

BARMING PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 21st JUNE 2023 at 7.30pm

AT THE PARISH HALL, TONBRIDGE ROAD

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

IN ATTENDANCE: Three members of the public attending for co-option interviews.

Public Session

Two residents had also registered their concerns regarding a planning application 23/502179 but could not make the meeting. Although this is slightly out of the parish boundary Cllr Gooch has assisted them as Borough Councillor.

1. APOLOGIES

Cllr Doe, County Cllr Webb

2. NOTIFICATION TO BE RECEIVED FOR INTENT TO FILM, PHOTOGRAPH OR RECORD ANY ITEMS.

No intent to record any items.

3. COUNCILLOR DECLARATIONS

None

4. MINUTES of the Meeting held on 10th May 2023

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

5. CO-OPTION of Parish Councillor

Three individuals had applied to the Clerk for co-option and they were interviewed one at a time. Each person informed members of their skill set and why they wished to become a Councillor and were then asked some questions. All members were in favour to co-opt all three individuals and then Cllr Pepper, Cllr Ilsley and Cllr Kennedy were welcomed onto the parish council.

The Clerk will arrange the necessary paperwork for MBC, update the website and send the welcome pack to the new members.

ACTION: Clerk

Meeting continued at 8.15pm

6. RESOURCES AND ENVIRONMENT MATTERS

6.1 BPC Future Meeting Dates

Cllr Gooch needed to rearrange two future meeting dates due to clashes with Borough Council meetings. The October meeting will be held on the 18th instead of the 11th and the March meeting will be held on the 20th instead of the 13th. Cllr Gooch also sends apologies for the July meeting. All members were in favour of the date changes and the Clerk will send out a reminder to all.

ACTION: Clerk

6.2 Overtime Payment to Clerk

Due to the Clerk taking over the invoicing, bookings and diaries for the regular hirers since March, she had accumulated overtime hours. As the payment had to be processed through the pay roll system at the beginning of June, approval was sought from members to then be formally ratified at this meeting. All members were in favour to ratify this decision.

6.3 Allotment Northern Boundary

Cllr Gooch had requested five quotations from the companies that she had previously met on site. Contractor A £8,820.00 inc vat, Contractor B £13,640 +vat, Contractor C £8,724 inc vat, Contractor D no quotation received, Contractor E no quotation received. Cllr Pepper enquired as to why the northern boundary was being completed before the western one as she felt there was more risk from people accessing the allotments from the path rather than by the road. Cllr Gooch explained that the western boundary is going to take a lot more work due to the amount of soil that will need to be removed and that BPC had already arranged a timeline with allotment holders so that produce would not be affected.

Cllr Vizzard proposed to accept the quotation from Contractor C (J Dowle £8,724.00) this was seconded by Cllr Passmore with all members in favour. Cllr Kennedy, Cllr Ilsley and Cllr Pepper discussed the possibility of funding for the future western boundary work and it was agreed that their help and project management for this future work would be

appreciated. The Clerk will contact J Dowle to accept the quotation and arrange the 50% deposit payment for the fencing cost.

ACTION: Clerk

6.4 SLCC Annual Membership Payment

Cllr Gooch proposed to authorise the payment of £222.00 for the annual membership. This was seconded by Cllr Vizzard with all members in favour. The Clerk will complete the renewal survey and arrange the payment.

ACTION: Clerk

6.5 Notice Board Quotation: East Farleigh Station

Cllr Gooch had requested a quotation from Greenbarnes (£799.44 inc vat & delivery) which is the company who have supplied BPC with all of the notice boards around the parish. The handyman will then install. Cllr Vizzard proposed to accept the quotation and proceed with the order. This was seconded by Cllr Passmore with all members in favour. The Clerk will contact Greenbarnes and place the order.

ACTION: Clerk

6.6 Parish Field: Commercial Waste Collection

Due to ongoing issues with parking, pot holes and over hanging branches the usual commercial waste service collection provider has terminated our contract and will no longer be collecting the waste from the parish field. As this could be an issue regarding health and safety, the Clerk immediately found another local company and the Chairman has met with them on site to discuss the collections required. The new company (Clearaway) will charge £20.00 per month which will be invoiced to BPC. Cllr Gooch proposed to accept the quotation and proceed with the new company. This was seconded by Cllr Passmore with all members in favour.

6.7 Parish Field: Signage for the Control of Dogs

Due to the recent incident that occurred at the parish field where a small dog was attacked by a larger dog, BPC were prompted to contact MBC for advice. For the law to come in to place, the dog has to be listed on the dangerous dogs list and unless someone is physically hurt then no further action is taken. Concerned about over -signage, Cllr Gooch will circulate to the new members photos of the signage that has already been installed at the parish field. Cllr Ilsley will look at various ideas for a polite reminder sign around the lines of "Thank you for keeping your dog under control in this public area" This item will be added to the July agenda.

ACTION: Cllr Gooch, Cllr

Ilsley and Clerk

6.8 Kent Minerals Sites Plan Review: Potential Site South and West of Hermitage Quarry

Cllr Gooch reminded members of the KCC consultation as the county will run out of crushed rocks within the next 8 years which is why there has been a call for sites. Gallaghers have suggested a site and it was the only site that was offered. KCC are now evidence gathering and will see if it will be added to their minerals plan. Cllr Passmore will circulate a proposed response on the consultation for members to comment on at the next meeting.

ACTION: Cllr Passmore

Cllr Gooch noted that it was now 9.30pm and proposed that the meeting was extended until 10pm. All members were in favour to continue the meeting until that time.

6.9 Annual Internal Audit Report

The Clerk previously circulated the full report to all councillors and will circulate to the new members. Cllr Gooch formally thanked the Clerk for all of her hard work which has resulted in a clean bill of notes for BPC. The comments noted were the play area inspection training which will be arranged for Mr Gooch, the Clerk will arrange the signatories on the Unity account due to changes in Councillors and an upgrade to the booking system will be set up in due course and the email account has already been transferred to Cllr Gooch.

ACTION: Cllr Gooch, Clerk

7 FINANCE

7.1 Budget Monitoring

The Clerk circulated the budget monitoring and bank reconciliation prior to the meeting.

7.2 Income received

The following payments received since the last meeting were noted:

Unity Trust Account

Parish Hall Income £467.50

Pavilion Income £676.25

Barming News Adverts £35.00

Allotment Rent (2023-24) £108.00

Coronation Mugs £55.00

Hiring Deposits £100.00

Natwest Account

Parish Hall Income £51.00
Natwest Interest £31.53
Allotment Income £54.00
Coronation Mugs £15.00

Outstanding Invoices

Invoice: None outstanding

7.3 Cheques for signature & Online Payments**Confirmation of payments made**

The following payments were agreed

Natwest Direct Debits

MBC NNDR Rates Pavilion £278.00
PWL B £863.20

Unity Trust Direct Debits

Castle Water Parish Hall £16.89
Parish Hall WIFI £37.64
O2 Mobile Contract £44.80
MBC Waste Collection £21.45
Castle water Allotments £148.27
Business Stream Waste Water Parish Hall £25.62
EDF Parish Hall £107.30
EDF Pavilion £94.54

Employer costs

Total Staff Costs £1515.36

Online payments authorised

Hire deposit refund £100.00
F Gooch expenses £34.82 (May)
A Doe tree work £400.00
Zurich insurance £1067.17
F Gooch expenses £68.70 (June)
Hiring deposit refund £100.00
Dusters – Cleaning £204.00
N Attwood salary remainder and expenses £165.09
CSG Global Education consumables £27.49
CSG Global Education consumables £91.18
Warford Computers - S Manser/booking clerk £150.00

8 PLANNING**8.1 Any planning matters****23/501009/Full Chord Electronics Ltd: Erection of a 3rd Floor to The Old Pump House Farleigh Bridge**

Members noted that the committee meeting date for this planning application is 22/6/23.

23/502751/PNEXT – 46 North Street ME16 9HF, Prior notification for a proposed single storey extension.

BPC has no comment to make on this planning application.

9 MATTERS OF REPORT**9.1 County Councillor's Report**

Cllr Webb was not present.

9.2 Borough Councillor's Report

Cllr Gooch reported on the Community Governance Review of the parish boundaries. Due to the developments around the area, it has been proposed to extend the BPC boundary up to Hermitage Lane and Farleigh Lane which will double the number of properties that fall under BPC. The consultation will run until August and the Clerk will add this item to the July agenda for comments from members.

ACTION: Clerk

9.3Chairman's Report

Cllr Gooch reported on the loss of the Number 8 service bus from the 24/7/23 which is such a shame. The Nu Venture number 78 bus was discontinued, but this will now be reinstated possibly once a day. Cllr Gooch will find out further details and advertise in the Barming News.

ACTION: Cllr Gooch

The waste bin at KM11 (Wesley Road/ Banky Meadow) had been vandalised. Cllr Gooch and her husband had collected up all of the rubbish that the children had scattered everywhere, but unfortunately the inner part of the bin was missing. They reported this so hopefully it should be back in place now.

Cllr Gooch reported that we have a new police officer for the area (PC Nick Benson) from the recent PCSO transition. There will now be beat officers, neighbourhood teams and task force officers which the police are still recruiting for.

9.4 Individual Councillors Report

Cllr Passmore informed members that he has been approached by an individual wishing to scatter some ashes of a loyal allotment plot holder up at the allotments. BPC send their condolences and although it is a lovely idea, feel that the ashes should be appropriately scattered in a particular area at the edge of the boundary rather than on an actual plot to save any future unintended consequences. Cllr Passmore will liaise with all of the relevant individuals.

ACTION: Cllr Passmore

9.4 Clerk's Reports

The Clerk has received three complaints regarding the over grown vegetation along the tow path which she has logged with KCC. Cllr Gooch suggested contacting the County Councillor for some assistance.

ACTION: Clerk

Sandra Manser had sent the Clerk her resignation with immediate effect. Members gave thanks to Sandra for her service and for her dedication over the years.

10 CORRESPONDENCE

None

11 DATE OF NEXT MEETING

The next meeting will be held on **Wednesday 12th July 2023 at 7.30pm** in the Parish Hall, Tonbridge Road for the regular Full Council Meeting.

The meeting was closed at 21.57pm