

BARMING PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 14th OCTOBER 2020 at 7.30pm

ONLINE VIA ZOOM

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

IN ATTENDANCE: One member of the public present.

1. **APOLOGIES:** Cllr Muthana
2. **NOTIFICATION TO BE RECEIVED FOR INTENT TO FILM, PHOTOGRAPH OR RECORD ANY ITEMS.**
The Clerk recorded the meeting through the Zoom application for security purposes.
3. **COUNCILLOR DECLARATIONS**
The Clerk asked each member in turn and no declarations were recorded.
4. **MINUTES of the Meeting held on 9th September 2020**
The minutes were **Agreed** as an accurate record.
5. **RESOURCES AND ENVIRONMENT MATTERS**

5.1 Continued Delegated Powers for the Clerk

Due to the current pandemic it was recommended that delegated powers continue for the Clerk. Cllr Gooch proposed to continue with the current arrangement which was seconded by Cllr Doe with all members in favour. Thanks, was given to the Clerk for keeping all business logged.

5.2 Resignation of Cllr Parker

Members formally noted the resignation of Mrs Parker with great sadness, Cllr Gooch added that the door will be left open for Mrs Parker as it would be lovely to welcome her back, at some point in the future.

5.3 Covid-19 Decision and Payment Log

The Clerk has kept a log of all payments and decisions that have been made during the pandemic. Members have been updated on other news as well. This was purely done for peace of mind and so that there is an audit trail for future reference. It also has given the Clerk the opportunity to ensure everyone is fully aware of everything that is being done whilst we cope with this challenging time. Members formally noted the receipt of log number 008. The Clerk will continue to produce the log until physical meetings resume.

ACTION: Clerk

5.4 Parish Hall and Pavilion Maintenance: Windows, Decorating & Flooring

Cllr Manser proposed to accept the decorating quotation from Michael Cavanagh which was seconded by Cllr Vizzard with all members in favour. As Michael has advised us to have the flooring fitted prior to decorating, the Clerk will contact Kent Flooring and instruct them to proceed with the flooring work. The Clerk will also chase up Apollo Windows as they have not replied to the recent emails; she will also ask about timeframes of installation.

ACTION: Clerk

5.5 Re-opening of Premises

Members were all in agreement to keep the premises closed at the moment due to the maintenance projects that are being completed. The Clerk added that all risk assessments had been completed, QR codes were displayed and sanitiser stations are in situ. Thanks, was given to Mr Gooch for installing a lovely shelf for the hand sanitiser machine to go on at the pavilion. BPC will continue to monitor government guidance and strive to open premises when appropriate. Cllr Manser mentioned that the QR codes on the fence at the parish field had been damaged by the recent weather. The Clerk confirmed that the codes did not belong to BPC and will email Barming Youth Football Club to inform them.

ACTION: Clerk

5.6 Allotment Boundary

Cllr Gooch, Cllr Muthana, the Clerk and the Allotment Secretary had met at the allotments to view and discuss the gaps in the northern boundary. Cllr Gooch has now contacted three companies to provide advice and quote to secure it appropriately. Cllr Doe added that single panels of chain link may not be effective as good tension is needed which may not be achieved with a single panel. Cllr Gooch will continue to update members.

ACTION: Cllr Gooch

5.7 Remembrance Service Arrangements

Cllr Gooch confirmed receipt of the road closure forms. The service will be greatly reduced with no attendance of scouts or guides. Everyone who attends the wreath laying service at the war memorial must wear face masks and keep socially distanced. Cllr Gooch will email members nearer to the date with arrangement details as these may change due to Government guidelines.

ACTION: Cllr Gooch

6. FINANCE

6.1 Budget Monitoring

The Clerk circulated prior to the meeting and all members confirmed safe receipt of the documentation.

6.2 Income received and any unpaid invoices

There are no outstanding invoices.

Confirmation of payments made

MBC NNDR – Rates pavilion 264.00

BT WIFI – 27.99

Castle Water – 8.63

Castle Water – 28.45

EDF Energy – 78.00

EDF Energy – 76.00

Unity Trust – 18.00

6.3 Cheques for signature

Payments were previously confirmed on the Covid-19 log sheets circulated by the Clerk.

Cllr Vizzard was not involved with comments due to his position on the MBC Planning Committee.

7. PLANNING

7.1 Applications received prior to the meeting

20/503854 – 11 Wesley Close – No objections submitted

20/504529 – Domus North Pole Rd – No objections submitted

20/504587 – 55 Beverley Rd – No objections submitted

Cllr Gooch informed members that the Pea Field planning application will be going to committee next week and will email everyone to arrange who will represent BPC.

8. MATTERS OF REPORT

8.1 County Councillor

Cllr Stockell was not present.

8.2 Borough Councillor/ Chairman

Cllr Gooch congratulated the Clerk on her successful annual appraisal and the recent passes in personal development courses.

8.3 Individual Councillors Report

Cllr Doe heard that all building has been temporarily suspended around the area where sink holes have appeared. Cllr Gooch had not been informed of this but will look into it and report back.

ACTION: Cllr Gooch

Cllr Vizzard reported that he had attended the KCC/MBC Joint Transportation Board meeting and informed members that the proposed cycle lanes along Hermitage Lane had been noted. Also, two roundabouts at the junction of Farleigh Lane and Tonbridge Road had been proposed.

Cllr Vizzard informed all members that he had installed the new heaters at the parish hall.

8.4 Clerk Report

The Clerk has completed all of the nine KALC courses that she enrolled on and has successfully passed each end assessment. The Clerk is currently attending the SLCC Virtual Conference this week.

The police figures that had been received from the PCSO were then read out to members.

The Clerk informed members that she will be working on the budget and asked members to email her with any items/projects to take into consideration.

9. CORRESPONDENCE

None

10. DATE OF NEXT MEETING

As agreed, all future meetings will be arranged depending on Government guidelines. The next meeting is due to take place on Wednesday 11th November 2020 at 7.30pm. Cllr Gooch gave her apologies for the November meeting and Cllr Manser agreed to act as Chairman in her absence.

The meeting was closed at 8.05pm.

DRAFT