

## BARMING PARISH COUNCIL

### MINUTES OF THE MEETING

HELD ON WEDNESDAY 10<sup>th</sup> NOVEMBER 2021 at 7.30pm

AT THE PARISH HALL, TONBRIDGE ROAD

**PRESENT:** Cllr Gooch in Chair, Cllr Passmore, Cllr Manser, Cllr Doe, Cllr Williams and the Clerk.

**IN ATTENDANCE:** None

**1. APOLOGIES**

None received – Cllr Gooch was aware that Cllr Vizzard was elsewhere and reminded members that apologies must be sent to the Clerk with a reason for absence.

**2. 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 13<sup>th</sup> October 2021**

The minutes were **Agreed** as an accurate record by all members.

**5. RESOURCES AND ENVIRONMENT MATTERS**

**5.1 Draft Budget**

Prior to the meeting, the Clerk had circulated the draft budget figures along with comprehensive explanation notes. Members discussed each individual budget line and came to the conclusion that the allotment plots will increase in rent by 3%. The Barming News adverts will increase to £17.50 for a quarter page, £33.00 for a half page and £65.00 for a full-page advert. The hiring fees will also increase for the parish hall and pavilion to £7.70 per hour for regular bookings and £11.50 per hour for one off hiring. The Clerk will recalculate the figures and circulate to members for the finalised budget to be agreed at the January meeting.

**ACTION: Clerk**

**5.2 KCC Contain Outbreak Management Funding**

The Clerk informed members of the possible funding available to BPC from KCC to be used to support efforts towards containing the spread of Covid-19 and to go towards the additional costs that parish councils incurred. The Clerk will submit an application for funding before the cut off date of 31<sup>st</sup> January 2022.

**ACTION: Clerk**

**5.3 War Memorial Maintenance**

As no further information has been received, this item will be deferred until the January meeting.

**5.4 BPC IT Support Services**

The Clerk had contacted three companies to discuss future IT support service and all three had been extremely helpful with their advice and offers of telephone and remote assistance. Cllr Gooch proposed to proceed with contractor A (Warford Computers) who will assess how much BPC use his services within the first 6 months, and then see if an annual contract would be appropriate. This was seconded by Cllr Manser with all members in favour. The Clerk will keep in contact with the company that Cllr Passmore recommended as they also were extremely helpful and may be able to offer assistance in the future.

**5.5 BPC Laptop and Phone**

Cllr Gooch proposed for the Clerk to proceed with the business 36-month contract agreement with O2 (which includes the SE handset) this was seconded by Cllr Manser with all members in favour.

Although the laptop suggested by Curry's would suit the needs of BPC, members felt that the Clerk should contact Warford's Computers to see if he would be able to obtain a better deal on the equipment before going ahead with the purchase. This item will be added to the January agenda.

**ACTION: Clerk**

## **5.6 The Queen's Green Canopy Project**

Cllr Gooch will be arranging a date for the meeting to discuss the tree planting with Cllr Vizzard, Cllr Manser and Cllr Doe. Cllr Passmore suggested planting more trees in other locations around the parish as it would be a benefit to residents. Unfortunately, members felt it would be rather difficult as BPC do not have ownership of any other land. Cllr Manser suggested planting trees at the allotments, but there were concerns that trees in this location could shade some of the plots.

**ACTION; Cllr Gooch**

## **5.7 Removal of Iron Posts at Parish Field**

Members were all in favour of the post in the play area being removed and the two disclaimer posts in the car park to be replaced with new poles and signage. Cllr Gooch will contact Maidstone Borough Council and Maidstone Signs to carry out the work.

**ACTION: Cllr Gooch**

## **5.8 Replacement Fire Door at Parish Field; also Field Gate**

The Clerk contacted two companies for quotations and Cllr Doe was also going to ask one of his other contacts to quote as well.

Contractor A To supply and fit a white UPVC fire door (opening out resi door for fire escape) £1995.86 ex vat. If BPC wishes to upgrade to a commercial aluminium profile the contract sum would increase to £4665.50 ex vat.

Contractor B an email was received to inform the Clerk that he would be visiting the hall for the quotation. The Clerk replied and asked if he could also quote to fix the parish field gate when he visited the parish for the other quote - no quotations have been received yet.

This item was deferred until the January meeting; Cllr Doe will chase up the other quotation and the Clerk will contact fencing companies for the field gate quotation.

**ACTION: Cllr Doe, Clerk**

## **5.9 Tree Report and Tree Planting (Allotments Northern Boundary)**

Cllr Doe reported that he was still waiting for Qualitrees to contact him so asked for the item to be deferred until the January meeting. Cllr Doe confirmed that the plants had been purchased for the allotment boundary and will be planted as soon as they arrive. Cllr Gooch will contact the adjoining resident to inform them that work will be taking place within the next few weeks and to find out if they will be installing their new gate soon.

**ACTION: Cllr Gooch, Cllr Doe**

## **5.10 Boundary Maintenance at Parish Field**

Cllr Doe left the meeting to allow members to discuss the quotation that he had submitted for the boundary work at the parish field.

Cllr Manser proposed to accept the quotation which was seconded by Cllr Gooch with all members in favour.

Cllr Doe then re-joined the meeting.

The Clerk informed members of the complaint that she had received regarding the height of the boundary at the top of the field by the hardstanding area. Landscape Services have been asked to complete the annual maintenance on the boundary as soon as possible and Cllr Doe offered to visit the resident to view their side and report back to BPC. The Clerk will contact the resident for data protection purposes and obtain permission to pass on her details to Cllr Doe.

**ACTION: Cllr Doe, Clerk**

## **5.11 Remembrance Sunday Service: Final Arrangements**

Cllr Gooch informed members that 10.30am will be the meeting time at the war memorial where services sheets will be collected ready to hand out. Mr Gooch will be checking the area on the Saturday and all marshals had been briefed on their responsibilities.

## **5.12 Murphy's Spoil: Corner of Tonbridge Road/ North Street**

Cllr Gooch reported that the spoil had now been removed from the parish council owned land and the area had been re-seeded and top soiled. Cllr Gooch has emailed Murphy's to express her disappointment in their lack of response to BPC's original complaint regarding use of the land without consent. Cllr Gooch awaits their response and has copied in Gallaghers as the insufficient communication from Murphy's is unacceptable.

# **6 FINANCES**

## **6.1 To note Monitoring Report to 31<sup>th</sup> October 2021**

The Clerk will circulate the finance documentation to all members when the Natwest statements have arrived.

## **6.2 To note income received and report any unpaid invoices**

No unpaid invoices were reported.

### **Income received**

The following payments received since the last meeting were noted:

BYFC – 750.00

EDF Refund – 370.38

Barming News Adverts – 97.50

Pavilion Income – 461.10  
Parish Hall Income – 258.10

### **Confirmation of payments made**

The following payments were agreed

DD – MBC Field Bin	£ 19.50
DD – EDF Electric Pavilion	£ 19.00
DD – EDF Electric Parish Hall	£ 66.00
DD – BT Wifi Monthly Payment	£ 28.15
DD – MBC Rates	£ 264.00

### **6.3 Cheques and Online Payments**

Cheque 3440 S Manser – Expenses £76.48

Online payments:

SLCC – 144.00 Clerk Training Course

KCC – 68.16 Consumables

Commercial Services – 913.99 grounds maintenance

Hire Deposit Refund – 100.00

Dusters – 180.00 cleaning

F Gooch – 6.30 expenses

N Attwood – 34.85 expenses

Hire Deposit Refund – 100.00

Employer/Employee payments – £1497.77

## **7 PLANNING**

Any planning matters received prior to the meeting

**KCC Bridleways across the Pea Field KM344, KM345 and KM346** – BPC has no objections to the application and the bridleways have been confirmed.

**21/505904/FULL 12 Tonbridge Road** – Creation of a dropped kerb to create access to off road parking; comments by 29<sup>th</sup> November 2021 – BPC has no objections to this planning application.

**21/505643/FULL 28 North Street** – Erection of a single rear extension; comments by 16<sup>th</sup> November 2021 – BPC has no objections to this planning application.

**21/505843/LAWPRO 55 Beverley Road** – Lawful Development Certificate for proposed hip to gable loft conversion with rear box dormer and insertion of roof windows – BPC has no objections to this planning application.

**KCC/TM/0289/2020 Section 73 to vary conditions** – To amend the number and timings of HGV movements; comments by 16<sup>th</sup> November 2021 – BPC has no objections to this planning application but would like to be reassured that the vehicle movements will be monitored carefully.

**21/505249 To amend conditions 1 and 8 of permission 18/506068** – To ratify previously submitted comments of strong objection to this application – Members were all in favour of the submitted comments.

**Pre-Consultation Enquiry MA1076** – Proposed upgrade to telecommunications equipment off Hall Place Farm; To ratify previous comment of no objections – Members were all in favour of the submitted comments.

Cllr Gooch informed members that there had been a time extension to the fish & chip shop planning application therefore a decision had not been made yet.

**7.2 MBC Local Plan Review Regulation 19 Consultation**; comments by 12<sup>th</sup> December 2021

The document was given to members to view and Cllr Gooch volunteered to draft a response which she will circulate for to all members for approval.

**ACTION: Cllr Gooch**

## **8 MATTERS OF REPORT**

### **8.1 County Councillor's Report**

Not present at the meeting

### **8.2 Borough Councillors Report**

Cllr Gooch has been extremely busy with Mayoral Duties and reported that she had received feedback from a resident regarding the lack of decorating around the parish for Remembrance Sunday. The resident suggested that there should be poppies on the lampposts as seen in other areas. This would entail volunteers to put them up and also remove them; BPC will consider the suggestion for next year.

### 8.3 Individual Councillors Report

Cllr Passmore has received an anonymous letter complaining of noise from a local dog training/care company. Members felt that if you have regular visitors and traffic to your property, then the business should be licensed. All resident noise complaints should be reported through the Maidstone Borough Council website. As the letter was anonymous, the Clerk will inform MBC. **ACTION: Clerk**

Cllr Williams requested that advertisements are placed on the BPC website for the parish hall and pavilion; the Clerk will add a page for the halls and contact details of the Booking Clerk. **ACTION: Clerk**

Cllr Manser reported that there have been a few incidents of cars parking at the parish hall and obstructing hall users. In future, details of the vehicles will be given to the Clerk for her to report them to the PCSO.

### 8.4 Clerk's Reports

The Clerk informed members that a vat return had been submitted for £697.92.

#### Police Report:

There were a lot of youths causing trouble during Halloween around the Sainsburys Local on Tonbridge Road and down Fant Lane such as criminal damage to a vehicle and egg throwing. Just a general nuisance, however one was arrested which will hopefully teach them a lesson and prevent them from being so inconsiderate. On the 19<sup>th</sup> October the PCSO informed the Clerk that a moped had been set alight down the bottom of South Street which involved the Fire Service attending to extinguish it.

## 9 CORRESPONDENCE

Kent Countryside Voice – Autumn/Winter 2021-22

Local Plan Review: Draft Plan for Submission (regulation 19) & Policies Map Pre-Submission Plan

### 10 DATE OF NEXT MEETING

The next Full Council meeting will be held on **Wednesday 12<sup>th</sup> January 2022** at **7.30pm** in the Parish Hall, Tonbridge Road.

The meeting was closed at 21.45pm.