

BARMING PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 9th OCTOBER 2019 at 7.30pm

AT THE PARISH HALL, TONBRIDGE ROAD.

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

IN ATTENDANCE: None

PARISHIONERS OPEN SESSION:

No members of the public were present

1. **APOLOGIES:** None
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 7.3 (cheques to be signed)
Cllr Gooch declared a pecuniary interest in agenda item 7.3 (cheques to be signed)
4. **MINUTES of the Meeting held on 11th September 2019**
The minutes were **Agreed** as an accurate record and the Chairman signed off the official copy
5. **RESOURCES AND ENVIRONMENT MATTERS**

5.1 Defibrillator: Located at The Bull Inn Public House

Cllr Gooch finally managed to get in contact with the fundraiser who originally arranged for the unit to be installed. South East Ambulance Service are now in discussions with the gentleman to arrange training dates and to discuss the ongoing maintenance of the unit, which he is happy to continue with.

5.2 Parish Field: Signage & Mud Minimising

The Clerk has been in contact with a landscaping company to seek advice on mud minimising. A quotation will be sent through by the company to install a gravel track at the top of the field. Members are not keen on the idea of a track and asked the Clerk to arrange a site visit to obtain a quotation to pave the top corner so that it matches with the path. The paving area would need to be approximately 6ft wide and guide the vehicles towards the hardstanding area; the bench will probably need to be resituated.

Cllr Gooch will order the required signage for the carpark gate and will ask Craigdene's Health and Safety Advisor for advice on signs for the play area at the next site meeting.

ACTION: Cllr Gooch, Clerk

5.3 Parking at the Parish Hall

Unfortunately, there have been more issues with parking at the parish hall. The Clerk will contact KALC for legal advice on this matter and report options back to members. In the meantime, the parish council will continue to display the diaries in the window of the hall and would expect local residents to take note of the time stipulations that were clearly explained in the recent letter which was sent out.

ACTION: Clerk

5.4 Future Meeting Dates

Cllr Gooch reported that some of the future BPC meeting dates clash with MBC meetings. Members agreed dates changes which the Clerk will circulate.

ACTION: Clerk

5.5 Internet Banking

The Clerk was happy to report that the internet banking is close to being up and running. The Unity Trust Bank account is now opened and they are working on transferring over all of the direct debits. With this in mind, the Clerk was keen to transfer some more funds to ensure that the account has enough funds available for future transactions. Cllr Doe proposed to transfer £10,000.00 in to the new account. This was seconded by Cllr Manser with all members in favour. The internet banking will be a big learning curve so future training for all members will be arranged with the Clerk.

5.6 Play Area: Post Protection & Surface Advice

The Clerk has been in contact with Craigdene and is waiting for dates to be sent through for a site visit; these will be circulated to all members. Cllr Manser reported that there had already been damage to the posts of the play equipment from the strimmers. Cllr Doe will purchase some pet friendly weed killer from a DIY store and spray it around the posts to prevent growth.

ACTION: Cllr Doe

5.7 Remembrance Sunday Arrangements

Cllr Gooch supplied members with the arrangement schedule for the service. The Clerk and Cllr Manser are unsure if they will be able to attend this year but will update members as soon as possible. Cllr Parker confirmed that her husband will be available to help hand out service sheets. Cllr Vizzard proposed a donation of £30.00 to St Margaret's Church to go towards the printing of the service sheets. This was seconded by Cllr Manser with all members in favour. As the payment arrangements have changed for the wreath order, the Clerk previously asked members to authorise the donation of £50.00 so that the order could be placed. Cllr Gooch proposed to ratify the previous decision; this was seconded by Cllr Vizzard with all in favour. Cllr Vizzard then proposed to accept the quotation to hire the road signage equipment which was seconded by Cllr Parker with all members in favour. Cllr Manser enquired why the council had not purchased the road sign equipment yet and Cllr Gooch was sure that BPC had previously declined the offer but will check back through the minutes.

ACTION: Cllr Gooch

5.8 BYFC Annual Meeting

Cllr Gooch updated members regarding the items that had been discussed at the meeting in July. BPC will keep BYFC updated regarding the plans for the path.

5.9 Parish Field Boundary: Extra Maintenance quote from Landscape Services

Cllr Gooch proposed to accept the quotation for the extra maintenance of the car park area. This was seconded by Cllr Manser with all members in favour. The Clerk will instruct Landscape Services to proceed with the work.

ACTION: Clerk

6. PLANNING

6.1 Applications received prior to the meeting

No planning applications had been received but an email from the MBC Street Naming Officer was discussed by members. It was confirmed that the three road names for the Land South of Oakapple Lane would be: Lovett Close, Bridle Way and The Stirrups. Cllr Gooch will send the Clerk the historical reasons as to why these names have been chosen so that the officer can be informed.

ACTION: Cllr Gooch, Clerk

7. FINANCE

7.1 Budget Monitoring

The Clerk circulated prior to the meeting.

7.2 Income received and any unpaid invoices

Hirer payments	£1574.97
Natwest Interest	£13.69
Barming News Advert	£364.00

Unpaid Invoices

Cllr Manser previously reported two late invoices to the Clerk and demand letters were sent to the hirers in question. Cllr Manser was happy to report that one of the groups had now paid and informed the Clerk that the other hirer had recently moved. The new address will be sent to the Clerk for another letter to be sent out.

ACTION: Clerk

Confirmation of payments made

To authorise the following payments, made since the last Meeting:

DD – EDF Electric Pavilion	£57.00
DD – EDF Electric Parish Hall	£105.00
DD – Castle Water – Parish Hall	£14.22
DD – Castle Water – Allotments	£26.79
DD – MBC Parish Field Bin Collection	£19.50
DD – BT Parish Hall WIFI	£24.99

7.3 Cheques for signature

To resolve that the following cheques in respect of payments due can be signed:

3226 – Dusters – Cleaning Services	£210.00
3227 – S Manser – Expenses	£20.39

3228 – David J Hadlum – Barming News Print £275.00
3229 – N Attwood – Expenses £87.01
3232 – Mrs F Gooch – Expenses £7.32
3233 – St Margarets Church – Donation £30.00
3234 – Barming Parish Council – Unity Trust Bank £10,000.00
Staff costs - £1471.11

8 MATTERS OF REPORT

8.1 County Councillor's Report

County Councillor Stockell was not present.

8.2 Borough Councillors/Chairman's Report

Cllr Gooch reported that BT are digging up and replacing damaged cables up the footpath by Wesley Close and Banky Meadow. There are concerns regarding maintenance of the footpath as it is rather overgrown and becomes extremely muddy in poor weather conditions. There has been a request from a local resident for the parish council to consider taking over responsibility of the footpath with a long-term view to maintaining it. BPC understand that it is well used and would not like to see it closed but have concerns regarding resources and feel that the extra responsibility may not be appropriate. The Clerk will place the item on the next agenda for members to formally discuss and Cllr Gooch will investigate the ownership status.

ACTION: Cllr Gooch, Clerk

8.3 Individual Councillors Report

Cllr Doe informed members that the Oak tree by Cedar Drive now requires reducing as it is getting rather large. The Clerk asked Cllr Doe to provide a quotation by the next meeting for members to consider. **ACTION: Cllr Doe, Clerk**

Cllr Manser requested for the flooring to be replaced in the kitchen and toilets at the pavilion. The Clerk will contact the company that installed the main hall flooring for a quotation and place it on the next agenda. **ACTION: Clerk**

Cllr Vizzard reminded Cllr Gooch about the light fitting that is still required for the pavilion. Cllr Gooch will purchase the fitting when she is next in the area. **ACTION: Cllr Gooch**

8.4 Clerk's Report

The Clerk reminded members that she will be working on the budget and asked for any future project ideas or items that members wish her to consider, be emailed within the next two weeks. The allotment letters explaining the new lock system have all been sent out and the Clerk and Chairman will visit the allotments soon as the annual visit has not been completed yet this year.

9 CORRESPONDENCE

None

10 DATE OF NEXT MEETING

The next Full Council Meeting will be held on Wednesday 20th November 2019 at 7.30pm in the Parish Hall, Tonbridge Rd.

The meeting was closed at 9.20pm