

# **Brookland Parish Council**

## **Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 19<sup>th</sup> November 2025 at 7.15 pm in Brookland Village Hall**

**Present** : Cllrs Kennedy (in the Chair), Rhys Jones, Bicknell (left the Meeting early as unwell)  
& 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 Meetings**

The Minutes of the Meetings held on 30<sup>th</sup> July and 17<sup>th</sup> September 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 discuss

It was noted that the South Brooks Solar Farm application was subject to an EIA Scoping and consultation. It was agreed that the Council would submit comments, which Cllr Kennedy kindly offered to draft

**Cllr Kennedy**

### **6 Reports from outside bodies**

There were no FHDC or KCC reports to note

## **7 Finance**

The Finance report for the period 1<sup>st</sup> April – 30<sup>th</sup> Sept 2025, previously circulated by email, was discussed and approved

The draft figures for the 2026/2027 budget, previously circulated by email, were considered. After a discussion it was agreed that as there were large reserves (including CIL monies) and no projects were planned for the year the draft budget of £13000 was approved. It was further agreed to request a Precept requirement of £12870, the same as the current year. Clerk to notify FHDC **Clerk**

The following invoices were ratified and approved for payment –

	<b>£</b>
M Coleman, grass cutting	240.00
Brookland Village Hall, hall hire	48.00
DM Payroll Services, payroll admin	79.20

## **8 Correspondence and other Council business**

Playpark refurbishment – Cllr Kennedy noted that the playpark refurbishment had been completed and extended her thanks to the Bell Group for their good work

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 been made to the lease and would soon be passed to the solicitors to redraft and finalise **Cllr Kennedy**

Village Hall Fire Risk Assessment – Cllr Kennedy reported that the recent risk assessment had identified a number of issues that required urgent attention with an estimated cost of c£1000. The Council agreed to pay for these essential works

Village Hall Front Door – It was noted new front doors were required and it was agreed that quotes for this would be sought by the Village Hall Committee, with a view to the Parish Council paying for these

Activities for the Brookland Parish Children – it was noted that anti-social behaviour was still an ongoing problem and should be reported to the Police (online, via 101 or 999 as appropriate)

Highways Improvement Plan – It was noted that the works to install the extended 'School Keep Clear' markings were scheduled to take place overnight on 4<sup>th</sup>/5<sup>th</sup> December 2025. As this would disturb the sleep of residents living nearby, as heavy equipment would be used, it was agreed to request the works be rescheduled to take place during the day, possibly with a road closure to avoid any accidental damage to vehicles **Clerk**

CIL monies – after a general discussion the Clerk was asked to confirm the position regarding the CIL monies and timescales for spending **Clerk**

Grass/ hedge cutting – it was agreed that the overhanging vegetation at the Burial Ground entrance should be cut back. Clerk to contact M Coleman to undertake this work **Clerk**

Email received from Cllr Rivers, Chairman New Romney Town Council, updating on plans for a Community Diagnostic Centre in New Romney

Parish Council noticeboard – Cllr Bicknell reported that the doors would be replaced in early December

CCTV – Cllr Kennedy reported that the invoice for the external security lighting and CCTV at the Village Hall had been received in the sum of £3054.03 + VAT. The Village Hall Committee were checking the works and would confirm when the invoice could be paid **Cllr Kennedy**

Gates for Village Hall parking – It was noted that the Village Hall Committee had discussed the installation of entrance gates but had identified several problems with the idea and had decided not to proceed

### **9 Any future Agenda items**

There were no items of note

### **10 Closed session – Burial Ground**

There was a brief discussion about various issues associated with the Burial Ground and it was agreed that a Meeting be arranged with Mr. Rhys Jones to decide how best to take these forward. A short report with recommendations to be provided to Cllrs before the next Council Meeting **Cllr Kennedy**

### **11 Date of next Meeting**

It was agreed that the next Meeting would be held on 21<sup>st</sup> January 2026 at 7.15 pm in Brookland Village Hall

There being no other business the Meeting closed at 8.51 pm