

BARMING PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 8th JUNE 2022 at 7.30pm

AT THE PARISH HALL, TONBRIDGE ROAD

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

IN ATTENDANCE: PCSO Macleod arrived shortly after the start of the meeting.

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 Manser declared a pecuniary interest in agenda item 6.3 (cheques & online payments to be authorised).

Cllr Vizzard declared a pecuniary/other interest in agenda item 5.2 (Hedge suggestion at parish field).

4. MINUTES of the Meeting held on 11th May 2022

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

5. RESOURCES AND ENVIRONMENT MATTERS

5.1 Financial Regulations Update

Following on from the May meeting, where members voted to amend the Financial Regulations, by increasing the need for three quotations for any work over £500 to the new amount of £1000. The updated documentation was signed by the Chairman with all members in favour. The stipulation for any Councillor, or anyone connected to a Councillor, carrying out work for the Council costing £500.00 or more will still require three quotations to ensure value for money.

5.2 Platinum Jubilee Hedge Suggestion at Parish Field

Cllr Passmore provided a detailed map of where BPC could consider planting the trees within the proposed hedge. Cllrs Gooch and Vizzard suggested working in partnership with the Dawn Patrol Rotary Club, as it had worked so well recently with their support planting the hornbeam on the land at Cedar Drive. All members were in favour of this partnership for the project. Cllr Gooch will arrange a site meeting and circulate dates and Cllr Doe will also be asked if he could advise BPC.

ACTION: Cllr Gooch

5.3 Developing the Queens Green Canopy

Cllr Passmore provided a map of the area where BPC wishes for trees to be planted. It is owned by MBC along the riverside adjacent to Riverside Park at East Farleigh. At present the area is overgrown, but Cllr Gooch felt that the area would be ideal for biodiversity and suggested a meeting with Maidstone Borough Council to discuss the matter further, including who would clear the brambles etc. Cllr Passmore added that trees have already been planted further up by Barming Bridge and have taken well. Cllr Passmore will arrange a site meeting with MBC's Biodiversity and Climate Change Manager. Cllr Vizzard will keep Dawn Patrol informed.

ACTION: Cllr Passmore, Cllr Vizzard

5.4 Allotment Northern Boundary: Missing Whips

Cllr Gooch reported that there was no further information regarding the missing whips. Cllr Gooch proposed the 16th July 2022 at 11am for the annual allotment walk round, which she will confirm with the Allotment Secretary. Members can then view the area and decide whether they wish to replant more whips in October time.

ACTION: Cllr Gooch

5.5 Pavilion Curtains/Blinds Installation

Cllr Gooch had investigated the fixings needed and estimated cost for installing curtains which was circulated to members and confirmed that the handyman would install at no further cost. Blinds would not be practical. Cllr Passmore proposed to proceed with the installation of two sets of curtains, this was seconded by Cllr Vizzard with Cllr Manser wishing to have her dissent noted. Cllr Vizzard then proposed that an amount of up to £500.00 for Cllr Gooch to purchase all the fixings and curtains be authorised. This was seconded by Cllr Passmore with Cllr Manser wishing to have her dissent noted.

ACTION: Cllr Gooch

5.6 Play Equipment Inspection Report

The Clerk had previously circulated the annual report to all members. Cllr Passmore suggested that a mix of sand and soil is placed around the areas of exposed matting and each section is cordoned off whilst the area is seeded. Cllr Gooch will ask the handyman to carry out this task. Cllr Passmore then volunteered to carry out a check on the posts on the equipment and will report back to BPC. Cllr Gooch will add new play area signs to the list of new signage that will be ordered for the playing field; new wording will be circulated to members for approval.

ACTION: Cllr Passmore, Cllr Gooch

5.7 Late Payments from Hirers

The Clerk confirmed that one hirer had paid their outstanding invoices into the old Natwest account and Cllr Manser reported that the other hirer had been in touch and informed her that they have new contact details; Cllr Manser will pass these onto the Clerk. Cllr Manser confirmed that she had received cheques from the other late hirer but had not banked them yet.

All members were in favour for the Clerk to send a copy of the terms and conditions to the new contact address and warn the group that if they do not pay their invoices on time, they will risk losing their bookings in accordance with the terms and conditions of hire.

ACTION: Cllr Manser, Clerk

5.8 Noise Complaint

BPC noted the anonymous noise complaint that had been received, but wished to advise residents that anonymous complaints cannot be taken any further. Cllr Gooch suggested that if any residents have neighbourhood complaints, they should report them on the enforcement page of the Maidstone Borough Council website. The PCSO added that if the complaints are of an anti-social nature, then reporting via the police 101 service would be the best route. Cllr Gooch will add this information in the next issue of the Barming News.

ACTION: Cllr Gooch

5.9 Barming Highways Improvement Plan

Cllr Gooch explained that the Highways Improvement Plan (HIP) was an effective tool to enable parish councils to come up with suggestions for local highway improvements. BPC has already started to set up the speed watch initiative; the PCSO confirmed that anyone who is caught speeding via a speed watch group will be visited by her with a warning letter. PCSO Macleod then went on to inform members that if speeding is still an ongoing concern, BPC would be able to contact Kent Police and pay to have an officer with a speed gun attend for the day and issue fines to offenders.

Cllr Gooch reminded members of the projects that BPC had already managed to secure which included the yellow lines at the corner of Maryland Drive (yet to be installed), Keep Clear sign at the top of South Street and reflectors installed on the bollards fronting Hall Cottages. Unfortunately, KCC Highways declined moving the 40MPH sign to Barnjet due to the road layout being unsuitable.

Cllr Gooch has already logged the drainage issues at the crossing and will next look into the Public Rights of Way adoption of the paths between Wesley Close and Banky Meadow.

Cllr Passmore suggested adding the unrestricted bridleway by the Water Tower (MR496 & KM13) as the track is extremely muddy now. Cllr Gooch wondered whether this was down to the recent cable work carried out by Gallaghers and will take a look at the condition of the track. Members also asked whether the handyman would be able to cut back the overgrown hedge by the "Risk of Ice" signage; Cllr Gooch will pass this request on.

ACTION: Cllr Gooch

5.10 Defibrillator at the Bull Pub

The Clerk emailed the contact at SECamb who has kindly sent over the instruction manual and details of what should be checked on a monthly basis. The Clerk has registered the defibrillator on 'The Circuit' (the national defibrillator network) which connects the device to the South East Coast Ambulance Service so the defibrillator is now more likely to be used in an emergency. The Clerk will carry out a monthly check and update the status of the equipment on the network and order any parts when needed. BPC will also get informed if the device has been used and receive prompts to replace out of date pads/batteries etc. Cllr Gooch expressed her thanks to the Clerk for taking on the Parish Council's responsibility and for carrying out the monthly checks.

6 FINANCE

6.1 Budget Monitoring

The Clerk will circulate the budget monitoring and bank reconciliation sheets to all members when the bank statements arrive.

6.2 Income received

The following payments received since the last meeting were noted:

Pavilion Income – 941.38

Parish Hall Income – 341.82

MBC Parish Service Scheme – 1,602.00

Natwest Interest – 3.67

Allotment Rent – 289.26

HMRC VAT Return – 982.63

Outstanding Invoices – Outstanding payments were previously discussed under item 5.7

Confirmation of payments made

The following payments were agreed

DD – BT WIFI 28.15

DD – Waste Collection 19.50

DD – EDF Hall 69.64

DD – EDF pavilion 59.22

DD – Castle Water Allotments 5.00

DD – Castle Water Parish Hall 5.00

DD – Business Stream Waste Water 9.84

6.3 Cheques for signature & Online Payments

Employer costs – 1596.17

Online payments:

Wicksteed equipment inspection - £144.00

Gallagher (AJGIBL) Insurance Policy HISCOX - £1,340.75

KCC Consumables KCS - £106.74

Dusters Cleaning - £225.00

KALC Chairman Conference - £60.00

S Manser expenses - £21.00

N Attwood expenses - £37.06

7 PLANNING

7.1 Any planning matters received prior to the meeting

22/502399/FULL: 13 Cedar Drive – No objections; comments to be submitted by 10th June 2022.

22/502407/FULL: Bywood, North Pole Road – No objections; comments to be submitted by 15th June 2022.

22/502123/FULL: 1-3 Tonbridge Road – Members ratified BPC's comments submitted by the Clerk 30/5/22.

22/502139/FULL: 27 South Street – Members ratified BPC's comments submitted by the Clerk 1/6/22.

22/502420/FULL: 36 Rede Wood Road – No objections; comments to be submitted by 20th June 2022.

22/502661/FULL: Barnjet Cottage – No objections; comments to be submitted by 29th June 2022.

8 MATTERS OF REPORT

8.1 County Councillor's Report

Cllr Webb was not present but his report had been previously circulated by the Clerk on 7/6/22.

8.2 Borough Councillor's Report

Cllr Gooch reported that the new leader of Maidstone Borough Council is Cllr David Burton and the new Mayor of Maidstone is Cllr Derek Mortimer.

8.3 Chairman's Report

Cllr Gooch reported that she had been working on the revised Barming Youth Football Club terms and conditions, further adjustments to the document will be made and the final copy will be circulated.

Cllr Gooch asked the Clerk to chase up Apollo Windows regarding the replacement door hinges at the pavilion as no contact had been made with the handyman.

ACTION: Cllr Gooch, Clerk

Cllr Gooch asked Cllr Vizzard whether he would be available to Chair the future BPC meetings that she was unable to attend due to MBC commitments. Cllr Passmore suggested that we try and move some of the dates to enable the Chairman to attend, which the Clerk and Cllr Gooch will look into. Cllr Vizzard will Chair any meetings that he is required to.

ACTION: Cllr Gooch, Clerk

8.4 Individual Councillors Report

Cllr Manser reported that there are no details listed on the BPC website for the pavilion; the Clerk will check the website and confirm. Cllr Manser then queried the figure for the parish hall income which the Clerk had circulated; the Clerk will look into them and confirm.

ACTION: Clerk

8.5 Clerk's Reports

The Clerk informed members about a complaint that she had recently received concerning the mowing of the BPC owned land on the Tonbridge Road and also tree maintenance. Members were all in favour for Cllr Gooch to approach Cllr Doe regarding the tree maintenance and the grass mowing will recommence at the end of June, as previously arranged. Cllr Gooch asked the Clerk to write to the resident to keep them informed of the outcome.

ACTION: Clerk

9 CORRESPONDENCE

Oast to Coast – emailed to members 07/06/22

10 DATE OF NEXT MEETING

The next Full Council meeting will be held on **Wednesday 13th July 2022 at 7.30pm** in the Parish Hall, Tonbridge Road.

The meeting was closed at 9.08pm.