

BARMING PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 10th JULY 2019 at 7.30pm

AT THE PARISH HALL, TONBRIDGE ROAD.

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

IN ATTENDANCE: 2 members of the public present

PARISHIONERS OPEN SESSION:

No comments to be made.

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)
4. **MINUTES of the Meeting held on 12th June 2019**
The minutes were **Agreed** as an accurate record and the Chairman signed off the official copy
5. **RESOURCES AND ENVIRONMENT MATTERS**

5.1 Official Opening of Play Area: Celebrate our success

Members agreed that it was a really exciting event which went extremely well and it was lovely to see some of the children from Barming Primary School enjoying the new equipment. The Clerk will send thanks to the Mayor. Members will monitor the wear of the ground around the equipment and assess whether some form of rubber surface will be needed in the future. Cllr Doe will chase up the installation of the two new benches and Cllr Gooch will arrange appropriate signage. Cllr Gooch confirmed that the cheque for £1000.00 that was received from the Kent Association of Playing Fields has now been paid in.

ACTION: Cllr Gooch, Cllr Doe, Clerk

5.2 Internet Banking

Cllr Gooch proposed for the Clerk to proceed with setting up internet banking with Unity Trust Bank; this was seconded by Cllr Vizzard with all members in favour.

ACTION: Clerk

5.3 Annual Subscription to Society of Local Council Clerks (SLCC)

Cllr Manser proposed to authorise the annual subscription payment; this was seconded by Cllr Gooch with all members in favour.

5.4 Defibrillator at the Bull Public House

Cllr Gooch has contacted the gentleman who fund raised to have the unit installed at the Bull Public House and is waiting to hear back from him with his decision regarding future maintenance. Members agreed that it is important to keep the unit for the residents of Barming. Cllr Doe will speak to the landlord to confirm that he is happy for the unit to remain in situ and the Clerk will contact SECamb to inform them that we are still looking into the ownership and future upkeep of the defibrillator to ensure that the unit is not disposed of in the meantime.

ACTION: Cllr Gooch, Clerk

5.5 St Andrews Road, Barming: Residents' Concerns

Cllr Gooch has received correspondence from a concerned resident regarding the possibility of St Andrews Road being opened up to vehicles to relieve some of the congestion at the fountain lane junction. Different schemes and alternatives have been investigated; they will only mitigate the traffic and there would be no benefit beyond three years. Recommendations will be considered at the Joint Transportation Board meeting which is taking place this evening. The proposal to complete minor works will be considered which include: realigning the Tonbridge Road and Fountain Lane

junction to improve traffic flow, installing a pedestrian crossing at the Hermitage Lane and Heath Road junction and installing intelligent traffic signals. Cllr Gooch has contacted the concerned resident and the link has been sent to them so that they can view the proposals.

The Clerk left the room for item 5.6

5.6 Contracted hours for the Clerk

Cllr Gooch had requested for this item to be added to the agenda. The work load has increased for the Clerk over the past 5 years which results in her having to work overtime on a regular basis. Cllr Vizzard proposed to increase the Clerk's contracted hours from 25 to 30 per week. This was seconded by Cllr Manser with all members in favour.

The Clerk was then invited back in to the meeting and informed of the decision. Cllr Gooch will arrange the amendment on the Clerk's contract, which will take effect from 1st September 2019.

ACTION: Cllr Gooch

5.7 Level Crossing Failure: Information from East Farleigh Parish Council

The communication received from Cllr Porter of East Farleigh PC was noted; Cllr Gooch will inform South Eastern that we have been made aware of the situation.

ACTION: Cllr Gooch

5.8 Future Projects

Cllr Manser proposed for the replacement flooring in the toilets and kitchen at the pavilion to be the next project that BPC take on; this was seconded by Cllr Doe with all members in favour. The Clerk will arrange quotations to be considered after the summer break.

ACTION: Clerk

6. PLANNING

6.1 Applications received prior to the meeting

Notification of Appeal Lodged with the Planning Application

Proposal: LINKED APPEAL – Creation of a single off-road parking space, by enlarging existing opening within stone wall and relocation of existing stone wall and railings. Location: Jessamine Cottage 37 South Street – BPC has no comments to submit regarding this application.

7. FINANCE

7.1 Budget Monitoring

The Clerk circulated prior to the meeting.

7.2 Income received and any unpaid invoices

Hirer payments	£1149.40
Natwest Interest	£16.83
Barming News Advert	£175.00
Unpresented Cheque	£100.00

Unpaid Invoices

Two demand letters were sent out by the Clerk for invoices outstanding. The hirers in question were given six days to pay their arrears (end date 10th July) and if the payments were not received then the 8% charge per month was to be added. Cllr Manser confirmed that payments have now been received. Cllr Manser and Cllr Gooch confirmed that they do not have any other outstanding invoices.

Due to the recent issues regarding arrears, Cllr Manser suggested that an online booking system is adopted to make the process easier. Cllr Gooch proposed for the Clerk to actively investigate appropriate software and to find out what different packages are available; this was seconded by Cllr Doe with all in favour. Members agreed that having an online system that generated the invoices would make the whole process easier and ensure that payments are made on time, or future bookings will be cancelled. Cllr Vizzard added that he would not like to see hirers booking their own slots on line, but would rather see BPC continue to manage them.

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:

3193 – Kent County Council (KCS) - £66.60
3194 – Maidstone Signs - £70.50

