

BARMING PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 13th OCTOBER 2021 at 7.30pm

AT THE PARISH HALL, TONBRIDGE ROAD

PRESENT: Cllr Gooch in Chair, Cllr Vizzard, Cllr Manser, Cllr Doe, Cllr Passmore, Cllr Williams and the Clerk.

IN ATTENDANCE: Two members of the public

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 Gooch declared a pecuniary interest in agenda item 6.3 (Cheque and online payments)

4. MINUTES of the Meeting held on 8th September 2021

The minutes were **Agreed** as an accurate record by all members.

5. RESOURCES AND ENVIRONMENT MATTERS

5.1 Speed Watch Project

Cllr Williams has been in regular contact with the Community Speed Watch Manager and risk assessments will be carried out on all of the roads where the speed watch will be conducted. Ideally, we will need a team of 6 people so this item will be deferred until January to give adequate time for new volunteers to sign up and training to be completed. Advertisements have been featured in the Barming News and on the website for any interested volunteers to contact the Clerk. Cllr Gooch reminded members that the equipment will need to be recalibrated at a cost of approximately £350.00. Cllr Williams will look into whether there is the opportunity to loan the equipment from the Community Speed Watch Team.

ACTION: Cllr Williams

5.2 Allotment Northern Boundary Planting

Cllr Doe informed members that 100 hawthorn and mixed hedging plants would cost £380.00 from a local nursery. To purchase the hedging, soil and plant them at the allotments would be a total cost of £500.00.

Cllr Doe then left the room for members to discuss.

Cllr Vizzard proposed to proceed with the work, this was seconded by Cllr Williams with all members in favour.

Cllr Doe then re-joined the meeting and confirmed that he would send the relevant paperwork to the Clerk. Cllr Gooch will contact the resident regarding the gate along the parish boundary.

ACTION: Cllr Gooch, Cllr Doe

5.3 Remembrance Sunday Service Arrangement

Cllr Gooch confirmed the safe receipt of the wreath and informed members of the Marshalls meeting on 20th October at 7.30pm. Cllr Doe will be choosing the poem and reading it out on the day.

ACTION: Cllr Doe

5.4 War Memorial Maintenance

Unfortunately, as no information has been received, this item will be deferred until the November meeting.

5.5 Parish Hall Replacement Fire Door

Cllr Vizzard proposed that a new fire door is purchased and installed due to the existing door and frame deteriorating. This was seconded by Cllr Doe with all members in favour. Cllr Doe will obtain three quotations and circulate them to members.

ACTION: Cllr Doe

5.6 Tree Report

Members were all in favour of Cllr Doe contacting Qualitrees on behalf of BPC to raise some queries on the report that has been received. Cllr Doe is a specialist in this field and is the most qualified individual to liaise with them and report back.

ACTION: Cllr Doe

5.7 The Queen's Green Canopy Project

The Rotary Club have approached Cllr Vizzard to seek permission from BPC to plant a tree on parish owned land for the Queen's Green Canopy Project. All members were in favour and a meeting on site with the representative from the Rotary Club and Councillor's will be arranged by Cllr Vizzard. Cllr Gooch suggested that the tree is situated between Cedar Drive and the Manser bench and Cllr Doe suggested that a May tree would be preferable. Cllr Vizzard asked whether a TPO could be placed on the new tree, but Cllr Doe was not sure if it would be appropriate. The Clerk gave Cllr Vizzard a copy of the official briefing note for the project and it was confirmed that the Rotary Club would also provide the official plaque.

ACTION: Cllr Vizzard

5.8 KALC Meeting: Planning Paperwork

Cllr Williams updated members on the recent KALC meeting that she had attended. KALC requested that parishes discuss the Planning Paperwork vs Paperless concept. Cllr Manser had voiced concerns as sometimes there have been issues seeing the planning papers online and they do not always print well. Cllr Williams explained to members that KALC are waiting for further information regarding the availability of future grants for projectors and will keep members up to date with progress. A projector would eliminate printing issues and be a great addition, especially if residents wish to view applications. Cllr Williams confirmed that larger developments would still be sent in paper form to the Clerk. All members were in favour of continuing with the paperless system and Cllr Passmore offered to bring his laptop and projector to the next meeting for a trial run.

ACTION: Cllr Passmore

5.9 BPC Future Projects List

The Clerk will be working on the budget imminently so requested that any ideas for future projects around the parish are emailed to her so finances can be taken into account. As there have been issues with the BPC owned Clerk's laptop, Cllr Gooch proposed that a new one is purchased, this was seconded by Cllr Passmore with all members in favour. Cllr Passmore and Cllr Gooch will email over contact details of the computer support companies that they both use, so that the Clerk can investigate support packages. The Clerk will circulate any quotations that she receives and add the item to the November agenda. Cllr Gooch proposed that a new BPC mobile phone is also purchased for the Clerk and contract options are explored as the 'pay as you go' phone often struggles to get reception with the current provider. Cllr Manser seconded the proposal with all members in favour.

Cllr Gooch reminded members that the CIL list needed to be updated ready for when funding is received.

ACTION: Clerk

5.10 BYFC Annual Meeting

Cllr Manser and the Clerk reported on the recent meeting with the football club and the Clerk confirmed that the future fees for the 2022-23 season had been set at £750.00.

6 FINANCES

6.1 To note Monitoring Report to 30th September 2021

The Clerk circulated finance documentation to all members prior to the meeting.

6.2 To note income received and report any unpaid invoices

The unpaid invoices were discussed in a closed session for data protection purposes and due to the sensitive nature of the situation.

Income received

The following payments received since the last meeting were noted:

Natwest Interest	£	0.36
Barming News Adverts	£	76.00
Pavilion Rent	£	551.80
Parish Hall Rent	£	703.45
Barming News Adverts	£	205.50

Confirmation of payments made

The following payments were agreed

DD – MBC Field Bin	£	19.50
DD – EDF Electric Pavilion	£	19.00
DD – EDF Electric Parish Hall	£	66.00
DD – BT Wifi Monthly Payment	£	28.15
DD – MBC Rates	£	264.00
DD – Unity Trust Service Charge	£	18.00
DD – Business Stream Water	£	54.70

6.3 Cheques and Online Payments

Online: MBC Waste Removal - £120.00
J Sedge Plumbing – £495.00
Dusters – Cleaning £180.00
Hire Deposit Refunds - £100.00
Apollo Windows - £399.86
Qualitrees - £474.00
KALC Training - £60.00
Mrs F Gooch expenses - £80.99
Mr P Gooch Road Equipment Hire - £170.00
Mrs N Attwood expenses - £83.84
KCC – Consumables - £68.16

Employer/Employee payments – £1636.65

Cheque payments: 3437 St Margat's Church – donation £30.00
3438 Hadlum printers – Barming News Print £275.00
3439 KALC - Data Protection Training £42.00

7 PLANNING

Any planning matters received prior to the meeting

21/503817- Sychar, North Pole Road – Members have **no objections** to this planning application.

21/505172/TPOA – 2 The Old School, South Street - TPO Application – Members have no objections to this application.

21/505052/FULL - 69 Beverley Road – Erection of a part single storey and two storey side extension and a part single storey and two storey rear extension – comments due 15/10/21 – Members have **no objections** to this application but would like to see the installation of electric charging points to help mitigate environmental impacts.

21/505369/FULL 7 Bamed Court – Erection of single storey rear extension – Members have **no objections** to this application but would like to see the installation of electric charging points to help mitigate environmental impacts.

21/505249/REM Land South West of Hermitage Lane/Oakapple Lane – Section 73 Application of Minor Material Amendment – Cllr Gooch requested members to **withhold comment** until she has looked further into this application regarding the access.

21/505302/SUB Becketts Place, Rectory Lane – Submission of Details in relation to Listed Buildings Consent
21/503559/LBC – Members have **no objections** to this planning application.

8 MATTERS OF REPORT

8.1 County Councillor's Report

Cllr Webb had previously emailed his report which the Clerk had circulated to members.

8.2 Borough Councillors Report

Cllr Gooch has been extremely busy with Mayoral Duties and reported that from next April the Borough Council will be changing its Governance from a Committee system to a hybrid Cabinet system. This will mean Leader, Cabinet and a four Policy Advisory Committees. Elections will continue to be every three years and they are consulting on whether the current number of 55 Councillors could be reduced.

Cllr Gooch informed members that the Draft Regulation 19 Document for the Local Plan had now been approved for public consultation.

8.3 Individual Councillors Report

Cllr Gooch confirmed that she had managed to still put the bins out at the parish field and compile the Barming News.

Cllr Passmore confirmed that the PCSO had been visible at the towpath and suggested relevant times for him to patrol the area, these included 8am-8.30am at the Farleigh Bridge area and mid-afternoons along the whole stretch; the Clerk will pass this information onto the PCSO.

ACTION: Clerk

Cllr Gooch, Doe and Manser had met down at the parish field to discuss the boundary maintenance in response of recent letters from residents. Cllr Doe will quote to trim the trees to bring them in line on the Eastern boundary. Cllr Gooch requested that the Clerk contacts Landscape Services to arrange a meeting to discuss work on the Lilac tree that has been killed by ivy. A courtesy letter will be sent out to residents in South Street informing them of the work on the boundary once a date is booked in.

ACTION: Cllr Doe, Clerk

Cllr Doe asked if there had been any updates regarding the Church car park gate installation. Cllr Gooch confirmed that permission had been granted but unfortunately, there are now issues with materials which is causing a delay to the work.

Cllr Doe reported that Matterdale Gardens were not happy with the spoil that has been left by the Murphy's contractors at the bottom of North Street. Cllr Gooch will be chasing the company regarding fees for them using parish council owned land.

Cllr Manser requested that the iron posts at the parish field are removed; the Clerk will add this item to the next agenda. **ACTION: Clerk**

Cllr Manser reported that the hoover at the pavilion no longer works; Cllr Gooch will dispose of and reported that she had managed to dispose of the chair that had been dumped in the field.

Cllr Manser informed members that the heaters at the pavilion were rather dirty and the top grills had come off; Cllr Williams volunteered to clean them and Cllr Passmore Volunteered to re-attach the grills.

Cllr Manser had previously reported that the gate at the parish field car park had dropped and was extremely difficult to close. Cllr Doe has now fixed the gate and thanks was formally given to him.

Cllr Manser asked what was occurring with the waste collections as some have not been collected for over a month.

Cllr Gooch highlighted that a feature had been done in the Barming News to inform residents of the driver shortages which are causing the issue, agency staff are being used and MBC are hoping that the situation will improve soon.

8.4 Clerk's Reports

The Clerk reminded members to complete the Community safety Survey that had been previously circulated.

The Clerk will be attending the KALC Data Protection Course and will also be signing up for the new SLCC Finance course.

Police Report:

I have been in the parish car park and the church car park to deter any nuisance vehicles and general nuisance with high visibility. It is also good place to sit up and get through my emails and have lunch!

I have taken a couple of walks down the towpath but have not seen anything concerning as of yet, I will continue to do this when I get the chance.

Other than this it has been really good in the last month which is always nice!

9 CORRESPONDENCE

None

10 DATE OF NEXT MEETING

The next Full Council meeting will be held on **Wednesday 10th November 2021** at **7.30pm** in the Parish Hall, Tonbridge Road.

The meeting was closed at 21.40pm.