

BARMING PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 11th SEPTEMBER 2019 at 7.30pm

AT THE PARISH HALL, TONBRIDGE ROAD.

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

IN ATTENDANCE: 2 members of the public present

PARISHIONERS OPEN SESSION:

A member of the public voiced their concerns over the security of the northern boundary at the allotments as produce has been taken. The section of fence in question, actually leads to a garden and is easy for anyone to enter the allotments by this area. Cllr Gooch has previously spoken to the resident but will meet with them again to discuss strengthening the one weak spot on the boundary. BPC were then asked if they would consider allowing allotment holders to have sheds on their plots on the condition that they were all uniform; 6x4 size was suggested. The allotment holders would be happy to seek advice from the Horticultural Society regarding 'green roofs' and they would also ensure that all sheds had water butts attached to them. BPC will discuss the request with the allotment secretary and the Clerk will check the deeds to see if there are any stipulations. Some members were concerned that having sheds at the allotments may cause them to be broken in to - but the allotment holder assured BPC that no storage has ever been tampered with so far. A decision will be made over the next few months and Cllr Gooch will keep in touch.

1. **APOLOGIES:** Cllr Vizzard
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 8.3 (cheques to be signed)
Cllr Gooch declared a pecuniary interest in agenda item 8.3 (cheques to be signed)

4. **MINUTES of the Meeting held on 10th July 2019**

The minutes were **Agreed** as an accurate record and the Chairman signed off the official copy

Closed section of the meeting

5. **CO -OPTION OF PARISH COUNCILLOR**
Liz Parker

Mrs Parker introduced herself to the council and gave a summary of her employment history and interests. Members were given the opportunity to ask relevant questions. Mrs Parker was then asked to leave the room whilst a decision was made. All members were in favour to proceed with the co-option; Mrs Parker re-joined the meeting and the necessary paperwork was handed to her.

Open section of meeting

6. **RESOURCES AND ENVIRONMENT MATTERS**

6.1 MBC Local Plan Review

MBC are accounting for all issues within the local plan so the response would be very in-depth. BPC have not got the capacity, due to vacancies, to respond properly to the in-depth survey as it is not a yes/no exercise.

6.2 KCC Drainage and Planning Policy Statement Consultation

BPC will not be responding to this consultation due to lack of capacity.

6.3 Noise Complaint: Parish Field July

The Clerk reminded members about a complaint that was received in July. Members agreed that in future when a complaint is received Cllr Manser (if unavailable then Cllr Gooch) would visit the field/hall and speak to the hirer. The Clerk will then issue a follow up letter highlighting the relevant clause on the terms and conditions. BPC will be on alert for next year.

6.4 Allotments: Lock Change & Restriction of bonfires in summer months

Cllr Doe proposed to change the lock at the allotments to a combination lock system as suggested by the Allotment Secretary. This was seconded by Cllr Manser with all members in favour. The Clerk will inform the Allotment Secretary of the decision, instruct him to purchase a good quality lock and liaise with him regarding the transition. **ACTION: Clerk**

BPC felt that it was extremely irresponsible of the individual who started the bonfire in the hot/dry weather. Members have thought carefully about the complaint, and on this occasion will not be placing any further restrictions on bonfires other than the ones that are already in place. It was a genuine mistake which was dealt with immediately by the Allotment Secretary. Members hope that common sense will prevail in future.

6.5 Letter from the Green Planet Action Group

BPC noted the contents of the letter from The Green Planet Action Group.

6.6 Speeding on Tonbridge Road: email complaint

Cllr Gooch stated that there are strict guidelines regarding speed limits issued by the Department of Transport, and she is happy to look at the KCC regulations and send information to the Clerk.

Cllr Manser voiced concerns that the flashing 40mph speed sign seems to be set incorrectly and may need adjusting; Cllr Gooch will log a call for this.

ACTION: Cllr Gooch

6.7 New Financial Regulations 2019

The new Financial Regulations were previously circulated to all members. Members adopted the updated document and it was duly signed by the Chairman and Clerk.

6.8 Internet Banking

The Clerk updated members regarding the Unity Trust application. Members signed the relevant paperwork and agreed to transfer £500 from NatWest to Unity Trust to enable the application to proceed.

6.9 Play Area & Car Park Future Maintenance

BPC were previously advised not to have the metal cuffs around the wooden posts of the play equipment as the wood can then rot inside. Members are still worried about possible strimmer damage and feel that some form of tarmac or stones should be installed around the posts. It was agreed for the Clerk to contact Craigdene for advice with regards to installing a rubber mulch flooring to give a better ground surface and to protect the posts. The Clerk will arrange a site meeting and Cllr Gooch will look for possible funding opportunities.

The Clerk informed members that she had received a letter from someone visiting the play area to report that her four year old had fallen from the equipment as the area was so busy. The child did not sustain any injuries and no further action is required.

Members were all in favour of extending Landscape Services maintenance schedule to include the top boundary of the field by the play area, the opposite corner on the hard-standing area and to weed and cut back around the car park. The Clerk will contact Landscape Services to obtain a quotation and contact Whites Landscaping for advice with regards to minimising mud at the top of the field.

ACTION: Cllr Gooch, Clerk

6.10 Noise Complaint: Redstart Public House

Cllr Gooch informed members of a noise complaint that she had received. The pub can play live music up until 11pm but must consider the neighbours to prevent a public nuisance. If any residents have a complaint, they are advised to approach the pub and speak to them first as they have a duty to minimise noise.

6.11 Audit Report

It was noted that both the internal and external audit reports had been received and circulated to members; no issues were raised. Cllr Gooch thanked the Clerk for all her hard work.

7. PLANNING

7.1 Applications received prior to the meeting

KCC/TM/0200/2019 – The construction and operation of a Manufactured Aggregates Facility including associated hardstanding and external plant – Members of BPC have no objections to this planning application and wish to thank Gallagher's for the presentation explaining the process to the Parish Council and residents at the annual meeting.

8. FINANCE

8.1 Budget Monitoring

The Clerk circulated prior to the meeting.

8.2 Income received and any unpaid invoices

Hirer payments	£1092.82
Natwest Interest	£13.39
Barming News Advert	£175.00

Unpaid Invoices

Cllr Manser reported one late invoice to members. The invoice will be sent to the Clerk and a demand letter will be sent.

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

8.3 Cheques for signature

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

3211 – Dusters – Cleaning Services	- £168.00
3212 – SAS Property Maintenance – Jobs at parish hall, Info board, Installation of benches	- £861.00
3213 – S Manser – expenses	- £15.87
3214 – Kent County Council (KCS) - Consumables	- £66.60
3215 – D Buckett – Internal Audit Fees	- £253.60
3216 – Suzanne Jones – Hire deposit refund	- £100.00
3218 – Mrs F Gooch – Expenses	- £27.96
3219 – Mrs N Attwood – Expenses	- £45.56
3223 – Barming Parish Council – Unity Trust Account	- £500.00
3224 – Mrs F Gooch – Expenses	- £2.95
Staff costs including HMRC employer payment & pension payments	- £2839.79

9 MATTERS OF REPORT

9.1 County Councillor's Report

County Councillor Stockell was not present.

9.2 Borough Councillors/Chairman's Report

Cllr Gooch has received a complaint regarding parking by the parish hall. At times people are parking so close to the driveway of Hall Place Farm/Meadow Barn that visibility is restricted. The Clerk will add parking issues to the next agenda as there have been a few parking problems at the hall. BPC will review the parking and ask people to be courteous.

Unfortunately, due to the lack of capacity BPC have been unable to respond to the following consultations:

Kent and Medway Energy and Low Emissions Strategy, NHT Public Satisfaction Survey and the Kent Housing Group Consultation.

Cllr Gooch asked the Clerk to place the following items on to the October agenda: Defibrillator at the Bull Inn Public House, Signage at the parish field and change of future meeting dates. All members were reminded to bring along their diaries.

Cllr Gooch informed members of the monthly Community Café that St Margaret's Church are now holding. The next one will be held on Tuesday 17th September 2019 between 10.30am & 12pm at Church Cross House – everyone is welcome!

Cllr Gooch informed members that Wil North is currently working towards Barming becoming a dementia friendly community, which BPC would support. There will be initial training for Church Wardens and the courses will be run by the church. Any future information will be circulated to members.

Cllr Gooch reminded members of the Long-Term Health Plan Events – Medway Future of the NHS; they are informative events and any members are welcome to attend.

9.3 Individual Councillors Report

Cllr Doe was pleased to inform members that no more incidents of golf balls being thrown within the parish have been reported. It looks as though it has now thankfully all stopped.

Cllr Doe reported that there have been a few sightings of motorbikes being used by individuals not wearing helmets around the parish. They have been seen on the Tonbridge Road, North Street and Heath Road and no registration plate is visible. The Clerk will inform the PCSO.

ACTION: Clerk

9.4 Clerk's Report

The Clerk read out the polling station consultation response and informed Cllr Gooch that the Returning Officer will be contacting her to discuss the proposal.

The Clerk is still looking into a possible on-line booking system for BPC but so far has only found programs that will require a complete change in the accounting systems used, which she is not prepared to change.

The Chairman and Clerk then officially signed the revised contract of employment reflecting the Clerk's working hours.

10 CORRESPONDENCE

LCR – Summer 2019

Field Voice – Summer 2019

11 DATE OF NEXT MEETING

The next Full Council Meeting will be held on Wednesday 9th October 2019 at 7.30pm in the Parish Hall, Tonbridge Rd.

The meeting was closed at 9.45pm

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