

BARMING PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 9th MARCH 2022 at 7.30pm

AT THE PARISH HALL, TONBRIDGE ROAD

PRESENT: Cllr Vizzard in Chair, Cllr Passmore, Cllr Williams, Cllr Doe, Cllr Manser and the Clerk.
County Councillor Webb joined the meeting at 8pm.

IN ATTENDANCE: None

APOLOGIES: Cllr Gooch

- 1. 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 (Cheque and online payments)

- 4. MINUTES of the Meeting held on 9th February 2022**
The minutes were **Agreed** as an accurate record by all members.
Cllr Manser requested that the revised terms and conditions for hiring are posted out to all hirers so that they are aware of the need to PAT test their small appliances (e.g., sound systems for any dance, exercise and toddler groups etc)

ACTION: Clerk

5. RESOURCES AND ENVIRONMENT MATTERS

5.1 Annual Procedural Documentation

Cllr Passmore proposed to adopt all of the annual procedural documentation, this was seconded by Cllr Manser with all members in favour. The paperwork was then duly signed by the Vice Chairman.

5.2 Annual Meeting

The Clerk read out the proposed agenda and Cllr Passmore and Cllr Williams confirmed that they are happy to be guest speakers. Cllr Passmore will bring his projector to the meeting so that his presentation can be seen clearly by any residents attending. Cllr Williams will bring a clipboard along to take the details of any residents who wish to become volunteers. Cllr Passmore will purchase tea bags, milk and sugar and all other members will purchase some biscuits. The Clerk reminded members that they will need to meet at the pavilion at 6-6.30pm to set up the hall in time for the start of the meeting at 7pm.

ACTION: All

5.3 War Memorial

The Clerk reported on behalf of Cllr Gooch that four stone masonry companies from Gallaghers approved list had been contacted for quotations for the work that is required at the War Memorial. Cllr Gooch is hoping to receive positive responses soon and will circulate to members.

ACTION: Cllr Gooch

5.4 Quotations for Parish Field Boundary Work

Members agreed to defer this item until a later date as it is now so close to the nesting season.

5.5 Visual Parish Owned Tree Checks

Cllr Doe and Cllr Manser have been keeping a check on all of the trees around the parish and thanks was given to them. Members were pleased to report that no damage occurred during the recent storms. Cllr Doe did suggest that tree maintenance is needed on the overhanging tree at Cedar Drive; this was discussed further under item 5.10.

5.6 Barming Parish Council Handyman

BPC has difficulty getting reliable and appropriately insured handymen to carry out small general maintenance jobs in a timely manner since previous contractors have retired. Members were in agreement that it would be advantageous to have a more permanent arrangement with a contractor to complete weekly/monthly jobs and any ad-hoc work. Recent jobs have entailed changing light bulbs, patching broken fences, mending slats on the pavilion, mending toilet roll holders, refixing radiators, shelving installation, clearing weeds at both premises, adjusting doors, litter picking, managing the bin collections, maintaining the perimeters of the car parks etc. BPC has already received an offer to quote for the work from Mr Gooch as he has his own van and equipment, regularly tends to the war memorials, litter picks and has public liability insurance. Members felt that to remain transparent, the Clerk should look for further quotations from local handyman companies and place a note on the website for any interested companies to submit quotations. This item will be added to the April agenda where members will discuss all of the quotations that have been received.

ACTION: Clerk

5.7 Defibrillator located at The Bull Inn

Cllr Doe proposed for BPC to proceed with the immediate maintenance costs to keep the defibrillator in working order as it would be a shame to see such valuable asset to the community go to waste. Cllr Doe felt that BPC should then take on responsibility of the equipment. This was seconded by Cllr Williams with all members in favour. Cllr Vizzard suggested that the Clerk approaches the Maidstone Lions to see if they wish to take on the future responsibility of the equipment as they are in the process of installing defibrillators within schools around Maidstone.

ACTION: Clerk

5.8 Barrier for the Parish Hall Car Park

Cllr Manser reported to members regarding the different bollards that she had researched online and the associated costs. Cllr Manser proposed for BPC to purchase 3 bollards from Ultra Secure at a cost of £169.95 each and for David Naghi to install at a day rate of £250. This was seconded By Cllr Passmore with all members in favour. The Clerk will contact Ultra Secure to place the order and check to see if it will be one key for all or multiple.

ACTION: Clerk

5.9 Replacement Basketball Equipment at Parish Field

Members asked the Clerk to check whether Cllr Gooch had approached 3 companies for quotations and if not, seek further quotations from play equipment companies.

ACTION: Clerk

5.10 Tree Maintenance: Cedar Drive Overhang

As mentioned in item 5.5 Cllr Doe informed members that the large beech tree does require reducing and he feels that the request that has been received from the resident is not unreasonable. Members were all in favour of Cllr Doe submitting a quotation to be discussed at the April meeting.

ACTION: Cllr Doe

5.11 Loan of Tables for St Margaret's Church Cream Tea Event

Members were all in favour of the church using the tables for the event. Cllr Manser asked for their representative to contact her to arrange timings for collection and return of the furniture.

ACTION: Cllr Manser, Clerk

6 FINANCES

6.1 To note Monitoring Report to 28th February 2022

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

6.2 To note income received and report any unpaid invoices

Two unpaid hiring invoices were reported and the Clerk will now chase the payment.

ACTION: Clerk

The Clerk informed members that a letter had also been sent out chasing an outstanding payment for an advert in the Barming News.

Income received

The following payments received since the last meeting were noted:

Pavilion Income – 462.50

Parish Hall Income – 678.45

KALC Payment for KCC Covid 19 Contain Outbreak Management Funding – 992.30

Natwest Interest – 0.32

Confirmation of payments made

The following payments were agreed

DD – BT WIFI 28.15

DD – Waste Collection 19.50

DD – EDF Hall 54.71

DD – Castle Water 5.00

DD – EDF pavilion 64.93

Employer costs – 1556.31

Online payments:

Dusters – Cleaning £180.00

S Manser – Expenses £7.92

N Attwood – Expenses £37.87

6.3 Cheques and Online Payments

HMRC Cheque 3446 – 1025.29

Online payments:

Dusters – Cleaning £180.00

S Manser – Expenses £7.92

N Attwood – Expenses £37.87

7 PLANNING

Any planning matters received prior to the meeting

22/500549/FULL Broadlands, North Pole Road ME16 9HG – Comments due 14th March 2022

All members were in favour for the proposed comments from Cllr Gooch to be submitted by the Clerk.

Barming Parish Council notes that the previous proposal 21/504652 was permitted in spite of our serious concerns about, inter alia, the adverse impact on the street scene and absence of biodiversity / renewables provision. This current proposal 22/500549 has the same imposing front elevations. Therefore, the parish council reluctantly raises no objections provided the same conditions are imposed as were imposed on 21/504652, specifically:

(7) The extension/s hereby approved shall not commence above slab level until details of a scheme for the enhancement of biodiversity on the site have been submitted to and approved in writing by the Local Planning Authority. The scheme shall consist of the enhancement of biodiversity through at least one integrated method into the design and appearance of the extension by means such as swift bricks, bat tubes or bee bricks, and through the provision within the site curtilage such as bird boxes, bat boxes, bug hotels, log piles, wildflower planting and hedgehog corridors. The development shall be implemented in accordance with the approved details prior to first use of the extension/s and all features shall be maintained thereafter.

Reason: To enhance the ecology and biodiversity on the site in the future.

(8) The development shall not commence above slab level until details of how decentralised and renewable or low-carbon sources of energy will be incorporated into the development hereby approved have been submitted to and approved in writing by the local planning authority. The approved details shall be installed prior to first occupation and maintained thereafter;

Reason: To ensure an energy efficient form of development

(9) The development hereby approved shall not commence above slab level until a landscape scheme designed in accordance with the principles of the Council's Landscape Guidelines (Maidstone Landscape Character Assessment Supplement 2012) has been submitted to and approved in writing by the local planning authority. The scheme shall use predominantly native or near-native species as appropriate and show all existing trees, hedges and blocks of landscaping on, and immediately adjacent to, the site and indicate whether they are to be retained or removed. It shall also provide details of replacement planting to mitigate any loss of amenity and biodiversity value, the location of any habitat piles of cut and rotting wood and include a plant specification, implementation details, a maintenance schedule and a [5] year management plan. The landscape scheme shall specifically include new native tree planting to the front of the site, together with a comprehensive landscaping scheme for the front and rear gardens.

Reason: In the interests of landscape, visual impact and amenity of the area and to ensure a satisfactory appearance to the development

(10) All such landscaping approved under Condition 9 shall be carried out during the first planting season (October to February) following the first use of any part of the development hereby approved. Any seeding or turfing which fails to establish or any trees or plants which, within five years from the first occupation of a property, commencement of use or adoption of land, die or become so seriously damaged or diseased that their long-term amenity value has been adversely affected shall be replaced in the next planting season with plants of the same species and size as to any variation detailed in the approved landscape scheme unless the local planning authority gives written consent

Reason: In the interests of landscape, visual impact and amenity of the area and to ensure a satisfactory appearance to the development. **ACTION: Clerk**

8 MATTERS OF REPORT

8.1 County Councillor's Report

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

8.2 Borough Councillors Report

Cllr Gooch was not present but Cllr Webb gave members a brief report on the Local Boundary Review and the proposed boundary changes.

BPC Chairman

Cllr Gooch was not present at the meeting.

8.3 Individual Councillors Report

Cllr Passmore asked members who will be responsible for watering the recently planted tree. Cllr Doe said that he is more than happy to take on responsibility of the tree. Cllr Vizzard confirmed that Gallaghers will provide the mounting for the plaque and they are in the process of making it for the Queen's Green Canopy Project.

ACTION: Cllr Doe, Cllr Vizzard

Cllr Williams reported that although not within the parish boundary, she had received a complaint from a resident along Heath Road regarding people setting fire to things on the Heath field. Cllr Williams advised the resident to call 101 and report it directly to the police. The Clerk will circulate the details that she has for the new PCSO.

ACTION: Clerk

Cllr Manser commented that she does not think the local school is arranging anything for the Jubilee Celebrations, which is a shame.

Cllr Manser reported to members that she had attended the recent planning training and was under the impression that listed buildings could not be changed inside or outside. Cllr Manser was concerned that the Egyptian building is a listed building and yet the Borough Council permitted changes to the building. Cllr Doe and Cllr Vizzard both said that they were unaware of any recent changes regarding listed buildings and it is usually due to the grading of the building. Members suggested that Cllr Manser request the training presentation slides so that she could check on any changes to the planning regulations.

ACTION: Cllr Manser

Cllr Vizzard informed members that the MBC Community Protection Team will be displaying domestic support helpline numbers in all of the licensed premises within the borough. With Cllr Gooch's approval, he had displayed the helpline numbers in the toilets at the parish hall and Cllr Manser will also display them in the pavilion.

ACTION: Cllr Manser

8.4 Clerk's Reports

The Clerk informed members that the O2 Business Team are in the process of arranging the new phone contract and all of the signed documents have been submitted. As the Clerk's laptop seems to be working correctly at the moment and the recent updates have not caused any issues, the purchase of a new laptop will be put on hold for the time being.

The Clerk informed members that the audit has been booked in for the 3rd May 2022.

Barming Youth Football Club have responded to the letter that the Clerk sent them regarding the increase of annual fees and the Clerk has circulated the comments to members. This item will be placed on the April agenda for members to discuss.

9 CORRESPONDENCE

None

10 DATE OF NEXT MEETING

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

The meeting was closed at 20.40pm.