

**BREDHURST PARISH COUNCIL**  
**Minutes of the Ordinary Parish Council Meeting**  
**Blacksmiths Barn**  
**Wednesday 11<sup>th</sup> September 2024 at 7.00pm**



**Present:** Cllr Vanessa Jones (Chair), Cllr Greg Davis (Vice Chair), Cllr Sue Harwood, Cllr Richard Collins, and Cllr Claire Sharp.  
 Melanie Fooks – Clerk & RFO  
 Public – 0

**85/24 Apologies for Absence**

Apologies accepted from Cllrs Lee Gooda and Dan Fifield.

**86/24 Declarations of Interest**

None.

**87/24 Motion to exclude the press and public from the meeting for all items in the Closed Session.**

Motion **agreed** by all Cllrs. Proposed Cllr Davis, seconded Cllr Collins.

**88/24 Minutes of the 14<sup>th</sup> August 2024 Parish Council Meeting and the Closed Session.**

The minutes were **agreed** by Cllrs and signed by the Chair.

**89/24 Matters Arising (for information only)**

**Action Points from 14-08-24**

Action Points	Actions	Clerk or Cllr	Completed or Agenda Item on 11/09/24
AP1	Liaise with Landscape Services to arrange a meeting	Clerk	91a
AP2	Contact Lucanus to replace damaged posts on the information board in the Community Playing Field	Clerk	91b
AP3	To confirm with Hirer the cost of hiring the Barn for their Wedding and notify affected regular Hirer	Clerk	Completed
AP4	Clerk to arrange a date for Wizard to visit the Barn regarding the CCTV.	Clerk	92b
AP5	Contact Hive for instructions to download the app to control Barn Heating Remotely	Clerk	Completed
AP6	To obtain further quotes for new noticeboard	Clerk / Cllr Fifield	93a
AP7	To obtain further quotes to replace the Allotment Fencing	Cllr Jones	93b
AP8	to purchase food for the Ploughman's Lunch at Lidsing fundraising event	Cllrs Jones and Sharp	Completed
AP9	To submit response to MBC for planning application 24/502769/FULL	Clerk	Completed
AP10	To submit response to Medway Council's Local Plan Regulation 18 Consultation	Clerk	95c
AP11	To contact Bredhurst CofE School re yellow line additions to HIP	Clerk	To be actioned

## 90/24 Police

- a. There were no crimes committed since the last meeting.
- b. Any other Police updates.
  - Cllr Jones met with the new officer covering Boxley Ward, PC Ben Cox, on 2<sup>nd</sup> Sept. They visited several locations across the Ward and various issues were discussed, with the focus on tackling speeding. As a result of the meeting, PC Cox and colleagues carried out speed enforcement on Saturday 7<sup>th</sup> September. In one hour, 8 drivers were stopped. 4 were issued with speeding tickets and 4 were cautioned. The fastest speed registered was 39mph. In addition, 2 vehicle inspections for roadworthiness were carried out and warnings were issued to the drivers. PC Cox will carry out further speed checks as time allows.
  - He asked that BPC promotes My Community Voice (MCV) as there are currently only 7 registered for this service in Bredhurst. MCV is a quick and easy way to keep in touch with local Police teams and, officers covering our area can message residents providing updates on issues directly relating to Bredhurst. The link to sign up for the service is [www.mycommunityvoice.co.uk](http://www.mycommunityvoice.co.uk) this is to be emailed to residents and advertised on Facebook.
  - A vehicle crashed into road works signs in Hurstwood Road on Sunday 8<sup>th</sup> Sept and failed to stop after the incident. Details of the vehicle were passed to PC Cox.

**AP1: Clerk to circulate 'My Community Voice' email to residents.**

## 91/24 Community Playing Field

- a. Grass Cutting Contract. The Clerk had requested a meeting with Richard O'Connell, Landscape Services. However, due to holidays this has not been finalised.

**AP2: Clerk to follow up with Landscape Services.**
- b. Information Board – Lucanus has been notified and will carry out the work and had given a provisional date of 4<sup>th</sup> October 2024 or sooner if the materials have been received.
- c. Safeplay Inspection Reports – Cllrs **received** the August reports for the fenced playground and for the unfenced play equipment. The following low-level repairs were suggested from those reports.
  - Missing cap and fixing on the junior multiplay equipment.
  - Produce a contact sign for the unfenced equipment at the far end of the field and update the sign at the fenced playground.

Cllr Sharp proposed, seconded by Cllr Davis with all in favour for the Clerk to organise the necessary repairs.

**AP3: Clerk to contact Playfix to carry out repairs.**

## 92/24 Blacksmiths Barn

- a. Hire Request. Cllrs considered and **agreed** to grant a future hirer permission to hire a hog roast company for their hire in 2025 provided the necessary measures are in place to protect the ground. Cllrs were asked to review the procedure for the payment of hire fees, in particular casual one off hires. Currently, hirers pay the full hire fee and refundable deposit at the time of booking. Cllrs were asked to consider staging the payments with 50% paid at time of booking and the remaining 50% + refundable deposit one month prior to the hire. After discussion it was unanimously **agreed** that, as bookings numbers are not excessive and the cost is minimal, to continue with the current procedure.

**AP4: Clerk to confirm with hirer.**
- b. CCTV. Wizard Systems conducted a site visit to provide a quote for replacing the current CCTV system. A quote was received, however Cllrs requested that a further quote is sourced so that a comparison can be made.

**AP5: Clerk to contact Omega, Maidstone.**

- c. Cllrs **ratified** their decision made by out of meeting to proceed with the quote from Pinnacle Electrical Services for replacing 3 external security lights at the barn at a cost of £250.00 + VAT. Proposed by Cllr Collins, seconded by Cllr Sharp with all in favour. Cllr Jones confirmed the work was carried out on 10<sup>th</sup> September.
- d. Cllrs Jones reported that Spooner Glass had fitted new door stays to the patio doors required to secure the doors when they are left open. An invoice will follow.
- e. The decorators of a neighbour of Blacksmith Barn have inadvertently partly painted 4 fence panels black on BPCs side of the fence without BPCs permission. Cllr Jones has spoken with the residents who have apologised and are awaiting instructions from BPC. Cllrs were concerned about the implication on BPC's lease agreement which defines the Parish Council boundary up to and including the fence; that the run of 14 panels facing the barn are now a different colour (4 black / 10 un-painted) and ongoing maintenance costs for BPC. After discussion and considering all options, Cllr Sharp proposed, seconded by Cllr Harwood with all in favour that the fence panels must be replaced to match existing and installed from the neighbours' side to avoid further damage to BPCs planted area.

**AP6: Cllr Jones to contact the Neighbour.**

### 93/24 Village Maintenance

- a. Notice Board quotes. Cllrs considered 2 quotes one from Greenbarnes at a cost of £1589 + delivery and the other from Fitzpatrick Woolmer at a cost of £1689. The Clerk confirmed that these quotes were based on the prices from the companies' websites. After consideration Cllr Davis proposed, seconded by Cllr Collins with all in favour to proceed with Fitzpatrick Woolmer and agreed to a 10% buffer if the prices differ, when speaking with the company direct. Cllrs also requested that an additional key is purchased for the main noticeboard outside Green Court. The Clerk confirmed that she was waiting for a quote for installation from Lucanus, once this has been received it would be circulated to Cllrs for approval along with the final cost of the noticeboard.

**AP7: The Clerk to contact Fitzpatrick Woolmer**

- b. Allotment fencing update – Cllrs **received** 3 quotations.

Company 1 £3,970.00 + VAT

Company 2 £2,333.00 + VAT

Company 3 £2,931.00 + VAT

After discussion, Cllr Harwood proposed, Cllr Sharp seconded with all in favour to **proceed** with Company 2 (Southern Fencing) to carry out the work.

Cllr Jones explained that she has submitted a formal complaint regarding the agreed payment by SGN for £760+VAT, which despite SGN agreeing and BPC chasing, it has still not been received and we await their response. Cllr Jones also confirmed that £945 has already been received for another part of the fencing which was damaged. It was **unanimously agreed** that any shortfall to be taken from the village maintenance budget.

**AP8: Clerk to instruct Southern Fencing.**

### 94/24 Hazlitt Touring Theatre

Cllrs received a thank you from the organiser of the Three Musketeers. "I just wanted to say a HUGE thank you for all your support in promoting our summer tour and hosting us at your venue to bring the spirit of *"all for one and one for all"* to your parish!" It was also confirmed that Bredhurst had the second highest capacity of all the venues the play was performed at. Cllr Jones expressed a huge thanks to Cllr Sharp and the Clerk for their help in organising the food on the day.

## 95/24 Planning

- a. Lidsing Update. Cllr Jones confirmed the hearing was set for 17<sup>th</sup> September and that she and Cllr Davis would be attending. Cllr Sharp also confirmed that she would attend with her husband. It was reported that, in addition to funds raised via GoFundMe, numerous cheques have been received and the target for donations has now been reached. Notification had been put on the GoFundMe page stating this. It was agreed that travel expenses could be claimed.
- b. [21/502751/EIOUT](#) - Gibraltar Farm Ham Lane Hempstead Gillingham Boxley Road Walderslade Kent ME7 3JJ. Outline Application (with all matters reserved except access) for the erection of up to 450 market and affordable dwellings, nursery and supporting retail space up to 85sqm, with provision of main access to Ham Lane; estate roads; cycle and pedestrian routes; residential and community open space and landscaping; new junction for Lidsing Road/Hempstead Road and realignment and widening of Lidsing Road. Off-site related highway works to Westfield Sole Road, Shawstead Road, Hempstead Road, Chapel Lane, Hempstead Valley Drive, Hoath Way roundabout, Hoath Way and M2 Junction 4. (Resubmission of 19/500765/OUT).  
**Cllrs agreed to object to this application and to reiterate their original response submitted on 6<sup>th</sup> July 2021.**  
**AP9: Clerk to submit response by 5<sup>th</sup> October 2024.**
- c. BPC's Response to Medway Council's Local Plan Regulation 18 Consultation: Bredhurst Parish Council strongly objects to the preferred option SGO 3 Blended Strategy, especially the proposed developments along the Capstone Valley which will adversely impact Bredhurst Village. This area which is predominantly farmland is described as the 'best and most versatile' land and therefore should not be built upon. These developments will not only urbanise the local countryside it will remove the important strategic gap between Medway and Maidstone. The increase in traffic will have a detrimental effect on the current local road network and Bredhurst Village which is already used as a 'rat run' to both Maidstone and Rainham.
- d. MBC Planning Training - The Clerk reminded Cllrs the importance of attending this training via Teams, the next session is 16<sup>th</sup> September at 6.30pm.

## 96/24 Finance

- a. The financial statement and bank reconciliation for P/E 31st August 2024 were **agreed** by all Cllrs and signed by the Chair.
- b. All payments made out of and at meeting were **agreed** by Cllrs. Cllrs Davis and Collins were nominated to authorise the payments.

### Payments made out of meeting.

Ref	Details	Amount	VAT*	Total	Auth
70	OneCom – Inv. 7289111	36.36	7.27	43.63	SH/CS
71	Clerk - M Fooks Salary and Office Rental				SH/CS

\* VAT to be reclaimed.

### Payments for authorising at meeting

Ref	Details	Amount	VAT*	Total	Auth
72	Rachel Ford – Gardening (10 hours) August	220.00	-	220.00	GD/RC
73	Every Little Nook – Invoice 0067 - August	40.00	-	40.00	GD/RC
74	Safeplay Playground Services Inv. 27709	55.00	11.00	66.00	GD/RC
75	Mike Searly – Grass Cutting – August	25.00	-	25.00	GD/RC
76	Cllr Vanessa Jones – Elm Court, Compost & Dobbies, Plants – Blacksmith Barn	67.89	13.58	81.47	GD/RC
77	Cllr Claire Sharp- Food for Ploughmans Lunch, 3 Musketeers (Minute 76/24)	131.35	-	131.35	GD/RC

78	M Fooks – Office Equipment (monitor, laptop power cable, paper shredder, hole punch, wireless keyboard and mouse, A4 copier paper)	152.71	30.53	183.24	GD/RC
79	M Fooks – Food for Ploughmans Lunch, 3 Musketeers	12.04	-	12.04	GD/RC
80	TEEC Increase Clerk's Inbox capacity from 5gb to 10gb	12.00	2.40	14.40	GD/RC
81	Pinnacle Electrical Services – Replacement of External Security Lights at Blacksmith Barn	250.00	50.00	300.00	GD/RC

\* VAT to be reclaimed

- c. The Clerk confirmed the additional information required by Mazars for AGAR 23/24 submission had been submitted.

### 97/24 Highways Improvement Plan

- a. Cllr Jones confirmed that she had spoken to Greg McNichol (KCC) who confirmed the order to paint double yellow lines at the entrance to Fir Tree Grove is being processed. These will hopefully ease parking pressures at the junction with Hurstwood Road and allow easier access for delivery vans and refuse collection vehicles. Once a date for the work is known, the Clerk will notify the Head of Bredhurst School and ask that parents are informed. Also, if the agreement with The Bell is still in place allowing parents to use their car park when dropping off and picking up their children, that this is actively promoted to parents. The process for reducing the speed of Hurstwood Road to 20mph is also underway.

#### **AP10: Clerk to write to the Head at Bredhurst CofE School.**

- b. A resident's concerns about the location and visibility of the build-out at The Street was discussed. Although Cllrs understood the concerns raised, KCC will not make alterations to the build-out as it meets their policy standards. The PC has instructed KCC to cut back vegetation approaching the build-out including around all signage.

### 98/24 Reports from Parish, Borough, and County Councillors (if present)

None.

### 99/24 Correspondence

Cllrs received the following correspondence:

- KALC Newsletter – August.

### 100/24 Closed Session

- Lidsing legal update – Details minuted separately.
- Personnel matters – Details minuted separately.
- Planning Enforcement – Details minuted separately.

### 101/24 Close of Meeting

Meeting closed at 8.30pm with no further business to discuss.

### 102/24 Date of Next Meeting – Wednesday 9<sup>th</sup> October 7.00pm

Signed.....

Date.....