

BARMING PARISH COUNCIL
MINUTES OF THE MEETING

HELD ON THURSDAY 15th APRIL 2021 at 7.30pm
ONLINE VIA ZOOM

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

IN ATTENDANCE: One member of the public was present.

Members of Barming Parish Council observed a minute silence before the start of the full council meeting as a mark of respect and in remembrance of Prince Philip, Duke of Edinburgh.

1. **APOLOGIES:** None
2. **NOTIFICATION TO BE RECEIVED FOR INTENT TO FILM, PHOTOGRAPH OR RECORD ANY ITEMS.**
The Clerk recorded the meeting through the Zoom application for security purposes.
3. **COUNCILLOR DECLARATIONS**
No declarations were recorded.
4. **MINUTES of the Meeting held on 17th March 2021**
The minutes were **Agreed** as an accurate record. Proposed by Cllr Gooch, seconded by Cllr Manser with all members in favour.
5. **RESOURCES AND ENVIRONMENT MATTERS**

5.1 Continued Delegated Powers for the Clerk

Due to the current pandemic, it was recommended that delegated powers continue for the Clerk. Cllr Vizzard proposed to continue with the arrangement, this was seconded by Cllr Williams with all members in favour.

5.2 Covid-19 Decision and Payment Log

The Clerk has kept a log of all payments and decisions that have been made during the pandemic. Members have been updated on other news as well. This was purely done for peace of mind and so that there is an audit trail for future reference. It also has given the Clerk the opportunity to ensure everyone is fully aware of everything that is being done whilst we cope with this challenging time. Cllr Gooch proposed to formally note the receipt of log number 014 & 015 and continue with the arrangement. This was seconded by Cllr Doe with all members in favour. The Clerk will continue to produce the log until physical meetings resume.

ACTION: Clerk

5.3 Reopening of Halls

Members agreed as the Government road map for lockdown easing states that on 17th May "indoor hospitality, entertainment venues such as cinemas and soft play areas, the rest of the accommodation sector, and indoor adult group sports and exercise classes will also reopen" we will look to open both of our halls on this date and welcoming back our hirers. Cllr Williams pointed out that guidance states mother and baby groups can meet now, so Cllr Manser will contact the relevant hirers and find out when they intend to return. The Clerk will send out letters informing every one of the return date, arrange deep cleans of both premises and request risk assessments to be sent in from each group. Cllr Manser will purchase washing up liquid, wipes and bin liners, the Clerk will look for soap dispensers and Cllr Gooch will order all of the signage to be printed by Hadlums.

ACTION: Cllr Gooch, Cllr Manser and Clerk

5.4 Return to Face-to-Face Meetings

As we will hear the outcome of the next court case regarding legislation for virtual meetings at the end of April, we need to prepare for the return of face-to-face meetings in May. Cllr Gooch proposed to adopt the risk assessment document, which was seconded by Cllr Vizzard. The Clerk will obviously keep everyone informed as soon as she receives any correspondence regarding the matter. Cllr Gooch asked members for suggestions with regards to queuing signage, Cllr

Vizzard suggested small crosses or something similar to be painted on the floor leading to the entrance door. The Clerk will find out what other halls are putting in place and look for an appropriate stencil. **ACTION: Clerk**

5.5 Allotments Northern Boundary

Cllr Doe has approached three companies for the purchase of the plants and unfortunately, they all require a minimum order value of £500.00 so he is continuing to search for a suitable supplier and will have information for members at the May meeting. **ACTION: Cllr Doe**

5.6 Visual Check on Parish Owned Trees

Cllr Doe confirmed to members that he regularly checks the trees whilst he is out and about around the parish. He only thinks that BPC should seek further advice regarding the Redwood which is situated on the land on Tonbridge Road by Cedar Drive. The tree has several woodpecker holes in it and has quite a lot of weight at the top. Cllr Gooch will send the Clerk the email address of the MBC tree department for her to contact them for advice. **ACTION: Cllr Gooch, Clerk**

5.7 KALC Annual Subscription

Cllr Gooch proposed to continue with the annual subscription, this was seconded by Cllr Doe with all members in favour.

6. FINANCE

6.1 Budget Monitoring

The Clerk circulated the papers prior to the meeting.

6.2 Income received and any unpaid invoices

Natwest interest 0.46

Barming News Adverts 208.50

There are no outstanding invoices – Cllr Gooch thanked the Clerk for setting up the invoice tracking system and reported that it is working really well.

Confirmation of payments made

MBC Rates Parish Hall payment completed online 686.13

Parish Hall WIFI 27.99

Parish Field Waste Bin Collection 19.50

Castle Water parish hall 8.63

Castle Water Allotments 28.45

EDF Energy parish hall 66.00

EDF Energy Pavilion 38.00

Business Stream Parish Hall Waste Water 23.44

Unity Trust Account Charge 18.00

EDF Energy Pavilion 38.00

The Clerk informed members that she had received information regarding merging the water bills together so that they are all with one company. After the audit is completed, the Clerk will look in to any deals that can be offered to BPC and report back to members.

ACTION: Clerk

6.3 Cheques for signature

Payments were previously confirmed on the Covid-19 log sheets circulated by the Clerk.

6.4 End of Year Accounts 2020-21

The Clerk read through the figures for members. The Chairman will sign a copy of the report and send it to the Clerk in preparation to the audit. The lack of income due to the pandemic was highlighted and Cllr Gooch suggested that an increase to the precept is considered on the next year's budget 2021/22 **ACTION: Cllr Gooch**

7. PLANNING

7.1 Applications received prior to the meeting

None

The Clerk informed members that although no objections were received from BPC, Cllr Manser will be submitting her own personal comments on 20/505876/LBC The Works, Farleigh Bridge.

8. MATTERS OF REPORT

8.1 County Councillor

Cllr Stockell was not present.

8.2 Borough Councillor/ Chairman

Cllr Gooch reported that every effort has been made to ensure that the polling stations are as safe as possible and that the counting will take place at Detling.

Cllr Gooch reminded members that at the May meeting the annual representatives will be voted in which includes the Chairman and Vice Chairman. Please send any nominations to the Clerk prior to the meeting.

Cllr Gooch has asked the Clerk to discuss the possibility of setting up a BPC Facebook page with the auditor when they complete the audit. The Clerk and Cllr Williams can then work on it together, if BPC choose to go ahead with setting one up.

ACTION: Clerk

8.3 Individual Councillors Report

Cllr Williams reported that she had been contacted by a willing volunteer for the speed watch project. The Clerk will send the Police contact information over to Cllr Williams and the contact details for any other volunteers. Cllr Vizzard volunteered to complete the appropriate training so that he can help out if needed.

ACTION: Clerk

8.4 Clerk Report

No further items to report.

9. CORRESPONDENCE

None

10.DATE OF NEXT MEETING

The next Full Council Meeting will be held on **Wednesday 12th May 2021 at 7.00pm** for the Annual Meeting of the Council which will be followed by the regular Full Council Meeting in the parish hall, Tonbridge Road.

The meeting was closed at 8.41pm.