

BARMING PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 20th FEBRUARY 2019 at 7.30pm

AT THE PARISH HALL, TONBRIDGE ROAD.

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

IN ATTENDANCE: None

PARISHIONERS OPEN SESSION: No members of the public present.

1. **APOLOGIES:** None
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 7.3 (cheques to be signed)
Cllr Gooch declared a pecuniary interest in agenda item 7.3 (cheques to be signed)
Cllr Doe declared a pecuniary interest in agenda items 7.3 (cheques to be signed), 5.3 (Tree Work) and 5.4 (Parish Field/ Church Land Boundary)
4. **MINUTES of the Meeting held on 16th January 2019**
The minutes were **Agreed** as an accurate record and the Chairman signed off the official copy
5. **RESOURCES AND ENVIRONMENT MATTERS**

5.1 Parish Field Play Equipment Upgrade

Members viewed the revised plan and it was explained by Cllr Gooch that the exact layout of the equipment would be mapped on site by the surveyor so members will attend when this is being done to discuss and agree exact locations. Members felt that there is a large amount of grass matting around some of the equipment but not others, which Cllr Gooch will query with the area manager. Cllr Manser said that it was rather disappointing that the metal cuffs to protect the posts were no longer available and was concerned regarding the strimming of the area. It was decided that the easiest way to control the grass around the equipment would be to use some form of weed control so that grass does not grow around the posts. Cllr Gooch proposed to accept the revised plan and costings, subject to the discussion regarding the grass matting; this was seconded by Cllr Manser with all in favour. Cllr Gooch was given delegated powers by members to proceed with placing the order (subject to the grass matting query) and will keep all members updated.

ACTION: Cllr Gooch

5.2 Concrete Removal at Play Area

The quotations that had been received were viewed by members. Cllr Gooch proposed to accept the quotation for the cost of £360.00 inc Vat, this was seconded by Cllr Willson with all in favour. The Clerk will contact the contractor and ask him to complete the work no later than the 25th March.

ACTION: Clerk

Cllr Doe was asked to leave the room for the next two agenda items

5.3 Tree Work: Play Area and BPC Owned land on Tonbridge Rd adj. Matterdale Gardens

Cllr Gooch reported that a good job had been done lifting the trees at the play area and just the stump of the tree that had been removed needs to be grinded out; the yew tree by Matterdale gardens also looks so much better. The work that had been completed by Andrew Doe was ratified with all members in favour.

5.4 Parish Field/Church Lane Boundary

Cllr Manser proposed to accept the quotation from Andrew Doe to top the field maples adjacent to Church Lane and remove debris; this was seconded by Cllr Willson with all in favour. The Clerk will contact the grounds maintenance

contractor to find out how high their hedge trimmers reach for future maintenance and then members can agree a height.
ACTION: Clerk

Cllr Doe re-joined the meeting

Cllr Doe confirmed that the tree stump would be grinded out imminently and he was informed of the decision on item 5.4

5.5 Information Board: Barming Bridge

Unfortunately the quotation has not yet been received so Cllr Gooch will chase and the Clerk was asked to defer the item to the next month's agenda.
ACTION: Cllr Gooch, Clerk

5.6 Annual Parish Meeting

The Clerk has been in contact with Gallagher's inviting them to be this year's guest speakers but has yet to have confirmation of their attendance. Invites to be sent out were discussed and Cllr Manser volunteered to send invites to all of the hirers. Cllr Gooch suggested that the venue is moved to Barming Primary school if there is availability as there would be more parking for guests; Cllr Gooch will contact the school and find out costings. **ACTION: Cllr Gooch**

5.7 Pavilion: Replacement Light Fittings

Cllr Gooch recently spent a large amount of time trying to replace 3 light bulbs; the fittings are rather old and difficult to access, which resulted in one of the bulbs disintegrating. Cllr Gooch suggested that the fittings are replaced with LED units; 7 units will be required for the whole of the pavilion (2 in ladies toilet, 2 in men's toilet, 2 in corridor and 1 in kitchen) Cllr Gooch had found some LED light fittings at B&Q for a cost of £28 and it was suggested that an electrical trade counter may have the units at a cheaper price; Cllr Gooch will look into alternative suppliers. Cllr Vizzard volunteered to install any units that were purchased as he has electrical certification. Cllr Doe proposed to proceed with replacing the units at an approximate cost of £200.00 which was seconded by Cllr Willson with all in favour.

ACTION: Cllr Gooch, Cllr Vizzard

5.8 Kent Minerals and Waste Local Plan 2013-30: Pre Submission Consultation

Members do not wish to comment on this consultation.

5.9 MBC Thin Planning Application Files: Request for Parish Council Volunteers

All members were in favour of BPC volunteering for the Thin Planning Application Files trial period and feedback exercise; the Clerk will register BPC's interest.
ACTION: Clerk

5.10 Business Rates: Parish Hall & Pavilion

At the November meeting the Clerk reported a £4,234.50 small business rate relief (i.e. refund) on our parish hall business rates 2012-18, and that perhaps business rates on the pavilion should be paid, and that details were awaited from the government's Valuation Office Agency.

The VoA has now advised that they have added the pavilion and playing field to their Rating List and allocated a rateable value of £5,300 with effect from the date of the parish hall refund in October 2018. The Chairman is appealing because she feels that business rates should not be payable on a public amenity i.e. the parish field. MBC, who are responsible for collecting the payments, has issued a rate demand of £1157.00 for the period 17.10.18 to 1.3.19; which Cllr Gooch will arrange the direct debit for as they no longer accept cheque payments.

Also, MBC has advised that the small business rate relief can only be awarded for a maximum 12 months from when you become liable for a second property with a rateable value exceeding £2,899 (which the pavilion and playing field does). Therefore they will be advising us what the business rate will be due on the parish hall as from October 2019. The Chairman and Clerk will keep members updated with any information received.
ACTION: Cllr Gooch, Clerk

Cllr Vizzard left the room for the planning section of the meeting.

6. PLANNING

6.1 Applications received prior to the meeting

19/500648/LBC – The Works, Farleigh Bridge, East Farleigh ME16 9NB – Internal alterations to existing first floor office to create a residential dwelling. Internal alterations to ground floor office with installation of external stairs to rear balcony. Changes to fenestration and associated landscaping .

Three members raised no objection and one member objected and will be sending in personal objection comments.

19/500695/LBC - The Works, Farleigh Bridge, East Farleigh ME16 9NB – Listed Building Consent for internal alterations to existing first floor office to create a residential dwelling together with roof alterations to provide access to proposed roof balcony. Internal alterations to existing ground floor office and installation of external stair case to existing balcony. Changes to fenestration and associated landscaping .

Three members raised no objection and one member objected and will be sending in personal objection comments.

19/500694/LBC – The Works, Farleigh Bridge, East Farleigh ME16 9NB – Conversion of existing first floor office to create a residential dwelling together with roof alterations to provide access to proposed roof balcony. Internal alterations to existing ground floor office and installation of external stair case to existing balcony. Changes to fenestration and associated landscaping.

Three members raised no objection and one member objected and will be sending in personal objection comments.

6.2 19/500169 – 10 Tonbridge road – Members ratified the previously submitted comments – all in favour.

Barming Parish Council raises no objection, however we have concerns that the application site lies immediately adjacent to Barming Parish Hall and there is a significant difference in site levels. Furthermore, the hall's emergency fire exit is at the rear of the hall alongside the party (retaining boundary) wall. We therefore request that the following informatives are added to any planning permission:

1. *No construction work should undermine the robustness and stability of the retaining boundary wall, to safeguard parish council property;*
2. *Parking is extremely limited for hirers of the parish hall, and can cause problems for local residents of all the adjacent properties. Therefore during the construction phase, no vehicles connected to the construction shall obstruct the service road fronting the parish hall and adjacent properties.*
3. *Bearing in mind the significant difference in site levels, the site developer is to take all reasonable steps to ensure safety barriers are erected along the boundary wall, in the interests of the safety of users of the fire exit area and of the adjacent car park*
4. *The site developer will indemnify the parish council and its hirers against any damage caused by the construction process.*
5. *Current and future owners of the proposed dwelling are advised that the parish hall is in regular use by hirers weekdays and weekends and evenings, giving rise to possible noise. The parish council takes all reasonable steps and provides terms and conditions to hirers to minimise noise and disturbance as far as is reasonably practical.*

19/500079 – Fellgarth, North Pole Road – Members ratified the previously submitted comments of *no objection* – all in favour.

19/500159-160 – Jessamine Cottage, 37 South Street – Members ratified the previously submitted comments of *no objection* – all in favour.

Cllr Vizzard re-joined the meeting.

7. FINANCE

7.1 Budget Monitoring

The Clerk circulated prior to the meeting.

7.2 Income received

Parish Hall Rent	£ 1,049.62
Pavilion Rent	£ 716.57
Natwest Interest	£ 15.48
Barming News Adverts	£ 32.00
Play Equipment Project Donations	£ 300.00

Confirmation of payments made

To authorise the following payments, made since the last Meeting:

DD – EDF Electric Pavilion	£ 58.00
DD – EDF Electric Parish Hall	£ 62.00
DD – Castle Water – Parish Hall	£ 10.89
DD – Castle Water – Allotments	£ 30.53
DD – MBC Parish Field Bin Collection	£ 19.50
DD – BT Broadband Installation	£ 104.97
DD – BT Broadband Monthly Payment	£ 24.99

7.3 Cheques for signature

To resolve that the following cheques in respect of payments due can be signed:

3138 – Dusters – Cleaning Services	£ 168.00
3139 – Kent County Council (KCS) - Consumables	£ 76.44
3140 – S Manser – Expenses January	£ 12.06
3141 – Mrs F Gooch – Expenses January	£ 28.92
3142 – Kent County Council (KCS) – Consumables	£ 25.74
3143 – Mr A Doe – Tree work at play area & Tonbridge Rd	£ 300.00
3144 – Mr P Gooch – Parish Hall Handle Replacement	£ 31.40
3147 – Mrs N Attwood – Expenses	£ 60.32
Employer Payments -	£1239.74

8 MATTERS OF REPORT

8.1 County Councillor's Report

County Councillor Stockell was not present.

8.2 Borough Councillors/Chairman's Report

The Borough council have been preparing for a Brexit no deal situation and there are now extensive contingency plans in place for all of the services, this is coordinated by the Kent Resilience Forum. The message from Councillors at all levels is that it has been difficult to plan for a situation that we have never experienced, but residents are reminded to keep calm and can be reassured that plans are in place.

Cllr Gooch informed members of the proposed (yet to be confirmed) increase of council tax is 2.99% and the police precept will increase by 14.19% to cover costs for more PCSO's.

Cllr Gooch had attended the highways meeting regarding the gas mains replacement planned work; she was the only parish councillor to attend. It was confirmed that the A26 between Tesco's and the Walnut Tree public house will be closed for 6 weeks from the 23rd July 2019 and also the A228 Malling Road will also be closed for gas mains replacement.

Cllr Gooch requested for the 'authorisation for replacement perspex on the noticeboard at Bull Orchard' be placed on the next agenda; it is now extremely difficult to read notices in small print as the perspex is no longer clear.

ACTION: Clerk

8.3 Individual Councillors Report

Cllr Doe has received complaints regarding the recent blasting at the quarry; tremors could be felt as far down as Bull Orchard. Cllr Gooch has been in contact with Gallagher's and is awaiting a response. **ACTION: Cllr Gooch**

Cllr Doe has received complaints regarding the large amounts of rubbish that are being left at the Church car park, people are obviously starting to visit the area in the evening; a police presence would be advantageous to eradicate any unwanted behaviour. Cllr Gooch confirmed that the borough council would not collect any rubbish as it is private property and a barrier needs to be installed; the Clerk will raise the issue with the local PCSO and request more patrols of the area. **ACTION: Clerk**

Cllr Vizzard confirmed that the crocus blubs have now all been planted.

Cllr Willson has had complaints regarding the path that runs behind Banky Meadow. At times there is a rather strong smell of cannabis within the area and large groups of people have started to congregate there, they seem to park at the end of Broomshaw Road and there are concerns that possible drug dealing could be taking place. The Clerk will inform the PCSO immediately of the concerns. **ACTION: Clerk**

Cllr Manser enquired if any other members have seen the temporary fix that has been carried out on North Street, outside Apple Tree Close as it looks absolutely terrible. Cllr Gooch has also received complaints regarding the workmanship and has already been in contact with KCC Highways and Taylor Wimpey; no response has been received but Cllr Gooch is still chasing. **ACTION: Cllr Gooch**

8.4 Clerk's Report

The Clerk informed members that the audit for this year will take place on the 2nd May 2019.

Cllr Manser was reminded to fill in the separate spreadsheet for any bank transfer payments done by hirers so that payments can be matched correctly on the bank statements.

Confirmation of the Parish Service Scheme payment for 2019-20 has been received (£3,005) which is an increase of £57.00 on last year's figures.

9 CORRESPONDENCE

LCR – Winter 2019

10 DATE OF NEXT MEETING

The next Full Council Meeting will be held on Wednesday 20th March 2019 at 7.30pm in the parish hall on the Tonbridge Road.

Cllr Willson gave apologies to the Clerk for the March meeting.

The meeting was closed at 9.10pm

DRAFT