

# BARMING PARISH COUNCIL

## MINUTES OF THE MEETING

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

AT THE PARISH HALL, TONBRIDGE ROAD

**PRESENT:** Cllr Gooch in Chair, Cllr Vizzard, Cllr Brotherwood, Cllr Ilsley, Cllr Passmore and Clerk Mrs N Attwood.  
Cllr Pepper arrived shortly after the beginning of the meeting due to prior meeting that she had attended.

**IN ATTENDANCE:** One (the handyman for item 5.2).

**1. APOLOGIES**

Cllr Doe

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

No intent to record any items.

**3. COUNCILLOR DECLARATIONS**

Cllr Gooch declared an interest in item 5.2 Meeting with handyman & 6.3 Online payments

**4. MINUTES of the Meeting held on 18<sup>th</sup> October 2023**

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

**5. RESOURCES AND ENVIRONMENT MATTERS**

**5.1 Footpath Overgrowth off Banky Meadow**

Members ratified the previous decision to proceed with the clearance of the footpath for £300.00. This was proposed by Cllr Gooch, seconded by Cllr Vizzard with all members in favour. The work has been carried out and Cllr Doe has done a really good job of it.

Cllr Ilsley has been looking in to the ownership of the land and informed members of the details. He will now contact the developer who has taken over from previous developers, to ask whether they will consider transferring ownership to BPC. The parish council are fully aware that KCC Highways do not wish to maintain the path, so BPC will continue to maintain until news from the developer is received.

**ACTION: Cllr Ilsley**

**Cllr Gooch left the meeting for the next agenda item.**

**5.2 Meeting with the Handyman**

The purpose of this agenda item was to find out what areas of maintenance the handyman felt needed to be addressed immediately. BPC need to be kept fully aware of work that is due to be carried out, so that it is authorised and budgeted for. Mr Gooch reported that the pavilion hallway will need to be re-painted, which he intends to complete imminently and the car park line painting at the parish hall will need to be carried out in the spring to allow the paint to dry. Members were happy for him to proceed with these jobs. It was also mentioned that in the future, BPC may wish to consider replacing the old light fittings at both premises to new LED fittings which would be more energy efficient. Mr Gooch then went on to explain that he had been trying to catch up with maintenance jobs so that both halls were brought up to a better standard for the hirers. He also explained that he had not charged for the restoration of the Wayside Cross. It was confirmed that the handyman role is for 2 hours per week and for audit purposes, extra work will need to be authorised through BPC, if it is outside of the normal scope. If there are any health and safety issues, then these can be carried out immediately for safety reasons.

The Clerk thanked Mr Gooch for attending the meeting and Cllr Ilsley thanked Mr Gooch on behalf of BPC as he knows that it is difficult to get contractors to complete maintenance jobs and we are lucky to have this service available.

Mr Gooch then stated that the bins are working well now that we have told hirers to dispose of their own rubbish; BPC have made a saving by not having the extra bin and collection.

**Mr Gooch then left the meeting at 20.12 and Cllr Gooch returned.**

### 5.3 Kent Community Rail Partnership

The Chairman and the Clerk had been contacted to ask BPC to consider a request for grant aid. Cllr Passmore proposed a donation of £110.00, this was seconded by Cllr Ilsley with all members in favour.

### 5.4 Draft Budget 2024-2025

The Clerk had previously circulated the draft budget and accompanying notes for members to view. Each line of income and expenditure was discussed and after careful consideration it was agreed to accept the draft budget for 2024-2025. Cllr Gooch proposed, seconded by Cllr Vizzard with all members in favour. The precept required will be £38,445.00 which is an increase of 4.11% against last years precept. The Tax Base Rate has not been received from MBC yet but will be confirmed in time for the January meeting where the paperwork will be completed. The Clerk was thanked for all of her hard work with completing the draft budget and Cllr Gooch asked for the capital projects list to be added to the next agenda.

**ACTION: Clerk**

## 6. FINANCE

### 6.1 Budget Monitoring

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

### 6.2 Income received

The following payments received since the last meeting were noted:

#### Unity Trust Account

Parish Hall Hiring £714.00  
Pavilion Income £1,039.48  
Hiring Deposits £100.00  
Barming News Adverts £195.00  
BYFC £1,095.00  
MBC CIL Payment April-Sept £38,306.44

#### Natwest Account

Interest £39.77  
Parish Hall Hiring Income £51.00  
Barming News Advert £50.00

#### Outstanding Invoices

Invoice: None

### 6.3 Cheques for signature & Online Payments

#### Confirmation of payments made

The following payments were agreed

#### Natwest Direct Debits

MBC NNDR Rates Pavilion £278.00

#### Unity Trust Direct Debits

BT Parish Hall WIFI £34.30  
O2 Mobile Phone Contract £44.80  
Castle Water Allotments £79.12  
EDF Parish Hall £18.54  
EDF Pavilion £43.20  
Castle Water Parish Hall £12.43  
Hugo Fox Website £23.99

#### Employer costs

£2575.40

#### Online payments authorised

Mr P Gooch – Handyman £1056.32  
J Dowle – Allotment fencing £5862.00  
A Doe – Tree work £350.00

A Doe – Tree work £500.00  
Apollo Windows – Sealed unit £290.52  
CSG Global (KCS) – Consumables £82.78  
Deposit & Credit Refund - £66.00  
Commercial Services – Landscape Services £1,931.65  
Deposit Refund - £50.00  
A Doe – Tree work £300.00  
Deposit Refund £100.00  
Maidstone BC – Allotment Rubbish Removal £300.00  
Mrs F Gooch – Expenses £65.42  
Clear It Away – Parish Field Bin £120.00  
Mrs N Attwood – Expenses £49.10  
Deposit Refund - £100.00  
Deposit Refund - £100.00

## **7 PLANNING**

### **7.1 Any planning matters**

None

## **8 MATTERS OF REPORT**

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

Cllr Webb was not present.

Cllr Passmore informed members that Kent County Council is still working on the budget for next year and Amanda Beer has stepped into the Chief Executive position for the next 18 months. He also highlighted the chaos that the proposed closure of four waste tips had caused which included Tovil waste centre. It was disappointing to see that Kent Online had reported on the matter before any official Cabinet decision had been made.

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

Cllr Gooch reported that the borough council are still waiting for the outcome of bids for the Archbishops Palace to run it as a wedding venue.

Progress is slow with the Bio-diversity and Climate Change Action Plan for achieving carbon neutrality by 2030 and there has been a delay with the public consultation on the Town Centre Regeneration project. But the good news is that the Christmas light switch on will be happening on 16<sup>th</sup> November.

### **8.3 Chairman's Report**

Cllr Gooch updated members on the Volunteer Youth Group. Unfortunately, there has been no response for volunteers from the recent Barming News article, but the KCC Youth Leader loves the pavilion and parish field and is really interested in holding sessions for activities during the summer. He will assemble a team and hopefully be able to take advantage of the slots that BPC have offered free of charge.

Cllr Gooch asked the Clerk to add the Community Infrastructure Levy to the next agenda.

### **8.4 Individual Councillors Report**

Cllr Ilsley informed members that he has not heard anything back yet regarding the defibrillator grants that he has applied for, he will continue to keep members updated.

**ACTION: Cllr Ilsley**

Cllr Ilsley has spoken to surveyors at his place of work regarding the disabled facilities at both of the halls and they have agreed to offer a free survey and advice for both premises. Cllr Ilsley and the Clerk will work together to arrange a suitable date for the visit to take place.

**ACTION: Cllr Ilsley, Clerk**

Cllr Ilsley suggested that at the next Remembrance service, BPC could possibly add some information about the parish council at the back of the service sheets. Cllr Gooch will put the suggestion forward at the feedback meeting after the event.

**ACTION: Cllr Gooch**

Cllr Brotherwood gave a report on the proposed Western Boundary work at the allotments. Approximately, 100m is overgrown which varies in depth by 1.5m-3m in places. There is not much allotment use right up to the boundary, but adjacent holders are concerned about future privacy of their plots. The current fence is bowed due to the trees and the footpath is sunken so there is an uneven step which will require a large amount of levelling. The next steps will be for contractors to be contacted with the aim to get work carried out before March. A working group was suggested by Cllr Gooch which will be Cllr Brotherwood, Cllr Pepper and Cllr Gooch who will work together to co-ordinate the project.

**ACTION: Cllr Gooch, Cllr Brotherwood, Cllr Pepper**

Cllr Pepper reported that she has now finished the Emergency Planning and Resilience course that she has been attending. She will now be looking at national and community risk regulations and the points on them that are relevant to the area. Thanks was given to Cllr Pepper for attending the course.

**ACTION: Cllr Pepper**

Cllr Vizzard informed members that on a recent trip to Mote Park he had noticed that the wilding areas were being cleared and he had heard complimentary conversations regarding this. The general feeling was that people preferred it being cut back as a clearer view is gained and visitors feel a lot safer. Cllr Vizzard felt that the borough council should look at having proper wilding corridors in future, as the area looks better when it is shorter.

Cllr Passmore noted that Barry had now stepped down from his position of Allotment Secretary. Barry will be greatly missed and thanks was given from BPC for his many years of commitment and help at the allotments. Cllr Ilsley had purchased a 'thank you and appreciation' card which was signed by members.

### **9.5 Clerk's Reports**

The Clerk informed members that the KALC Community Awards Scheme will be added to the next agenda and members were asked to think of a deserving recipient.

The annual subscription to the CPRE will also be added to the January agenda for members to consider.

The Clerk has received a response from the Horticultural Society with regards to them helping rejuvenate the front garden of the parish hall. They will be meeting on the 20<sup>th</sup> November where the item will be discussed and any willing volunteers will come forward. The Clerk will circulate any future updates that she receives.

### **10 CORRESPONDENCE**

Countryside Voice – Winter 2023  
Kent Voice – Winter 2023  
MBC Local Plan Documentation.

### **11 DATE OF NEXT MEETING**

The next meeting will be held on **Wednesday 10<sup>th</sup> January 2024 at 7.30pm** in the Parish Hall, Tonbridge Road for the regular Full Council Meeting.

The meeting was closed at 21.33pm.