

# BARMING PARISH COUNCIL

## MINUTES OF THE MEETING

HELD ON WEDNESDAY 8<sup>th</sup> February 2023 at 7.30pm

AT THE PARISH HALL, TONBRIDGE ROAD

**PRESENT:** Cllr Gooch in Chair, Cllr Manser, Cllr Doe, Cllr Vizzard, Cllr Passmore and Clerk Mrs N Attwood.

**IN ATTENDANCE:** The President of the Dawn Patrol Rotary Club

### Public Session

The President of the Dawn Patrol Rotary Club Nataalka Sokolowski offered support to Barming Parish Council for any future plans and projects within the parish. The cooperation between BPC and DPRC has been amazing and they would be more than happy to help out with events for the Kings Coronation. It was suggested that a litter pick could be carried out, followed by a picnic at the parish field so that residents could come together for a community event. BPC were then invited to the fundraising event that they are holding for Ukraine. Cllr Gooch will also advertise the event on the notice boards and in the Barming News, subject to space.

Nataalka was thanked for attending the meeting and BPC hope that the relationship with the Dawn Patrol Rotary Club is ongoing.

### 1. APOLOGIES

Cllr Williams

### 2. NOTIFICATION TO BE RECEIVED FOR INTENT TO FILM, PHOTOGRAPH OR RECORD ANY ITEMS.

No intent to record any items.

### 3. COUNCILLOR DECLARATIONS

Cllr Vizzard declared a pecuniary interest in the public session (Maidstone Dawn Patrol).

Cllr Gooch declared a pecuniary interest in agenda item 6.3 (Online payments)

Cllr Manser declared a pecuniary interest in agenda item 6.3 (online payments)

### 4. MINUTES of the Meeting held on 11<sup>th</sup> January 2023

The minutes were **Agreed** as an accurate record with all members in favour.

### 5. RESOURCES AND ENVIRONMENT MATTERS

#### 5.1 Annual Meeting

Members discussed who would be invited and the Clerk will now arrange for letters to be posted out in due course. Cllr Passmore will supply some name badges for Cllr Gooch to make up. The Clerk will bring some apple and orange juice, Cllr Gooch will bring black bags and savoury snacks and Cllr Passmore will provide some flapjacks and cups.

**ACTION: Cllr Gooch, Cllr Passmore, Clerk**

#### 5.2 Notice board by East Farleigh Station: Location, Purchase and Installation

Cllr Passmore has completed an initial review of the area and proposed two sites which he provided photographs of for members to view. Cllr Gooch will liaise with the Kent Community Railway Partnership to find out ownership of the wall that BPC wish to install the notice board on. Cllr Gooch then in principle proposed for BPC to purchase a single panel notice board from Greenbarnes as it will then be in keeping with all of the current notice boards. This was seconded by Cllr Manser with all members in favour. If installation is against a brick wall, the handyman will be able to carry out the work.

**ACTION: Cllr Gooch**

#### 5.3 Parish Hall and Pavilion: Hiring Waste Disposal Fines

Unfortunately, on a few occasions there have been rubbish bags left after hirers have used the premises (both the hall and pavilion) it is stated in the terms and conditions that all rubbish generated by hiring must be taken away from the halls and disposed of by the hirer. Unfortunately, this has not been happening and then requires the handyman to dispose of the waste, thus incurring extra charges for BPC. Cllr Gooch proposed a fine system to be implemented with an additional £10 charge per bag, or for members to consider other options. Cllr Manser voiced her concerns regarding the wrong hirers being fined and Cllr Vizzard suggested that signage is displayed in both of the venues to remind people to take

their rubbish away with them as the first line of action. Cllr Manser will also clearly remind hirers of this clause in the terms and conditions which the Clerk will underline. **ACTION: Cllr Gooch, Cllr Manser, Clerk**

#### **5.4 Allotment Windfall Suggestions**

Members ran through the project suggestions that had been sent in to the Clerk. Members were all in favour of proceeding with a secure Northern boundary. It will be 'V' mesh fencing with hedging for environmental reasons. Cllr Gooch will arrange a meeting with the adjoining land owner to discuss the removal of the large conifers and to discuss what will be involved. BPC can then assess whether any allotment holders will be affected and if any plot rents will need to be re-evaluated due to possible reductions in plot size. Members were also all in favour to replace the western boundary to make the fencing that runs along KM13 more secure and to flatten the land. As there had been a great number of suggestions sent in by the allotment holders, Cllr Manser suggested that each member emailed their preferences for projects around to other members for consideration at the next meeting. **ACTION: All**

#### **5.5 Coronation of King Charles III: Commemorative/Celebration Ideas**

At the previous meeting, the Clerk reported that £2,500 had been received from the South East Water Summer Demand Community Chest Fund and had suggested that it might be a good idea to spend this money on commemorative bookmarks or coins for the children who attend Barming Primary School. The Clerk had looked at prices for commemorative coins, bookmarks and pin badges and provided approximate prices for the products. Cllr Gooch will speak to the school to see if they are arranging any gifts for the children and suggested purchasing mugs. Members were all in favour of purchasing mugs and Cllr Passmore added that it was a good concept to raise the profile of BPC.

**ACTION: Cllr Gooch**

#### **5.6 Social Media Policy – To adopt**

All members were in favour of adopting the social media policy and for the Clerk to set up the new Facebook notice board page for BPC. The policy was then signed by the Chairman. **ACTION: Clerk**

## **6 FINANCE**

### **6.1 Budget Monitoring**

The Clerk circulated the budget monitoring and bank reconciliation sheets to all members prior to the meeting.

### **6.2 Income received**

The following payments received since the last meeting were noted:

#### ***Unity Trust Account***

Parish Hall Income £362.33  
Pavilion Income £512.52  
Barming News Adverts £66.00

#### ***Natwest Account***

Parish Hall Income £229.09  
South East Water £2500.00  
Interest £28.63

#### **Outstanding Invoices**

**Invoice:** None to report

### **6.3 Cheques for signature & Online Payments**

#### **Confirmation of payments made**

The following payments were agreed

#### ***Natwest Direct Debits***

NNDR Rates £264.00

#### ***Unity Trust Direct Debits***

Parish Hall WIFI £29.99  
O2 Mobile Contract £38.20  
MBC Waste Collection £19.50  
Castle water Allotments £50.83  
EDF Parish Hall £137.75  
EDF Pavilion £100.65  
Castle Water £5.00

## **Employer costs**

Total Staff Costs £1727.04

3450 HMRC Payment £1574.22

## **Online payments authorised**

Dusters – Cleaning £225.00

F Gooch – Expenses £41.00

A Doe – Tree Work £400.00

Commercial Services £514.32

KALC training £44.40

Maidstone Signs £168.00

Hiring Refund £157.50

S Manser – Expenses £3.80

Bells Plumbing – Taps £220.00

N Attwood – Expenses £37.60

## **7 PLANNING**

### **7.1 Any planning matters**

No planning applications to discuss

## **8 MATTERS OF REPORT**

### **8.1 County Councillor's Report**

Cllr Webb was not present.

### **8.2 Borough Councillor's Report**

Cllr Gooch informed members that the borough council had just completed the planting of 500 trees across the borough, successfully working with various community groups and schools to achieve this.

The Mid Kent Waste Partnership contract from March 2024 will be with Suez. Biffa will continue the service until the changeover.

### **Chairman's Report**

Cllr Gooch reported that the replacement light switch is due to be installed tomorrow in the hall.

There has been a re-shuffle in the Highways Improvement Plan department and the New Community Engagement Officer is Greg McNicoll. Cllr Gooch will be submitting two more projects for the HIP which include the yellow box at East Farleigh station and a pathway along the A26 from Teston to Barming. There is not a great deal of funding available, usually approximately £500 per parish, so BPC may need to contribute to the projects.

### **8.3 Individual Councillors Report**

Cllr Manser asked whether cold callers are still allowed to knock at residents' properties. Members all agreed that they did not think there was any law restricting cold callers, but signs are available from the police to deter them. Cllr Gooch suggested that the Clerk contacts the police to obtain some signs to be handed out at the annual parish meeting.

**ACTION: Clerk**

Cllr Passmore informed members that the review of bottled water distribution sites for Barming had been completed and the conclusion was to use the Beverley Road, Marlborough Parade shops as the main site, in the event of bottled water distribution being needed. The emergency planners are also interested in the Bull Public House car park and down by East Farleigh train station in the event of such emergency.

### **8.4 Clerk's Reports**

The Clerk informed members that the audit has been booked for Thursday 27<sup>th</sup> April 2023.

## **9 CORRESPONDENCE**

None

## **10 DATE OF NEXT MEETING**

The next Full Council meeting will be held on **Wednesday 8<sup>th</sup> March 2023** at **7.30pm** in the Parish Hall, Tonbridge Road.

The meeting was closed at 9.16pm.