

**Brook Parish Council**  
**Minutes of the Parish Council Meeting**  
**Held on Thursday 27<sup>th</sup> March 2025 at 5.15pm at the Village Hall**

**Present:** Cllr S Betty (Chairman) Cllr A Betty  
Cllr F Penberthy Cllr P Penberthy  
Cllr Redfern Cllr Wood

The Clerk

To be actioned by

<b>1.</b>	<b>To receive any Apologies for absence</b>	
	There were no apologies to receive.	
<b>2.</b>	<b>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</b>	
	No declarations of interest were made.	
<b>3.</b>	<b>To approve the Minutes of the meeting held on 16<sup>th</sup> January 2025</b>	
	<b>Resolved: That the Minutes of the Meeting of the Parish Council held on 16<sup>th</sup> January 2025 be approved and confirmed as a true record.</b> The minutes were duly signed.	
<b>4.</b>	<b>To discuss any Matters Arising</b>	
	There was a discussion regarding the use of the recreation ground by Hall hirers. This <b>was</b> encompassed under No. 11 on the agenda.  The Chair of the Parish Council and the Chair of Trustees for the Museum had discussed the half-marathon after the Clerk communicated with the Museum Community Engagement and Project Manager. This is no longer a matter of concern, the half marathon is being run out of Wye Free School where there are facilities for parking and showering/refreshment.	
<b>5.</b>	<b>To receive the Borough Councillor's Report</b>	
	Cllr S Betty had provided a report that had been circulated. KCC elections will go ahead on 1 <sup>st</sup> May. The leaders of the Borough and District Councils met and have all agreed a pan-Kent agreement. The leaders will need to provide a detailed proposal by 28 <sup>th</sup> November. Updates on the various items will be provided in future reports.	
<b>6.</b>	<b>Public session: To receive questions and comments from the public on any agenda item.</b>	
	There were no public present.	
<b>7.</b>	<b>To consider the adoption of an Open Spaces Policy</b>	
	The desire to create an Open Spaces Policy is being driven by the number of requests for memorial trees/benches and parking. It was suggested that the Open Spaces Policy could be created based on plans that have already been produced by other parishes.  The Parish Councillors agreed that they would be happy to create the policy, Cllr Redfern agreed to take this forward.	
<b>8.</b>	<b>To receive an update regarding the Play area</b>	
	Cllr Wood had pulled a grant document together, the costs will be extra if the installation is undertaken in phases. Cllr Wood is in discussion with the manufacturer and is looking to take it forward through funding. The total cost is currently sitting at £106,000. Cllr Wood and Cllr Redfern are to meet and discuss the documents.	
<b>9.</b>	<b>To receive a KALC report</b>	
	The KALC report was circulated. Cllr Betty attended enforcement training, Ashford Borough Council only have 3 enforcement officers. The call for sites exercise will be taken forward. The initial draft	

	could be circulated as soon as late summer.	
<b>10.</b>	<b>Financial Matters</b>	
	<p><b>To note the Financial Position of the Parish Council</b> There is currently £10,504.65 in the bank.</p> <p><b>To agree payments in accordance with the Budget</b> Payments were agreed against the budget over expenditure and the payment schedule. The payments schedule was initialled.</p>	
<b>11.</b>	<b>To consider any changes to the Risk Assessment</b>	
	There were no changes to be made.	
<b>12.</b>	<b>To receive an update following the Village Hall meeting</b>	
	The Clerk and Chair had met with 2 members of the Village Hall Committee. Having raised concerns about hall hirers, bringing forward associated items placed on the recreation ground. The Parish Council has explained that it is not prepared to bear the risk of such hires. The Village Hall Committee have drawn up a new hirers policy that stated that the recreation is not ancillary to the hire of the Hall.	
<b>13.</b>	<b>To receive the planning report.</b>	
	There had been no new applications but the application for Oast Meadow had been approved.	
<b>14.</b>	<b>To receive any updates on Highways/Environment</b>	
	The erosion of the verge near Red Tiles had been reported and a kerb requested. Kent Highways had declined the request. The situation there is to be monitored.	
<b>15.</b>	<b>Update on the Highways Improvement Plan</b>	
	The Highways Improvement Plan discussion had been held. A traffic census will be undertaken again in May because the most recent one was nullified by the road closures that had taken place. HADMS and COMPASS data (that measures G-Force) both highlighted that there is generally very good speed compliance within the village.	
<b>16.</b>	<b>To receive a Caretaker report</b>	
	The Caretaker scheme continues to run well.	
<b>17</b>	<b>VE 80 plans</b>	
	The beacon will be lit at 9.30pm on 8 <sup>th</sup> May.	
<b>18</b>	<b>To discuss a review of local assets</b>	
	It has been suggested that the Parish Council undertakes a review of local assets (not PC owned) and lists them so that their importance to the parish as a whole can be evaluated ahead of the plans for local government re-organisation in Kent.	
<b>19.</b>	<b>Any Other Business</b>	
	There was no other business to be discussed.	
<b>20.</b>	<b>Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council</b>	
	15 <sup>th</sup> May 2025	