

BARMING PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 17th APRIL 2019 at 7.30pm

AT THE PARISH HALL, TONBRIDGE ROAD.

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

IN ATTENDANCE: None

PARISHIONERS OPEN SESSION: No members of the public 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)
4. **MINUTES of the Meeting held on 20th March 2019**
The minutes were **Agreed** as an accurate record and the Chairman signed off the official copy

5. RESOURCES AND ENVIRONMENT MATTERS

5.1 Kalc Annual Subscription

Members ratified the previous decision to continue with the annual subscription; this was proposed by Cllr Vizzard and seconded by Cllr Gooch with all members in favour.

5.2 Play Equipment Upgrade

Cllr Gooch informed members that the play equipment was delivered today and the installation team will be arriving tomorrow (18th April) to start the work. We had not been informed of the delivery date for the equipment and the heras fencing that was promised has not been installed. Cllr Gooch will be going down to see the team on site and will also be available over the weekend in case of any issues. Spare gate keys have already been issued to the installation team. Cllr Doe was reminded that the tree stump has to be removed as soon as possible.

ACTION: Cllr Doe

Members were asked to think of ideas for the formal opening of the play area. Mrs Grice opened the original play area in July 1999 and Cllr Gooch thought it would be a good idea to try and arrange the re-opening as close to July as possible. Cllr Gooch has asked for possible dates that the Mayor is available to attend; Cllr Gooch has also spoken to a teaching assistant at Barming Primary School to see if some of the pupils could also come along. BPC will also invite MBC, Paulina Stockell and Kent County Playing Fields as they have all provided grants for the project. We need to get ideas in and the ball rolling to make this a really good event for a project that BPC has worked hard to achieve.

5.3 Annual Parish Meeting

All members are to arrive at the school at 6.30pm on the 23rd April to help set up the hall. Cllr Willson will arrange the sandwiches, Cllr Manser will purchase paper cups, plates and napkins and Cllr Gooch will purchase soft drinks and also bring black bin bags.

ACTION: All

5.4 Insurance: Yearly Renewal of Long-term Contract

Unfortunately, the Clerk has yet to receive the paperwork from the insurance company but as soon as it is sent through, she will circulate all information to members.

ACTION: Clerk

5.5 The Pension Regulator Re-enrolment and Declaration

Barming Parish Council were due to start the re-enrolment process between 1st April – 30th September 2019 with a re-declaration deadline of the 3rd December 2019. The Clerk is pleased to inform members that re-enrolment and re-declaration has now been completed and confirmation has been received from the Pension Regulator.

5.6 Gaps in hedge at Bull Orchard/A26 Tonbridge Road

BPC were all in favour to carry out the necessary work to repair the gaps that have been made in the hedge as it is looking rather messy. It was agreed to install chestnut pale fencing and then plant 3ft hedging plants to fill in the gaps in the autumn. Cllr Doe will look in to prices and bring a quotation to the next meeting for members to discuss; the Clerk will place on the May agenda. **ACTION: Cllr Doe, Clerk**

5.7 Loan of tables for St Margaret's Church Cream Tea Event.

All members were in favour for the church to borrow the tables. The pavilion might be hired out that day so the tables would have to be used from the parish hall. Collection of the tables would need to be after 10am on the Saturday and they would need to be returned Sunday evening; Cllr Gooch will inform the individual who sent in the request of the decision. **ACTION: Cllr Gooch**

5.8 BPC Owned Visual Tree Checks

Members agreed that they are happy with the checks that are in place for the trees within the parish; the trees are constantly checked whilst members are out and about and any issues are dealt with immediately. The Clerk has also had confirmation from the insurance company that the parish council are complying with the Reasonable Precaution Condition of the policy.

6. PLANNING

6.1 Applications received prior to the meeting

19/501318/FULL – 33-35 South Street - Erection of a single storey rear extension, conversion of side extension to entrance porch with new door and porch roof. Window/door changes and new roof lights. Formation of new dropped kerb with vehicle parking and alteration to front boundary wall – Comments by 22/4/19 – Members have no objections to this planning application.

19/501350/FULL Way Cottage, North Pole Rd – Alterations to existing extension roof pitch, including new dormer window to front, to accommodate a shower room in the guest bedroom – Comments by 15/5/19 – BPC does not wish to express a view on this planning application.

7. FINANCE

7.1 Budget Monitoring

The Clerk circulated prior to the meeting.

7.2 Income received and any unpaid invoices

Parish Hall Rent	£ 932.40
Pavilion Rent	£ 147.00
Other hirer income	£ 74.00
Natwest Interest	£ 14.18
Play Equipment Project Donations	£ 347.00
Barming News Adverts	£ 242.50

Unpaid Invoices

The Clerk was happy to report that a cheque had finally been received from the hirer with the outstanding debt. The Booking Clerk did not have any unpaid invoices to report but voiced her frustration regarding the bacs payments that are being paid by a hirer. The Clerk has suggested that Cllr Manser sends her the invoice numbers with amounts due so that they can be cross referenced against the bank statements; the Clerk can then clarify exactly what has been received to date. The Clerk has asked Cllr Manser to remind people paying by bank transfer to include the invoice number as a reference so that any confusion can be eliminated. **ACTION: Cllr Manser, Clerk**

Cllr Gooch reported that she is still chasing two unpaid invoices for advertising in Barming News.

ACTION: Cllr Gooch

Confirmation of payments made

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

DD – EDF Electric Pavilion	£ 58.00
DD – EDF Electric Parish Hall	£ 62.00
DD – Castle Water – Parish Hall	£ 14.22
DD – Castle Water – Allotments	£ 30.53
DD – MBC Parish Field Bin Collection	£ 19.50
DD – Non-Domestic Rates Pavilion	£ 1157.00
DD – Business Steam – Parish Hall Waste Water	£ 92.17
DD – BT WIFI Payment	£ 24.99

7.3 Cheques for signature

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

3159 – Dusters – Cleaning Services	£ 168.00
3160 – David J Hadlum Printers – Barming News	£ 340.00
3161 – S Manser – Expenses	£ 6.96
3162 – Orchard Academy Trust – Hall hire for APM	£ 75.00
3163 – N Attwood – Expenses	£ 41.29
3166 – Hire deposit refund	£ 100.00
3167 – W A King & Son – Concrete removal	£ 360.00
Employee payments -	£1195.72

The Clerk reported that she had not received the invoice for the repair to the pavilion toilets; Cllr Gooch will contact the plumber and chase.

ACTION: Cllr Gooch

8 MATTERS OF REPORT

8.1 County Councillor's Report

County Councillor Stockell was not present.

8.2 Borough Councillors/Chairman's Report

The Borough Council is conducting the polling station review which has resulted in parishioners being moved from the village hall to the Redstart public house as this is the only suitable premises for voting to take place. BPC understand the rationale behind the change and believe that the Redstart is the only suitable place; the Clerk will submit the comments.

ACTION: Clerk

Cllr Gooch reported on a recent meeting with Taylor Wimpey regarding the issues with low loaders; it was a very constructive meeting and there will be no access through Redewood Road going forward.

8.3 Individual Councillors Report

Cllr Vizzard attended the recent KALC meeting and gave notes to Cllr Gooch to then circulate.

Cllr Vizzard reported that Mr Willis is now the chairman of the Kent Community Railway Partnership.

Cllr Vizzard reported that a complaint has been raised to KCC regarding the hedgerow on the Tonbridge Road, just outside of the Barming parish boundary. KCC will be re-planting and a notice will be displayed warning grounds maintenance crews not to trim the area.

Cllr Manser reminded members that the parish hall car park would be closed over the Easter period and the barriers will be pulled across.

8.4 Clerk's Report

The Clerk reminded members that the invoice for the DPO (Data Protection Officer) will be due in May and the cost of this has already been accounted for in the budget.

The Clerk reported on the recent issues that Nu-Venture are experiencing; the company cannot service the North Street bus route as the ramp is too steep for the underside of the bus. Cllr Gooch confirmed that there will be a site meeting between the Taylor Wimpey site manager, KCC and Nu-Venture to try and rectify the issue as soon as possible.

9 CORRESPONDENCE

Countryside Voice – Spring 2019

CPRE Field Work – Spring 2019

10 DATE OF NEXT MEETING

The Annual Parish Meeting will be held on Tuesday 23rd April 2019 at 7.00pm at Barming Primary School, Belmont Close.

The Annual Meeting of the Council will be held on Wednesday 8th May 2019 at 7.00pm in the parish hall on the Tonbridge Road; this will be followed by the Full Council Meeting.

The meeting was closed at 9.00pm