meetings. CLlr Pearce also apologised to CLlr Harbert for not notifying all councillors expressly that the Planning meeting had been cancelled.

6. Minutes of 14th September 2015

6.1. Matters arising from the Minutes — none.

6.2. Sundridge & Brasted Social Club - BPC have, after a significant period of time, now rejected the terms of the new lease. The parish council will go back to Sundridge Parish Council and recommend solicitors are instructed to enforce termination of the agreement due to breach by the current incumbents.

6.3. Councillor vacancy - position remains vacant. One resident has requested an information pack but no one has applied for the position thus far.

6.4. Appointment of the new clerk - still ongoing. Following advice from KALC CLlr Hardey will

investigate segregating the role of financial officer from the clerk's role to make it less onerous for interested candidates. In the meantime, the retired clerk, Pat Thomas, has agreed to assist the parish council by staying on in the capacity of the financial officer until 31 December 2015. This work will be based on 2 hours per week. Cllr Hardey is to arrange a retirement get together for Mrs Thomas.

6.5. High Street lamps — 38 street lamps are being upgraded to LED bulbs within a month.

7. Matters arising from Planning Committee 05 October 2015 — (cancelled due to no item)

CIr Pearce reported.

7.1. Cllr Pearce further apologised to Cllr Harbert for not notifying all councillors expressly that the Planning meeting 5 October 2015 had been cancelled.

7.2. Notifications — 17 High Street granted.

8. Matters arising from Finance Committee 5th October 2015 — (cancelled due to no item)

Cllr Hardey reported.

8.1. Community Grants have been awarded pending receipt of quotations.

9. Planning Committee

9.1. Tile Works, Moorhouse — Cllr Pearce attended a public meeting by Westerham Town Partnership and reported that the Roxhill Developments application is a full planning application for one 24 hour parcel distribution centre, plus outlying planning permission for three further distribution centres. Cllr Pearce is objecting to the planning application on behalf of the parish council.

10. Recreation Ground & Open Spaces

10.1 Multi-use court access steps — Cllr Wilson reported that there is an impasse with the suppliers of the steps because of the difference between the parish council's expectation and the company's inability to produce that level of standard of work. The proposed solutions are unacceptable. Cllr Wilson will negotiate the cost of the invoice to reflect the unsatisfactory steps at a meeting planned for 28 October 2015. It was agreed to close off the steps with immediate effect to protect members of the public's safety, until such time as the steps can be removed altogether. Cllr Wilson will source quotations from alternate suppliers to provide access around the rear of the pavilion to the multi-use courts.

10.2 Anti-Social Behaviour — Youths from Westerham and Brasted were abusive and threw food during Nicky's Boot Camp. The PCSO was unable to attend for his own protection. Cllr Robson recommended increased patrols by all councillors to increase visibility.

10.3 Playground — CIr Wilson is trying to obtain additional quotations for phase 2.

11. Finance — report by Pat Thomas via email.

11.1. Finance Report & Bank Reconciliation — The second half of the precept has been received.

11.2. Approval of Payments — approved. There is approximately £12000 to spend on projects.

11.3. Clerk's salary — CIr Hardey confirmed that the mandate for the clerk's salary has been cancelled.

12. Other Business

12.1. District Councillors Report — Cllr Firth via email.

12.1.1. The village hall is to remain as a polling station site.

12.1.2. No correspondence.

12.2. Village Hall Report — Cllr Robson reported.

12.2.1. The village hall committee's next meeting is scheduled for 2 November 2015. In meantime, there is nothing to report.

12.2.2. Cllr Rogowska reported that a regular member of the keep fit club, Valerie Fuller, had suffered the loss of her husband.

12.3 Speed Watch— report from Cllr Thorogood via email. There are currently 8 volunteers who have recorded 103 speeders. Kent Police and Crime Commissioner Ann Barnes has asked to see Speed Watch in action on 2-3pm, 21 October 2015. Sundridge Parish Council have contacted Speed Watch and it is willing to share its experience to help facilitate a neighbouring scheme along the A25. Cllr Robson proposed and Cllr Rogowska seconded the setting up of sub-committee for Community Speed Watch. Cllr Thorogood will take the sub-committee forward.

12.4 Proposals of new Parish Office — ongoing. Cllr Hardey to obtain refined quotations for building works to create an office at the pavilion. To separate the financial officer role from the clerk's role, Cllr Hardey will also obtain quotes from accountants for the day to day book-keeping.

12.5 Appointment of new parish clerk / RFO — creation of the position is ongoing. Cllr Hardey to report at next meeting. Following advice from KALC Cllr Hardey will investigate segregating the role of financial officer from the clerk's role to make it less onerous for interested candidates. In the meantime, the retired clerk, Pat Thomas, has agreed to assist the parish council by staying on in the capacity of the financial officer until 31 December 2015. This work will be based on 2 hours per week. Cllr Hardey is to arrange a retirement get together for Mrs Thomas.

12.6 Appointment of new Parish Village Caretaker— ongoing. Cllr Hardey to report at next meeting.

12.7 Resignation of Cllr Rogowska as Chairman of Planning and from all committees - Following the breach of protocols in co-opting a committee member to Planning, Cllr Rogowska was asked to explain why she subsequently resigned from all committees. Cllr Rogowska explained that she felt she needed more training, which is planned for Spring 2016. Cllr Rogowska then asked to be re-elected back on to Planning with immediate effect. Cllr Wilson acknowledged that Cllr Rogowska had done the right thing in resigning as Chairman of Planning and it was agreed that Cllr Rogowska would be considered as a member of the committee when re-election takes place in April 2016. Cllrs agreed that Cllr Rogowska should be re-elected to the Finance committee with immediate effect, as proposed by Cllr Hardey and seconded by Cllr Pearce.

13. Kent Highways

13.1. Updates from reported faults - The current fault report was shared with Cllrs.

13.2. Pedestrian Crossing - The council will be updated at the next council meeting.

14. Health & Safety - No items were raised.

15. Correspondence

The following correspondence has been received

16. Information Exchange — No information requested.

17. Date of next meeting : Monday 9th November 2015 7.30pm in Brasted Pavillion.

Meeting closed at 9pm.

Signed as a correct record

Chairman