

**MINUTES OF THE MEETING OF BROOK PARISH COUNCIL
ON 20th NOVEMBER 2025 HELD IN BROOK AND HINXHILL VILLAGE HALL**

Present: Cllr S Betty (Chair) Cllr A Betty
Cllr R Masters Cllr P Penberthy
Cllr Redfern Cllr Wood

The Clerk

		To be actioned by
1.	To receive and approve apologies for absence.	
	There were no apologies for absence received.	
2.	To receive declarations of interest (Disclosable Pecuniary Interests and Other Significant Interests). The nature as well as the existence of any such interest must be declared.	
	Cllr Masters declared that he is the treasurer for the PCC so would not comment on the Church clock donation.	
3.	To approve the minutes of the meeting held on 18th September 2025	
	The minutes were signed as a true record.	
4.	To discuss matters arising from the above minutes not covered by the agenda.	
	<p>Cllr Betty had contacted the planning department and was told that the Parish Council can register to receive applications for Wye.</p> <p>KCC Cllr Collins has not responded yet as far as the grant/Highways is concerned.</p> <p>There is a blocked drain and because of the water/overgrown vegetation is causing the road to deteriorate. The EA have been advised about the issue. The Clerk to contact Kent Highways as the road is in a poor state of repair and the drain is blocked.</p> <p>Registering Stonebridge as a Village Green to be taken forward in early 2026.</p> <p>Electric fence is mounted just past Troy Town Lane, Cllr Penberthy to ask the landowner.</p> <p>Cllr Betty clarified that the Parish Forum is a forum for parishes not a forum of this parish.</p>	
5.	To co-opt a new Parish Councillor	
	The PC agreed to co-opt Mr Masters and the paperwork was completed. Cllr Masters was welcomed to the Council.	
6.	To receive the report from the Borough/County Councillor	
	The Borough Councillor Ward Member report had been circulated. Cllr Betty went through his report and highlighted the main points.	
7.	Public Session: To receive questions and comments from the public on any agenda item	
	There were no members of public in attendance.	
8.	Financial matters:	
	<p>To approve the following financial documents:</p> <p>To note the Parish Council's financial position for 31st October 2025. The Parish Council noted it had £17,364.20 in the bank account.</p>	

	<p>To authorise any payments</p> <table><tr><th>Payee</th><th>Amount</th></tr><tr><td>Clerk</td><td>£509.08</td></tr><tr><td>Clerk</td><td>£418.08</td></tr><tr><td>Bank Charges</td><td>£12.00</td></tr><tr><td>Website fee</td><td>£120.00</td></tr><tr><td>Village Caretaker</td><td>£2335.00</td></tr><tr><td>Clerk</td><td>£405.08</td></tr><tr><td>HMRC</td><td>£12.00</td></tr></table> <p>To agree the Clerk’s salary scale point for 2026/27 It was agreed to increase the Scale Point to SCP 18. Cllr Betty discussed the rationale behind this.</p> <p>RESOLVED: All were in favour of the increase.</p> <p>To agree the budget for 2026/27 There was a discussion regarding the proposed budget.</p> <p>To agree the precept for 2026/27 A precept of £15,000 was agreed.</p> <p>RESOLVED: All were in favour of the increase.</p>	Payee	Amount	Clerk	£509.08	Clerk	£418.08	Bank Charges	£12.00	Website fee	£120.00	Village Caretaker	£2335.00	Clerk	£405.08	HMRC	£12.00	
Payee	Amount																	
Clerk	£509.08																	
Clerk	£418.08																	
Bank Charges	£12.00																	
Website fee	£120.00																	
Village Caretaker	£2335.00																	
Clerk	£405.08																	
HMRC	£12.00																	
9.	<p>To consider revisiting and updating the Resilience Plan.</p> <p>Cllr Redfern has volunteered to undertake a revisit and update of the Emergency/Resilience Plan.</p> <p>The Kent Resilience Forum is now live. The village WhatsApp group has been live for several years and is also available to residents.</p>																	
10.	<p>To consider Recreation Ground Matters including the Play area.</p> <p>Cllr Wood explained that there is a new person at Kompan, they have reduced the quote. Cllr Wood has undertaken an evaluation of the first stage and it is thought this might be circa £13,000. The ABC £10,000 grant is yet to be released, hoping this will soon be paid.</p> <p>Givaudan has paid £100 towards the playing field, it is hoped that other businesses may also contribute.</p> <p>There was a discussion regarding the play area and how to raise funds and engage interest.</p>																	
11.	<p>To consider any changes to the Risk Assessment.</p> <p>There were no changes to be made to the Risk Assessment.</p>																	
12.	<p>Planning matters: to authorise a response to any application(s) and to note any recent planning decisions by Ashford Borough Council or any correspondence on planning matters</p> <p>There have been no planning applications until today.</p> <p>The PC submitted comments on the BESS application. The Chair of Brabourne PC thanked Brook PC for their contribution.</p>																	
13.	<p>To receive an update on the Village Hall.</p> <p>There was a discussion regarding a memorial bench from the Village Hall.</p> <p>Cllrs S Betty and Redfern attended the Village Hall meeting.</p>																	

	<p>N Collins is stepping down as the Chair, Steph McKay is to take this role over.</p> <p>There are some reconciliations regarding the annual finances.</p> <p>The BBQ in 2025 was the best ever, income is up.</p> <p>The bouncy castle idea was brought forward again.</p> <p>There was a discussion regarding CCTV and power supplies.</p> <p>Subsequently, the Village Hall Committee have decided not to use bouncy castles. The power supply request was put in. This would need to be lockable, isolated supply and level with the ground for mowing. The PC would need some sort of licence between the PC and the Village Hall in place to allow the electrical supply to be in place on Parish Council land in order to provide an indemnity to the PC. Cllr S Betty to take this forward with the new Chair of the Village Hall Committee.</p>	
14.	To receive any updates on Highways/Environment.	
	There is no update at this time. Maintenance to some footpaths has recently been undertaken by Kent PROW.	
15.	To receive the Caretaker Report	
	There is a new van now in use. There was an oil leak on the ride-on that has recently been repaired. There are some tree-work issues which Paul will undertake on the field, his will be programmed and Cllr S Betty will liaise with residents as necessary.	
16.	To receive the KALC Report	
	The KALC report had been circulated. The next meeting is on 26 th November and Cllrs S and A Betty will both attend.	
17.	Any Other Business (for information purposes only):	
	<p>Cllr Masters has expressed an interest in taking on the reporting of footpath issues.</p> <p>Cllr Wood explained that there had been some burglaries in Wye recently, residents should be vigilant. There have been some enquiries regarding access to the field (previously Cricket Ground), the contractor working here is working in conjunction with the KCC PROW team.</p> <p>Reg 18 consultation closed, the next stage will be brought forward in 2026.</p> <p>The Asset of Community Value registration for the Honest Miller is to be renewed and ratified at the next meeting. Cllr S Betty offered to contact the owner of the Honest Miller, Stonebridge is also to be registered.</p>	
18.	Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.	
	<p>Thursday 15th January 2026</p> <p>Thursday 19th March 2026</p> <p>Thursday 21st May 2026</p>	

Signed:

Date: