

Brookland Parish Council

Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 30th July 2025 at 7.15 pm in Brookland Village Hall

Present : Cllrs Kennedy (in the Chair), Rhys Jones, French & Bicknell

In attendance : Mr. Eaton, Clerk to the Council

1 Apologies for absence

There were no apologies for absence

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 Annual Meeting held on 21st May 2025 were unanimously approved and signed

4 Co-option onto the Council

After a brief discussion Mark Bicknell was co-opted onto the Council and Mark joined the Meeting.
Clerk to contact FHDC and advise them of the co-option

Clerk

5 Questions from members of the public / public participation

There were no members of the public present

6 Planning

There were no new planning applications to discuss

There was a brief discussion about a single storey side extension in Whitehall – the Clerk was asked to locate details of the application and circulate

Clerk

The Clerk provided a general overview of the Community Infrastructure Levy (CIL) and outlined the range of infrastructure schemes and projects CIL monies could be spent on. It was noted that the Parish Council had received over £21k in CIL monies and it was agreed that consideration be given to possible projects. Clerk to circulate a document from the FHDC website detailing the CIL **Clerk**

7 Reports from outside bodies

There were no reports to note from KCC or FHDC

8 Finance

There were no accounts for payment. For future Meetings Clerk to present a list of all payments made between Meetings along with any accounts for authorisation **Clerk**

There was a discussion about the difficulty of obtaining 3 quotes for works proposed by the Council. It was agreed that for small works and projects costing less than £2000 tried tested and known contractors could be used without the need for obtaining 3 quotes. For spending estimated to be in excess of £2000 3 quotes should be sought

9 Highway Improvement Plan (HIP)

There was a full discussion about the current position regarding the HIP and Cllr Bicknell gave an update. The Highways proposals detailed in HIP were unanimously agreed namely -

1/ extending the School 'keep clear' markings (and the related traffic regulation order, which Highways had kindly offered to fund)

2/ a new directional sign for the VH incorporating the 'P' (parking symbol) and the associated fees as quoted

The Clerk was asked to contact Kieran Doble at Highways

Clerk

10 Correspondence and other Council business

Members to discuss the playpark - It was agreed that FHDC had a responsibility to maintain the playpark to a safe standard and the Clerk was asked to contact them regarding this **Clerk**

It was agreed to accept the quote from M Coleman of £150 to clear and tidy the playpark **Clerk**

The Clerk was asked to circulate the latest play park inspection report to Cllrs for review

Clerk

Members to discuss the ownership and future use of the BT phone box - The completion notice from BT transferring ownership of the BT Phone box to the Parish Council was noted. It was agreed to consider possible uses for the phone box at a future Meeting

Members to discuss purchasing a new laptop, that is Windows 11 complaint - It was agreed that as the Clerk uses one PC for his various jobs a new laptop need not be purchased at this time

Members to discuss the two vacancies on the Council - It was agreed that approaches be made to possible suitable candidates to establish if they would be interested in applying. Cllr Rhys Jones had produced some flyers advertising the vacancies which would be delivered to parishioners **Cllrs**

Members to discuss the Village Hall lease - Cllr Kennedy summarised the position regarding the Village Hall lease and it was agreed that some minor revisions were required after which the lease could be signed. Cllr Kennedy to circulate the lease for Cllrs / Clerk to review **Cllr Kennedy**

There was also a discussion about the benefits CCTV would bring to the VH to help tackle anti-social behaviour. Cllr Kennedy kindly offered to discuss this with the VH Committee **Cllr Kennedy**

Members to discuss activities for the Brookland Parish Children – there was a full discussion about trying to find a suitable area for the local children to play and reduce the anti-social behaviour being experienced by some residents. It was confirmed that all incidents of anti-social behaviour should be reported to the Police

Members to discuss residents' concern over the A259 & Rye Road - There was a discussion regarding various concerns about the road and speeding through the Village. It was noted that FHDC Cllr Martin had arranged a meeting with a National Highways engineer at the end of August to discuss these concerns. Cllr Kennedy would attend to represent the views of the Parish Council and residents **Cllr Kennedy**

Members to discuss the Brookland Parish Council Noticeboard. - It was agreed that the Noticeboard was in a poor state of repair and Cllr Bicknell kindly offered to arrange for the single door to be replaced with double doors and for it to be refurbished / redecorated as required **Cllr Bicknell**

11 Any future Agenda items

It was agreed to discuss the VH lease and the Burial Ground at the September 2025 Meeting

12 Date of next Meeting

It was agreed that the next Meeting would be held on 17th Sept 2025 at 7.15 pm in Brookland Village Hall

There being no other business the Meeting closed at 9.05 pm