

BARMING PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 13th July 2016

AT THE PARISH HALL, TONBRIDGE ROAD

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

IN ATTENDANCE: One member of the public was present for the first 15 minutes of the meeting.

The resident in attendance expressed his disappointment in the boundary maintenance of the parish field and informed the council that he had recently taken eight bags of brambles etc to the local tip. Cllr Gooch was taken by surprise as BPC has not been approached regarding this issue and explained that during the last two years, measures have been taken to reduce the height of the trees and cut back to keep on top of any overgrowth problems. Due to the recent weather, everything seems to be growing more rapidly than usual; BPC can control the brambles on its own side but not on a neighbouring side. BPC will arrange a site visit to assess the problem. BPC will also consider costs of all boundary treatment and tree maintenance within the parish when working on next year's budget.

1. **APOLOGIES:** Cllr Greenwood
2. **NOTIFICATION TO BE RECEIVED FOR INTENT TO FILM, PHOTOGRAPH OR RECORD ANY ITEMS.**
No intent declared
3. **COUNCILLOR DECLARATIONS**
Cllr Manser declared a pecuniary interest in agenda item 8.3 (cheques to be signed)
Cllr Gooch declared a pecuniary interest in agenda item 8.3 (cheques to be signed)
4. **MINUTES of the Meeting held on 8th June 2016**
The minutes were Agreed as an accurate record and the Chairman signed off the official copies.
5. **POLICE MATTERS**
No PCSO's present
6. **RESOURCES AND ENVIRONMENT MATTERS**

6.1 Kick board

Since our last meeting we have been contacted by Playinnovation to see what local fundraising has been done for the project and how much money BPC would be prepared to contribute. Although we are putting forward the land and will be paying for future maintenance, Cllr Gooch will approach Paulina Stockell and Golding Homes to see if they can help towards funding. Members agreed that a contribution of £500 seems fair as long as there is a guarantee regarding the paint coating.

The project will cost a maximum of £8400; all members were happy to proceed, proposed by Cllr Doe and seconded by Cllr Hyndman.

Members will measure the area for the fence when they go on the boundary site visit.

6.2 Code of Conduct

A copy of this document was previously circulated to members. It was agreed, with all in favour, to adopt the updated Code of Conduct and the document was signed by the Chairman.

6.3 Complaints Procedure

A copy of this document was previously circulated to members. It was agreed, with all in favour, to adopt the updated Complaints Procedure and the document was signed by the Chairman.

6.4 EiS Website

The Clerk was pleased to report that the website will now remain free to use as EiS will continue to receive funding from KCC. There are assurances that if KCC are to make any changes in the future, then there will be a consultation on any proposals. The new format of the website should come into effect soon and there will be training available. The Clerk and hopefully the Chairman will attend.

6.5 BYFC Annual Meeting

Cllr Gooch ran through some of the points from the recent meeting and informed members that the minutes would be circulated shortly. It was reported that usage of the field has decreased and as the club do not play football during July and August the younger players would be training on Saturdays until 11.15am; Cllr Manser has contacted Mark the secretary as older players were training until 1pm and Mark will look into this matter.

The container cannot be moved back any further than it already is due to practical reasons; the angle of the entrance is an issue and also the concerns over the weight of the container affecting the stability of the bank. It was suggested that hawthorn bushes be planted to stop people from going round the back of the container.

BYFC are still looking for a permanent home ground.

6.6 Parish Boundary with Matterdale Gardens

The Clerk had obtained a quote from Landscape Services and Cllr Doe provided two sealed quotes, one from W.A King & Son and one from Gary's Landscape. Cllr Hyndman proposed to accept the quote from W.A King & Son which was seconded by Cllr Vizzard, with all in favour. Cllr Doe will ask W.A King to proceed with the work as soon as possible and the Clerk will formally write to him accepting the quote.

ACTION: Cllr Doe, Clerk

6.7 SLCC Annual Membership Renewal

Members agreed to renew the membership, proposed by Cllr Vizzard, seconded by Cllr Hyndman with all in favour; The cheque was then signed.

6.8 Mobile Police Stations

Cllr Gooch explained that due to staffing levels of PCSO's a decision has been made, within the Chief Constable's Office, to withdraw the Mobile Police Station and assign officers to other roles. The local PCSO's will remain the same and residents are reminded to use the 101 service to report non-emergency matters.

6.9 Dusters Cleaning Contract

Members discussed that there had not been any increase for the past eight years and although the lack of notice was disappointing, members were happy with the service. Members also noted that other companies would also have to increase prices to cover the National Living Wage. Cllr Doe proposed to continue with Dusters Cleaning Services, which was seconded by Cllr Gooch with all in favour.

6.10 Audit Report from David Buckett

Cllr Gooch read out comments from the recent audit report and formally thanked the Clerk for all of her hard work. Cllr Hyndman proposed to note the audit report, seconded by Cllr Vizzard with all in favour.

6.11 Public Works Loan Board Consultation

BPC support the abolishment of the PWLB and would like to see the end to the premium charges. This was agreed with all members in favour; the Clerk will submit the comments.

ACTION: Clerk

7 PLANNING.

7.1 16/505169/NMAMD – 153 Heath Road, ME16 9HJ – No objection, proposed by Cllr Vizzard, seconded by Cllr Doe with all in favour.

16/505638/SUB – 1 Cedar Drive, ME16 9HD – No objection, proposed by Cllr Gooch, seconded by Cllr Hyndman with all in favour.

7.2 Application for Street Trading Consent – Barnjet Lay By – To ratify member's decision – No objection, proposed by Cllr Doe, seconded by Cllr Manser with all in favour.

8 FINANCE

8.1 Budget Monitoring

The Clerk circulated the monitoring sheet to all members prior to the meeting.

Members agreed to look at the list of projects at the next meeting and get the next jobs underway as soon as possible; the Clerk will add to the September's agenda.

ACTION: Clerk

8.2 Income received

The following payments received since the last meeting were noted:

Parish Hall Rent – June	£ 835.75
Pavilion Rent – June	£ 539.00
Barming News Income	£ 170.00
Natwest Interest	£ 3.29

Confirmation of payments made

The following payments were agreed

DD - South East Water – Pavilion	£15.00
DD - South East Water – Allotments	£ 1.00
DD - South East Water – Parish Hall	£ 2.00
DD – EDF Electric Pavilion	£ 43.00
DD – EDF Electric Parish Hall	£ 73.00

8.3 Cheques for signature

All Councillors were in favour “that the Council approve the following payments”. This was **Agreed** and the following cheques were signed – The Clerk asked for authorisation to issue cheques for any invoices received during the break over August. All members were in favour which was proposed by Cllr Vizzard and seconded by Cllr Doe.

2810 – S Manser – Expenses	£ 31.34
2811 – Mrs N Attwood – Salary & Office Allowance	£1025.30
2812 – E Whitehouse – Gate Duties	£ 60.00
2813 – Dusters – Cleaning Services	£ 144.00
2814 – David Buckett – Audit Fee 2015-16	£ 253.60
2815 – G Lawrence – Pavilion Railing & Guttering	£ 60.00
2816 – F Gooch – Expenses VOID replacement cheque issued 2826	£ 18.60
2817 – Kent County Council – Pavilion Tables	£ 609.90
2818 – S Manser – Expenses	£ 17.60
2819 – J Sedge – Pavilion Water Heater Replacement	£ 165.00
2820 – Kent County Council – Consumables (Toilet rolls)	£ 10.20
2821 – Kent County Council – Consumables (Hand towels)	£ 38.40
2822 – N Attwood – Expenses	£ 26.90
2823 – SLCC – Annual Membership	£ 149.00
2824 – N Attwood – Salary & Office Allowance **Post Dated for August	£ 1025.10
2825 – E Whitehouse – Gate Duties **Post Dated for August	£ 60.00
2826 – F Gooch – Expenses	£ 12.60

9 MATTERS OF REPORT

9.1 County Councillor's Report

County Councillor Stockell was not present.

9.2 Borough Councillors/Chairman's Report

It has come to light that Matterdale Gardens have not been receiving The Barming News, only The Barming Link; 35 extra copies may not be enough to cover this area so authorisation was given to order the short fall; Proposed by Cllr Hyndman, seconded by Cllr Manser with all in favour.

Cllr Gooch voiced concerns by two residents affected by a particularly heavy blast on the 14th June 2016 at 2.30pm. Cllr Gooch praised Gallagher's for being very responsive and helpful to the residents.

9.3 Individual Councillors Report

Cllr Hyndman reminded members that the annual allotments visit will take place on Saturday 16th July 2016 at 9.30am.

Cllr Manser asked when the next Hermitage Quarry woodland management meeting would take place, Cllr Gooch informed members that this meeting will occur during October/November and that there will not be any liaison group meetings due to low turnout at previous meetings, overlap with the Woodland Management meeting, and the need to report complaints direct to Gallagher at the time.

Cllr Manser asked whether the same kind of maintenance to remove weeds etc which has been arranged for the parish hall could be arranged at the pavilion. It was agreed for the Clerk to contact the contractor for a quote, which will be placed on the agenda for September's meeting.

ACTION: Clerk

9.4 Clerk's Reports

The Clerk informed members that the Nest Pension Scheme had been successfully set up and the first payment schedule had been received at Nest. The first direct debit should be taken from the BPC bank account on the 10th August; the Clerk will then begin the process of the Declaration of Compliance.

Cllr Gooch asked the Clerk how many extra working hours she had accrued due to the setting up of the pension scheme; the Clerk informed members that 27.5 hours overtime had been worked but this had built up over the past few months due to the whole process not just the staging date week. Cllr Manser suggested members consider an increase of the Clerk's hours. Cllr Vizzard proposed to approve payment for the accrued hours and discuss the matter at the September meeting. This was seconded by Cllr Hyndman with all in favour.

The Clerk had received an email from Claire Chewter, KCC Highways Steward, asking if we require a meeting. Cllr Gooch has a list of ongoing concerns that need to be addressed so would like a meeting arranged. The Clerk will contact Claire.

ACTION: Clerk

10 CORRESPONDENCE

LCR – Summer 2016

11 DATE OF NEXT MEETING

The Full Meeting of the Council will be held on **Wednesday 14th September 2016** at **7.30pm** in the Parish Hall, Tonbridge Road.

The Clerk reminded members that there will be no meeting held during August.

With nothing further to be discussed, the meeting was closed at 9.20pm