

## BARMING PARISH COUNCIL

### MINUTES OF THE MEETING

HELD ON WEDNESDAY 11<sup>th</sup> January 2023 at 7.30pm

AT THE PARISH HALL, TONBRIDGE ROAD

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

**IN ATTENDANCE:** None

**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 Vizzard declared a pecuniary interest in agenda item 5.7 & 5.12A (Maidstone Mediation & Maidstone Dawn Patrol).

Cllr Gooch declared a pecuniary interest in agenda item 6.3 (Online payments)

Cllr Manser declared a pecuniary interest in agenda item 6.3 (online payments)

**4. MINUTES of the Meeting held on 9<sup>th</sup> November 2022**

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

**5. RESOURCES AND ENVIRONMENT MATTERS**

**5.1 Budget 2023-2024**

All members were in favour to approve the draft budget for 2023-24 and the precept paperwork was duly signed by the Chairman and Clerk. The paperwork will now be submitted to MBC.

**ACTION: Clerk**

**5.2 The Community Governance Review Parishes (2022)**

Members discussed the questions within the survey and Cllr Gooch volunteered to complete it on behalf of BPC. The majority of members would support the parish boundary extending to Hermitage Lane to overcome the split of the Beverley Road Estate. The easiest way to extend would be straight to Hermitage Lane and Fountain Lane.

**ACTION: Cllr Gooch**

**5.3 Annual Parish Meeting**

Cllr Gooch suggested inviting the MBC Waste Service Manager as the guest speaker for the annual meeting. Members also agreed that local groups are invited to attend and if they wish, speak for a few minutes about their year and upcoming events. Members have set Wednesday 26<sup>th</sup> April for the provisional date of the meeting, but this will be subject to the availability of hiring the school hall. The Clerk will liaise with the school and Chairman to start the arrangements.

**ACTION: Clerk**

**5.4 KALC Community Awards Adoption and Nomination**

All members were in favour to adopt the KALC community award scheme. Cllr Passmore nominated Rev Wil North to receive the award this year. This was seconded by Cllr Vizzard with four members in favour and one member abstaining. The KALC forms will be completed by Cllr Passmore and Cllr Gooch in sufficient time for the Clerk to submit them prior to 28<sup>th</sup> February.

**ACTION: Cllr Gooch, Cllr Passmore, Clerk**

**5.5 Hiring Terms and Conditions**

The Clerk had previously circulated the amended documents and all members were in favour to adopt the changes.

**5.6 Suggested drop-in Session with PCSO**

Members agreed that although drop-in sessions might be beneficial to the parish, they were concerned that as the Barming News has already been printed and delivered for this quarter, advertising the session may be difficult. Cllr Gooch suggested inviting the PCSO along to the annual meeting to be on hand to speak to residents then.

**ACTION: Clerk**

*Cllr Vizzard left the room as he had declared an interest in the next agenda item*

### **5.7 Funding Request: Maidstone Mediation Scheme**

Cllr Gooch proposed a donation of £50.00 to be sent to the Maidstone Mediation Scheme. This was seconded by Cllr Passmore with three in favour and one member abstaining.

*Cllr Vizzard re-joined the meeting*

### **5.8 Funding Request: Kent Community Railway Partnership**

Cllr Gooch proposed a donation of £100.00 for the KCRP (Sustrans). This was seconded by Cllr Passmore with four members in favour and one objection. Cllr Passmore will send photos to Cllr Gooch for improvements for East Farleigh Station so that they can be sent to KCRP.

**ACTION: Cllr Gooch, Cllr Passmore**

### **5.9 Annual Subscription Renewal: Campaign to Protect Rural England**

All members were in favour to continue the membership at an annual cost of £36.00.

### **5.10 Parish Hall: Self Closing Taps in Toilets**

A quotation had been received for £220.00 for supply and installation and had been circulated. Cllr Gooch proposed to accept the quotation as they will save water and stop the taps from being left on. This was seconded by Cllr Manser with all members in favour. The Clerk will inform the contractor and instruct him to proceed with the work.

**ACTION: Clerk**

### **5.11 Parish Hall and Pavilion: First Aid Kits**

Cllr Gooch had sent details of first aid kits to members prior to the meeting (cost of £20 each) Members were all in favour for two to be purchased for both the parish hall and pavilion.

**ACTION: Cllr Gooch**

Cllr Manser enquired whether a grit bin is required for the parish hall due to the recent bad weather we have experienced. Cllr Gooch confirmed that the handyman clears the path up to the entrance therefore, just a small bag to be stored at the hall would be sufficient; all members agreed that a large salt bin was not required.

*Cllr Vizzard left the room as he had declared an interest in the next agenda item*

### **5.12 Parish Field Hedging/Trees:**

#### **a) Dawn Patrol RC Reimbursement**

The outstanding balance of £34.79 due to be paid to Dawn Patrol RC was authorised with all members in favour. Cllr Gooch will send the Clerk the bank details for the transaction to be processed.

**ACTION: Cllr Gooch, Clerk**

*Cllr Vizzard re-joined the meeting*

#### **b) Queens Green Canopy Sign**

Prior to the meeting, Cllr Gooch had provided members with pictures of the official plaque design and wording for an additional plaque to be displayed beneath it. Cllr Gooch proposed to purchase both plaques from Maidstone signs in stainless steel at a cost of £120 +vat. This was seconded by Cllr Doe with all members in favour. **ACTION: Cllr Gooch**

## **6 FINANCE**

### **6.1 Budget Monitoring**

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

### **6.2 Income received**

The following payments received since the last meeting were noted:

Parish Hall Income £385.02

Pavilion Income £830.40

Barming News Adverts £165.00

HMRC vat refund: £1,275.23

Natwest Interest: £26.72

**Outstanding Invoices – None to report**

#### **Confirmation of payments made**

The following payments were agreed

#### **Natwest Direct Debits**

NNDR Pavilion Rates £264.00

#### **Unity Trust Direct Debits**

Parish Hall WIFI £29.99

O2 Mobile Contract £38.20

MBC Waste Collection £19.50

Castle water Allotments £50.83  
EDF Parish Hall £61.23  
EDF Pavilion £49.54  
Business Stream Pavilion Water and Waste £52.97  
Unity Trust Charge £18.00

### 6.3 Cheques for signature & Online Payments

#### Employer costs

HMRC employer payment £1574.22 (cheque 3450)  
Total Staff Costs £2309.71

#### Online payments authorised

Hiring deposit refunds x5 £351.21  
Kent Playing Fields Subscription £20.00  
Dusters Cleaning £180.00  
David Hadlum Barming News £350.00  
S Manser expenses £18.82  
F Gooch expenses £12.75  
N Attwood £40.51

## 7 PLANNING

### 7.1 Any planning matters

No planning applications to discuss

## 8 MATTERS OF REPORT

### 8.1 County Councillor's Report

Cllr Webb was not present.

### 8.2 Borough Councillor's Report

Cllr Gooch informed members that central Government had helped local authorities on shortfalls with funding and had raised the referendum principle to 3%. There have also been adjustments to business rates which the Borough Council only keeps 10% of. There are planned savings through a balanced budget for next year, which will be ready for approval in February. The Capital budget has been adjusted to enable progression with investment in affordable housing and investing in temporary accommodation. There is a lot of information on the borough council website to help vulnerable individuals along with help with the cost-of-living crisis, Government's 'help for households' campaign and KCC advice services; all links can be found on the MBC website.

### 8.3 Chairman's Report

Cllr Gooch reported that there had been a lot packed into the Barming News this quarter and most of the deliveries had been completed.

### 8.4 Individual Councillors Report

Cllr Passmore reported that although Gallaghers had completed a good job for the second time on the KM13 byway, it still gets ruined by vehicles and may be favourable to change it to a proper road with a footpath so that it could service the 2<sup>nd</sup> access to the Pea Field rather than Broomshaw Road; although this suggestion may be too late to consider. Cllr Passmore would rather see it reduced to a bridleway, but Cllr Doe felt that as it is an ancient by way, it may not be as easy to reclassify. Cllr Gooch will approach KCC and see if she can get any answers. **ACTION: Cllr Gooch**

Cllr Gooch had contacted Public Rights of Way regarding the new bridleways across the Pea Field and has been informed that they will be managed, but at the moment they are subject to a temporary closure until April 2023.

Cllr Passmore suggested that BPC looks into installing a noticeboard by East Farleigh Station so that the residents in that part of the parish can be kept up to date. Members are happy for Cllr Passmore to ask where we would have permission to place one. Members felt that a single panel would be sufficient and Cllr Manser suggested asking Network Rail if we could install it either by the ticket machine or by the car park area. **ACTION: Cllr Passmore**

Cllr Passmore is keen to work again with the Dawn Patrol and plant more hedging around the parish. Cllr Passmore will come up with some suggestions and circulate to members. **ACTION: Cllr Passmore**

### 8.5 Clerk's Reports

The Clerk informed members that a complaint had been received regarding the ivy growing over the boundary from the parish field. Cllr Doe will send in a quotation and if members are happy for him to proceed, he will hopefully get it cut back next week. **ACTION: Cllr Doe**

The emergency planning department had contacted BPC for assistance in finding suitable water distribution sites in parishes across the borough of Maidstone. Cllr Passmore had sent the Clerk a comprehensive chart of local sites which all members were happy for her to forward to the Emergency Planning Officer.

**ACTION: Clerk**

The Clerk has received some email suggestions for the allotment windfall money; this item will be placed on the February agenda for further discussion.

**ACTION: Clerk**

The Clerk had received a cheque for £2,500 from the South East Water Summer Demand Community Chest Fund and felt that it would be a nice idea to give to back to members of the local community by celebrating the King's Coronation in some way. This item will be added to the February agenda for further discussion.

**ACTION: Clerk**

## **9 CORRESPONDENCE**

Countryside Voices – Autumn-Winter 2022/23

## **10 DATE OF NEXT MEETING**

The next Full Council meeting will be held on **Wednesday 8<sup>th</sup> February 2023** at **7.30pm** in the Parish Hall, Tonbridge Road.

The meeting was closed at 9.34pm.

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