

**Minutes of Brook Parish Council Meeting held in the
Village Hall on Thursday, 19th March 2015**

Present	Peter Webb in the Chair Erica Forbes Janet Medhurst	Simon Betty Janet Jessop John Tomkins
----------------	---	---

To be actioned by

The meeting started at 7.00pm	
There were no apologies for absence.	
Declaration of interest in items on the agenda There were no declarations of interest.	
Minutes of the Meeting on 19 th February 2015 were approved as a true record.	
Matters Arising from the Minutes Councillors had not really found anyone interested in becoming a Parish Councillor there were, however, a few suggestions put forward at the meeting.	
Finances The Financial Statement was circulated. There was 1 cheque to be signed, T Block for £6.25 to pay ¼ of the training costs for the Transparency Code Course the Clerk had attended. A budget against expenditure was also circulated.	
Playground The swings and chains are now in place. It was agreed that the tops of the swings will be greased annually.	
Emergency Plan Cllr Betty discussed his plan to cut the village down into “community areas” of approximately 10 houses. The plan would be created using the liaison for each community area’s knowledge of vulnerable people etc. Once the plan is up and running it is hoped that the Co-ordinator role could be handed over to someone else. Emergency booklets were handed over to Cllr Betty to be distributed by the liaison for each community area to the residents in their area.	SB
Election Nomination Papers The nomination papers for the Parish Councillors were distributed.	
Policies/Procedures to adopt in accordance with being compliant with the Transparency Code 2015 The Standing Orders, Complaints Procedure, Media/Filming Protocol and Publications Scheme were all circulated prior to the meeting and adopted at the meeting.	
Planning Applications The planning amendments to the property, Little Fistral were noted.	
Tree Wardens Report The Tree Warden submitted a report that included detail on over-hanging trees and hedges. Simon Betty was thanked for this report.	
Correspondence The Clerk had circulated all correspondence. A letter confirming the Asset of Community Value Nomination form had been received by Ashford Borough Council, they will decide whether the property shall be placed on the register by 4 th May was circulated.	

<p>The Clerk had also received a report from PCSO Huckstepp which was read out. Cllr Tomkins circulated a plan of the village showing areas that Ashford Borough Council is responsible for.</p>	
<p>Public Participation There were no members of the public present.</p>	
<p>Any Other Business Cllr Tomkins will look into acquiring a quotation for soft surfacing the play area and also for hiring a staple gun. There is to be a litter pick on 9th May, gloves and litter pickers will be sourced from Ashford Borough Council.</p>	<p>JT TB</p>
<p>The next meeting was confirmed as Thursday, 23rd April 2015, the Clerk would like any items for the agenda by Monday 13th April, please.</p>	<p>All</p>
<p>There being no further business, the meeting was declared closed at 8.20 PM.</p>	