

**MINUTES OF THE MEETING OF BROOK PARISH COUNCIL
ON 28th APRIL 2022 HELD AT THE VILLAGE HALL**

Present: Cllr Tomkins(Chair) Cllr Betts
Cllr Betty Cllr Flinn
Cllr Medhurst

In attendance: The Clerk

		To be actioned by
1.	To receive and approve apologies for absence.	
	Apologies for absence had been received from Cllr Jessop.	
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.	
	There were no declarations of interest.	
3.	To approve the minutes of the meetings held on 17th March 2022	
	The minutes of the previous meeting were signed as a true copy.	
4.	To discuss matters arising from the above minutes not covered by the agenda	
	Cllr Howard has provided a grant to the Parish Council as part payment of the beacon. Cllr Tomkins is not available to light the beacon, Cllr Betty will step in to undertake this. The newsletter has been printed and delivered. The Clerk is to ask the Village Hall about a defibrillator. The bench has not yet arrived.	
5.	Public session: To receive questions and comments from the public on any agenda item.	
	There were no public in attendance.	
6.	Financial matters:	
	To note/authorise the following: i. To note the Parish Council's financial position The Parish Council has £4992.30 in the bank with no outstanding payments. ii. To authorise any payments There were 3 cheques to be signed for tree surgery, Insurance and membership to KALC. It was agreed that the Clerk's salary should increase to SCP 14. The Clerks salary should be reviewed at March meetings annually.	
7.	To receive the Planning report:	
	Planning applications had been approved for: Martingales, Manuels and Forstal Farm. Outstanding applications exist for Stonebridge and the Honest Miller. Re: the Honest Miller – the LPA have an obligation to decide the application in 8 weeks. If it is undecided after 6 months, an appeal can be submitted for non-determination. This application is now in the hands of the Planning Inspectorate. The Planning Inspectorate is to look at the documentation and decide the application. A retrospective application for lighting at Sunnybrook Stables has been received. The Parish Council is to respond to request appropriate shielding for an AONB .	
8.	To receive any updates on Highways/Environment	
	Cllr Tomkins reported that the potholes have been marked. The imminent closure of Hinxhill is causing some concerns – the Clerk is to contact Kent Highways regarding this.	

9.	To receive a Caretaker Report	
	The appraisal of the Caretaker resulted in agreeing a pay increase.	
10.	To consider any changes to the Risk Assessment	
	There is no change to the Risk Assessment.	
11.	Any Other Business (for information purposes only):	
	<p>The Headteacher has resigned at the School.</p> <p>Cllrs Jessop and Betty had attended the Climate Crisis meeting in Brook Church. There had been talk of bike racks, EV charging points , vegetable swap and seed swaps.</p> <p>Cllr Betty had explained to the meeting that the PC was registered with the Queen's Green Canopy Project and had re-wilded the edge of the recreation ground. This is to be an agenda item for discussing at the next meeting.</p> <p>Village Clean up – to be arranged at the next meeting.</p> <p>The Chair had received a request to use a bouncy castle on the recreation ground – the Clerk is to respond.</p>	
12.	Date of next meeting – 19th May 2022 at 5.00pm 19 th May 2022 21 st July 2022 15 th September 2022 17 th November 2022 19 th January 2023 16 th March 2023 18 th May 2023	
	The meeting closed at 6.00pm	

Signed:

Date: