

## **BARMING PARISH COUNCIL**

### **MINUTES OF THE MEETING**

**HELD ON WEDNESDAY 20<sup>th</sup> NOVEMBER 2019 at 7.30pm**

**AT THE PARISH HALL, TONBRIDGE ROAD.**

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

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

#### **PARISHIONERS OPEN SESSION:**

The member of the public informed BPC of a new scout group who meet in Oakwood which may be of interest to local residents. He then went on to inform members of recent activity on a Facebook page which included issues with fireworks being let off until the early hours of the morning and well-behaved children during Halloween. Cllr Gooch suggested that he informed the school of all of the information as the parish council are not involved in any of these events.

The member of the public congratulated BPC on the Remembrance Service and said that requests from local residents asking if they can join the procession from the Church on Remembrance Service in future had been received. Cllr Gooch confirmed that the procession is for the church congregation only but was pleased to hear lovely feedback as the event takes a lot of planning and hard work from all of the volunteers involved.

Information regarding the new burger van in Barnjet Layby was also given to BPC. Although members understand that people are pleased to see it back, there are concerns that no notification from the Licensing Officer have been received; the Clerk will investigate.

**ACTION: Clerk**

1. **APOLOGIES:** Cllr Doe
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 9<sup>th</sup> October 2019**  
The minutes were **Agreed** as an accurate record and the Chairman signed off the official copy
5. **RESOURCES AND ENVIRONMENT MATTERS**

#### **5.1 MBC Call for Sites: Barming Parish Site**

The comments from Cllr Gooch had previously been circulated and Cllr Manser felt that all points had been covered. No Councillors had received any comments from local residents. It was felt that as it is common knowledge that the site is owned by Taylor Wimpey, residents would be of a mindset that inevitably it would be included in the call for sites.

All members supported the objection comments to be submitted and Cllr Manser asked for the following to also be included in the event that the site is included: 1) The development should be phased to temper the impact, 2) Consider installing solar panels on all buildings and any other energy saving opportunities, 3) Consider providing a community facility on site with adequate parking as local venues are fully booked.

#### **5.2 Remembrance Service**

Cllr Gooch confirmed that the service went very well and that the de-briefing meeting will take place on Thursday 5<sup>th</sup> December. There was an incident along Church Lane where someone fell over, which the marshals were unfortunately unaware of. This has prompted the idea of walkie talkies being used in future so that constant communication can be achieved. The bottles that were heard being smashed during the service had nothing to do with the pub, so Cllr Gooch will do a small note in the Barming News asking people to remember to be respectful during the service. Cllr Gooch will

also contact the local PCSO to find out what follow up action can be taken against individuals who do not adhere to road closure notices. Cllr Gooch then went on to thank everyone involved in making the event a continued success.

### **5.3 Resident Request for BPC Ownership: Footpath between Wesley Close & Banky Meadow**

Cllr Manser felt that taking on ownership of the footpath would be too much responsibility for BPC with regards to future maintenance. Cllr Gooch proposed that BPC applies to register the footpath as a Public Rights of Way. This was seconded by Cllr Manser with 3 members in favour and 1 member against. Cllr Parker will investigate this option and find out what is involved. As this option could be a long process, it was agreed that the Clerk will contact a landscaping company to get a quotation for laying some aggregate down to resolve the mud issue. **ACTION: Cllr Parker, Clerk**

### **5.4 Pavilion Flooring Quotations**

Cllr Parker proposed to accept the quotation from Kent Flooring for both toilets and the kitchen area. This was seconded by Cllr Vizzard with all members in favour. The Clerk will contact the company and ask them to liaise with Cllr Manser to arrange installation.

**ACTION: Cllr Manser, Clerk**

### **5.5 Tree Maintenance Quotation**

Cllr Gooch proposed to accept the quotation from Mr Doe to trim the Oak tree at the foot of Cedar Drive. This was seconded by Cllr Manser with all members in favour. The Clerk will instruct Mr Doe to proceed with the work as soon as possible. **ACTION: Clerk**

### **5.6 KCC Budget Consultation 2020-21**

BPC are unable to respond due to resource constraints.

### **5.7 Parish Field Path Extension Quotations**

Members thanked the contractors who had already supplied the council with quotations and for all of their assistance. As another quotation is due, it was decided to defer the final decision until the Clerk is in receipt of it. A decision will be made either at an extraordinary meeting or via email (due to the festive period) and ratified at the January meeting. The Clerk will keep members informed and send thanks to the companies who have already sent quotations in.

**ACTION: Clerk**

### **5.8 Internet Banking**

The Clerk gave an update on the new bank account and will be working with Unity Trust to help transfer the direct debits from Natwest.

**ACTION: Clerk**

### **5.9 BPC Website**

The Clerk reported that BPC's website that is hosted by KCC will be shut down by August 2020 therefore, she will be looking for other options and prices for a new website.

**ACTION: Clerk**

### **5.10 BPC Budget 2020/21**

The Clerk had previously circulated the draft budget and accompanying notes to all members, these were then discussed by all. Cllr Gooch formally thanked the Clerk for all of the hard work that she had completed in preparing the budget. Cllr Gooch proposed to accept the budget which includes the precept amount of £28,920: this was seconded by Cllr Parker with all members in favour.

### **5.11 Play Area Surface Quotations**

The Clerk had contacted four separate companies requesting quotations for the ground surface work. Unfortunately, despite chasing, only two companies had managed to get their quotations to the Clerk in time for the meeting. Members agreed that as a large amount of time had been spent chasing various companies, a decision would be made on the two quotations that were available (Contractor A - £11,161.00 ex Vat for all areas & Contractor B £4,780 ex Vat for all areas). Cllr Vizzard proposed to accept the quotation from contractor B which was seconded by Cllr Gooch with all members in favour. Cllr Gooch will contact KCC, Golding Homes and The Playing Field Association regarding any available grants and Cllr Parker will investigate any other funding opportunities.

**ACTION: Cllr Gooch, Cllr Parker**

## **6. PLANNING**

### **6.1 Applications received prior to the meeting**

No planning applications had been received.

## **7. FINANCE**

### **7.1 Budget Monitoring**

The Clerk circulated prior to the meeting.

### **7.2 Income received and any unpaid invoices**

|                  |          |
|------------------|----------|
| Hirer payments   | £2574.82 |
| Natwest Interest | £12.81   |

Barming News Advert £33.00  
EDF Refund £332.00  
MBC PSS £1502.50

#### **Unpaid Invoices**

Cllr Manser reported further unpaid invoices from a hirer so the Clerk will now send out a demand letter for immediate payment. **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  
SO – Non-Domestic Rates £308.05

#### **7.3 Cheques for signature**

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

3235 – Dusters – Cleaning Services £168.00  
3236 – Commercial Trading Grounds Maintenance - £963.64  
3237 – Kent County Council KCS Consumables - £33.30  
3238 – Mr P Gooch – Remembrance signage hire £170.00  
3239 – S Manser – Expenses £63.72  
3244 – N Attwood – Expenses £66.27  
Staff costs - £2,873.01

### **8 MATTERS OF REPORT**

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

County Councillor Stockell was not present.

#### **8.2 Borough Councillors/Chairman's Report**

As the meeting was running late Cllr Gooch took the decision to update members at a later date.

#### **8.3 Individual Councillors Report**

Cllr Vizzard had attended the recent MVCRP meeting and gave members a quick report. Cllr Manser had experienced poor running service to East Farleigh recently on the trains. Cllr Vizzard asked her to email him the details and he will pass her comments on to the relevant department.

Cllr Manser has received a request for a boot camp club to use the parish field 3 evenings per week in the new year. Members agreed to a three-month trial and asked Cllr Manser to ensure that full contact details were given in case of any complaints.

Cllr Gooch and Cllr Manser suggested that the Clerk investigates the possibility of increasing the quotation limit of £500 on the standing orders and financial regulations; the Clerk will report back in the new year. **ACTION: Clerk**

#### **8.4 Clerk's Report**

The Clerk asked Cllr Vizzard if he could replace a bulb in the corridor at the parish hall and informed members that she will be contacting an electrician to look at one of the heaters in the hall as an element is not working.

**ACTION: Cllr Vizzard, Clerk**

### **9 CORRESPONDENCE**

LCR - Autumn

### **10 DATE OF NEXT MEETING**

The next Full Council Meeting will be held on Wednesday 15<sup>th</sup> January 2019 at 7.30pm in the Parish Hall, Tonbridge Rd.

The meeting was closed at 9.50pm