

## BARMING PARISH COUNCIL

### MINUTES OF THE MEETING

HELD ON WEDNESDAY 17<sup>th</sup> MARCH 2021 at 7.30pm

ONLINE VIA ZOOM

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

**IN ATTENDANCE:** One member of the public was present.

1. **APOLOGIES:** None
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**  
No declarations were recorded.
4. **MINUTES of the Meeting held on 17<sup>th</sup> February 2021**  
The minutes were **Agreed** as an accurate record. Proposed by Cllr Vizzard, seconded by Cllr Manser with all members in favour.

#### 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 arrangement, this was seconded by Cllr Manser with all members in favour.

##### 5.2 Resignation of Cllr Muthana

Cllr Gooch reported with great sadness, the resignation of Angela Muthana. Thanks was given to Angela for all of her help and members wish her well for the future and in her next project. Cllr Gooch and the Clerk confirmed that the relevant paperwork had been completed and submitted.

##### 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. Cllr Gooch proposed to formally note the receipt of log number 013 and continue with the arrangement. This was seconded by Cllr Vizzard with all members in favour. The Clerk will continue to produce the log until physical meetings resume.

**ACTION: Clerk**

##### 5.4 Annual Procedural Documentation:

**Standing Orders, Financial Regulations, Internal Controls, Risk Assessment, Complaints Procedure, Code of Conduct, Grievance Policy.**

The Clerk had circulated all of the documents prior to the meeting. Cllr Williams proposed to adopt all of the 2021 documents. This was seconded by Cllr Vizzard with all members in favour.

##### 5.5 Allotments Northern Boundary

Cllr Gooch thanked Cllr Doe for the recent meeting that they had with the Allotment Secretary to view and discuss the boundary. It was agreed that planting between the conifers is necessary to help improve boundary security. The Clerk confirmed that letters had been sent out to formally notify the plot holders affected. Barry will discuss with them the level of clearance that will be needed by the boundary. Cllr Doe will check when the areas are cleared so that he can then provide us with the quote for the purchase and planting of natural hedging, to be carried out within this current planting season. Cllr Gooch and Cllr Doe were also able to ask the resident about the boundary gate.

**ACTION: Cllr Doe**

### **5.6 BPC Speed Watch**

Cllr Gooch confirmed to members that Speed Watch is now called Community Speed Watch (CSW) and from the Kent Police website, found information that CSW is 'owned' and operated by the community group that runs it – for example, the local parish council or a resident's association. Training is required and it is provided by Kent Police. Cllr Gooch suggested that this topic is featured in the next Barming News to see if anyone is willing to lead on this project and contact Kent Police via their website, get trained and organise volunteers. The Clerk will contact the insurance company to check any stipulations on volunteers using the equipment. Cllr Vizzard suggested that a parish councillor should be part of the team. Cllr Williams volunteered to act as liaison for BPC and is happy to attend any training if the project does go ahead. BPC will update on any progress after the Barming News feature. **ACTION: Cllr Gooch, Clerk**

### **5.7 Wild Flowers Around the Parish**

Cllr Manser reported that she has planted some wild flowers in the front area of the parish hall and Cllr Gooch confirmed that the area on the Tonbridge Road (that members had previously designated as a wild area) had not been mowed. Cllr Gooch will feature the item in the next issue of the Barming News to try and encourage residents to plant wild flowers in their own gardens and also contact the resident who brought the matter to our attention. Members all felt it is off to a good start! **ACTION: Cllr Gooch**

### **5.8 Trees around the parish**

Cllr Doe will be contacting the residents who have concerns regarding the Field Maples at the parish field and will report back to members if any other trees require attention around the parish. **ACTION: Cllr Doe**

### **5.9 Opening of Halls**

The Clerk circulated the paperwork that will need to be followed when we do reopen the premises. It was agreed by all members to hold fire with committing to any dates and to see how the school returns etc change the lock down easing. The item will be placed on the next agenda to discuss updates and hopefully we can finally welcome our hirers back soon.

Cllr Manser has started to contact the hirers to see if they still require their booking slots when we can reopen, but has only heard back from one group so far. Cllr Williams did highlight that some groups may have furloughed staff or had grants so they may not even be in the position to discuss business until a later date. **ACTION: Clerk**

### **5.10 Grant Requests: Samaritans Donations to be Considered**

#### **Air Ambulance Kent, Surrey and Sussex £500 Request**

Cllr Gooch recommended a donation of £24.00 is sent to the Samaritans which will help cover the training costs of a new volunteer. This was seconded by Cllr Williams with all members in favour.

Cllr Doe recommended refusal of the £500.00 request from the Air Ambulance. This was seconded by Cllr Gooch with all members in favour.

### **5.11 Kent Highways: Vision Zero Strategy**

Cllr Gooch reported that she had attended one of the virtual workshops that KCC had organised with KALC to give the opportunity for Parish, Town, Community and County Councillors to discuss the strategy and to give their input. Cllr Gooch has responded in support to the public consultation which ended on March 15<sup>th</sup> on behalf of Barming Parish Council. Cllr Vizzard added that there is an increased emphasis on walking and cycling in the strategy.

KCC have been consulting on their draft five-year Road Safety Strategy for Kent and their 30 year 'Vision Zero'. It aims for zero (or as close as possible) fatalities on Kent's roads each year by 2050 by adopting a 'Safe Systems' approach which accepts that even the most conscientious person can make a mistake at some point, but to ensure that mistakes do not lead to a crash or, if it does, it's sufficiently controlled to not cause a death or a life-changing injury.

The draft Road Safety Strategy (2021 to 2026) sets a target to reduce average 45 deaths on Kent's roads each year to no more than 39 traffic fatalities by 2026. They'll be looking beyond KSI data (killed & seriously injured) to monitor existing road approaches, look at driver behaviour, work to making walking and cycling a safe and easy choice, and they will engage locally with Kent's communities. The Strategy covers data and risk, and how we can all work towards safer roads and streets, safer speeds, safer behaviours etc.

## 6. FINANCE

### 6.1 Budget Monitoring

The Clerk circulated the papers prior to the meeting.

The Clerk informed all members that she had added the business rates payment to the Unity Trust Account online transactions list and requested that it is authorised for payment. Cllr Gooch will make sure this is completed tomorrow and Cllr Manser will authorise once she can log on. The Clerk will cancel the transaction if it is not completed within the correct time limit and instruct Cllr Gooch to arrange payment via Natwest.

**ACTION: Cllr Gooch, Cllr Manser, Clerk**

### 6.2 Income received and any unpaid invoices

Natwest interest 0.41

Barming News Adverts 31.50

There are no outstanding invoices.

### Confirmation of payments made

MBC Rates 264.00

Parish Hall WIFI 27.99

Parish Field Waste Bin Collection 28.45

Castle Water parish hall 8.63

Castle Water Allotments 28.45

EDF Energy parish hall 66.00

### 6.3 Cheques for signature

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

## 7. PLANNING

### 7.1 Applications received prior to the meeting

None

Cllr Gooch reiterated how hard the 'Give Peas a Chance' group had worked. Unfortunately, the planning application went through on the Maidstone side. The group have continued to motivate residents to submit objections to the Tonbridge and Malling side of the application. Cllr Gooch has logged comments for BPC relevant to the Tonbridge and Malling side and reported that the committee meeting for the application is tomorrow evening. We certainly have not laid back in objecting to these applications and everyone involved has put up a good fight.

A candidate for the KCC Maidstone Rural West Division enquired if there had been a response from the Rural West Councillor (Cllr Stockell); Cllr Gooch was not aware of any response.

## 8. MATTERS OF REPORT

### 8.1 County Councillor

Cllr Stockell was not present.

### 8.2 Borough Councillor/ Chairman

Cllr Gooch reported that Mr Gooch had reattached some of the wooden slats that had fallen down on the car park fence at the parish field car park. Cllr Gooch suggested that we monitor the fence and add the replacement to our future projects list. The play area fence is also slightly loose and in time will require a fencing contractor to add supports in; again, the situation will be monitored and added to the future projects list.

**ACTION: Clerk**

Cllr Gooch informed members that she will be working on a Highways Improvement Plan for the parish and will circulate once finished for comments.

**ACTION: Cllr Gooch**

### 8.3 Individual Councillors Report

Cllr Manser asked whether we should be correcting the issues that have been highlighted on the MBC play area report. The Clerk reminded Cllr Manser that no fault had been found to the weld on the rope climber and that she had reported back to MBC. Cllr Gooch suggested that the Clerk offers the MBC inspector to meet with BPC on site to discuss the report; the Clerk will email the relevant department and arrange the full annual inspection with Wicksteed.

**ACTION: Clerk**

Cllr Doe asked whether any members know when the cycle track that leads down to the Malta Inn will be fixed/maintained. It is a shame that there has been no after care and a large chunk is damaged just before Aylesford. Cllr Gooch reminded members that a few bridges had been washed away in the recent bad weather and although money is being saved to replace them, she is sure that Highways have it all in hand.

Cllr Williams reported that she had seen a few complaints on a local community group regarding vehicles driving over grass verges whilst Glebe Lane had been cordoned off by the Water Board. There were clearly not enough cordons in place which then led to safety concerns for pedestrians. Cllr Gooch suggested that Cllr Williams obtains the work permit number and reports the issue online to Highways.

**ACTION: Cllr Williams**

Cllr Vizzard asked whether the double yellow lines request for South Street or a junction improvement could be added to the Highways Plan which Cllr Gooch will be working on. Cllr Gooch said that junction improvement would be difficult as it could not be widened due to the buildings, but she would definitely be adding all of the issues to the plan.

#### **8.4 Clerk Report**

The Clerk informed members that she had received an email regarding the fire extinguisher maintenance contract and asked everyone to check their emails and respond.

#### **9. CORRESPONDENCE**

LCR Magazine – the Clerk will post out to members.

#### **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 Thursday 15<sup>th</sup> April 2021 at 7.30pm.

The meeting was closed at 8.35pm.

DRAFT