

## BARMING PARISH COUNCIL

### MINUTES OF THE MEETING

HELD ON WEDNESDAY 12<sup>th</sup> SEPTEMBER 2018 at 7.30pm  
AT THE PARISH HALL, TONBRIDGE ROAD.

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

**IN ATTENDANCE:** None.

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)  
Cllr Gooch declared a pecuniary interest in agenda item 7.3 (cheques to be signed)
4. **MINUTES of the Meeting held on 11<sup>th</sup> July 2018**  
The minutes were **Agreed** as an accurate record and the Vice Chairman signed off the official copy
5. **RESOURCES AND ENVIRONMENT MATTERS**

**5.1 Parish Field Carpark quotes: Corners, edging and mud minimising**

Unfortunately one of the contractors declined to quote for this work so the remaining two quotes that had been received were discussed. As a lot of time and effort has already gone into obtaining quotes, members were in agreement that a decision should be made between contractor A £2,100 and contractor B £2,032. Cllr Willson proposed to accept the quote from contractor A which was seconded by Cllr Vizzard with all in favour; the Clerk will accept the quotation and instruct the company to proceed with the work.

**ACTION: Clerk**

**5.2 Parish field heave**

Cllr Gooch has spoken to the contractor who will be completing the work and a provisional date of Monday 22<sup>nd</sup> October 2018 for the work to commence has been set; Cllr Manser will inform all of the hirers of this date.

**ACTION: Cllr Manser**

**PCSO James then entered the meeting.**

A brief report was then given to members by the PCSO. She was happy to report that the crime rate within Barming parish was very low but there are still various issues with parking in the surrounding areas of the school. An operation with the Community Policing Team will now be taking place and more routine visits will occur during school drop off and collection times. Cllr Gooch thanked PCSO James for attending the meeting and reaffirmed that Barming Parish Council fully understand if the PCSO's cannot attend every meeting. Cllr Gooch also asked for thanks to be passed on to PCSO Pay for the patrols that are carried out, especially along the towpath and around Church Lane as a continued police presence is needed.

**PCSO James then left the meeting.**

**5.3 Parish Field Northern Boundary**

The Clerk will contact the grounds maintenance company to book in the annual maintenance of the northern boundary to 5ft and also maintenance of the western boundary. Cllr Manser requested that the eastern boundary is also looked at as due to the weather it seems to have grown a fair amount.

The play area is also in need of attention in the corner and crown lifting of the trees to increase ground clearance, Cllr Doe was asked to submit a quotation for this work. Cllr Vizzard proposed for the Clerk to circulate the quotation when received and if all members agreed, proceed with the work as soon as possible; this was seconded by Cllr Gooch with all members in favour.

**ACTION: Cllr Doe, Clerk**

**5.4 Parish Field Play Equipment Upgrade**

Cllr Gooch has spent a great deal of time and effort submitting the match-funding grant application to MBC and now awaits the response.

The Clerk contacted three companies to plan and quote for the new play equipment and meetings have been held with all of them. Unfortunately only one of the companies have submitted plans and a quote so far; this item will be added to the October agenda. **ACTION: Clerk**

#### **5.5 Parish Field Terms & Conditions of Hire**

The Clerk has contacted the insurance company for clarification on the BBQ and bouncy castle policy. It has been confirmed that any hirer wishing to participate in these activities would need to take out their own public liability insurance and hirer staff to operate equipment. With this in mind Cllr Willson proposed a no bouncy castle policy; this was seconded by Cllr Doe with all in favour. Cllr Manser also proposed a no BBQ policy due to the same reasons; this was seconded by Cllr Gooch with all in favour.

#### **5.6 Pavillion: Water Heater and Taps**

Cllr Gooch proposed to accept the quotation for the supply and installation of the mains fed water heater; this was seconded by Cllr Vizzard with all in favour. Cllr Manser reminded members that one of the hirers has offered to donate £50 towards the cost of the heater, which is much appreciated.

Cllr Vizzard queried whether the quotation for the percussion taps was for supply and fit or just for installation; the Clerk will contact the contractor to confirm. If the Clerk can verify that the quotation includes supply Cllr Gooch proposed to accept the quote, which was seconded by Cllr Vizzard with all in favour. **ACTION: Clerk**

#### **5.7 Annual Meeting BYFC**

The annual meeting went well and the terms and conditions were agreed; Cllr Gooch will remove the use of BBQ's as a result of the decision made by members in item 5.5 and write to the football club to explain and issue a new copy.

BYFC has funding in place for the additional 20ft container; they are awaiting quotes for supply and to move the original container back 4 ft. Minutes from the meeting have been circulated to all members.

#### **5.8 Government Consultation: Shale Gas / Planning Reforms**

BPC will not be submitting a response for this consultation; Cllr Manser wished for her dissent to be noted in the minutes.

#### **5.9 Government Consultation: Drone Legislation**

All members were in favour of this consultation which promotes the safer use of drones, strengthens police powers of enforcement and will introduce registration and new age requirements. Cllr Gooch will submit the comments for this consultation on behalf of members. **ACTION: Cllr Gooch**

#### **5.10 MBC Consultation: The Statement of Community Involvement**

Members of BPC are happy with the information that is received as long as any comments that are submitted are taken in to account and acted on accordingly; the Clerk will respond to the consultation on behalf of BPC. **ACTION: Clerk**

#### **5.11 MBC Consultation: Taxi Emission Policy**

Members were in favour of this consultation to combat air quality in staged criteria. Cllr Doe added that it will be a positive step in combating air pollution to which Cllr Willson agreed as taxis do spend time with engines running. Cllr Willson volunteered to complete the survey on this consultation on behalf of BPC. **ACTION: Cllr Willson**

#### **5.12 Bull Orchard Notice Board: Replacement Glazing Panels**

Greenbarnes have provided necessary measurements and details for replacing the 2 UV protected polycarbonate glazing panels, as the transparency degrades over time. Cllr Manser has since successfully cleaned the glazing panels inside and out, therefore replacement can be delayed; thanks were given to Cllr Manser.

#### **5.13 Local Council Administration Publication**

Members were requested to authorise the purchase of the 11<sup>th</sup> Edition which is a vital part of the Clerk's toolkit. The cost of the book for KALC members is £103.99 plus £7.00 delivery. Normal price is £129.99 plus delivery. Cllr Manser proposed to proceed with the purchase which was seconded by Cllr Gooch, with all in favour; the Clerk will place the order. **ACTION: Clerk**

#### **5.14 Parish Hall: Internet Connection**

Cllr Gooch has had discussions with various companies and her findings were considered by members. We would only need a basic service, enough to allow us to do internet banking at our monthly meetings, possible web searching and in the future downloading of planning applications. Only a handful of people will have internet access and no major downloads such as films and music videos will be needed or permitted.

Members were in favour of B.T or Plusnet from the five companies that had quoted and asked Cllr Gooch for clarification on whether the prices included line rental. This item will be added to the October agenda for a final decision on supplier, but in principle all members are in favour of installing Wi-Fi in the parish hall. **ACTION: Cllr Gooch**

### 5.15 Barming News

Unfortunately the delivering of the Barming News has become a little too much for one of the volunteers. Members discussed and agreed how these roads will be covered going forward:

North Pole Road up to the 30mph sign (36 copies) – will be covered by Cllr Willson

Beverley Road (92 copies) – will be covered by Cllr Doe and Cllr Willson

The Cherries (14 copies) – will be covered by Cllr Doe and Cllr Willson

Halfpenny Close (32 copies) and Tonbridge Road (113 copies) – will be covered by Cllr Vizzard.

## 6. PLANNING

### 6.1 Applications received prior to the meeting

18/504550/FULL – Conversion of office space to dwelling – The Works Farleigh Bridge, East Farleigh.

Members wish to see listed building consent included on this application. As no paperwork has been received for this application, members will view online and send comments to the Clerk by the 21<sup>st</sup> September 2018.

**6.2 17/01595/OAEA – Erection of up to 840 dwellings, Land East of Hermitage Lane** – Members ratified the comments for refusal which were submitted prior to the meeting; comments had been circulated with all members in agreement before submission.

**6.3 18/504292/FULL – Erection of four bedroom detached dwelling house, 2 Belmont Close ME16 9DY** - Members ratified the comments for refusal which were submitted prior to the meeting; comments had been circulated with all members in agreement before submission.

## 7. FINANCE

### 7.1 Budget Monitoring

The Clerk circulated prior to the meeting.

### 7.2 Income received

*Payments received since the last meeting are as follows:*

Parish Hall Rent	£ 939.80
Pavilion Rent	£ 775.37
Natwest Interest	£ 3.82
S Manser – payment for bench renovation	£ 80.00

### 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	£ 64.00
DD – NEST Pension Payment	£ 30.07

### 7.3 Cheques for signature

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

3080 - Mrs N Attwood – salary, 7 hr o/t and office allowance	£1142.45
3081 – Mrs E Whitehouse – gate duties	£ 60.00
3082 – Mrs F Gooch – expenses	£ 22.00
3083 – S Manser – expenses	£ 29.95
3084 – Dusters – cleaning services	£147.00
3085 – N Attwood – expenses	£ 55.36
3086 – HM Revenue and customs only – HMRC Payment	£ 653.44

## 8 MATTERS OF REPORT

### 8.1 County Councillor's Report

County Councillor Stockell was not present.

### 8.2 Borough Councillors/Chairman's Report

Cllr Gooch reported that by the year 2022, as instructed by central government, across the borough an extra 300 homes must be delivered. Homelessness is increasing every year so more social housing is needed.

The sink hole in Broomshaw Road has now been fixed and the date for the opening of the Tonbridge Road has been issued for hopefully the 20<sup>th</sup> October 2018.

There has been a delay on the pelican crossing installation on the Tonbridge Road; this is due to a change of contractors.

Cllr Gooch will be looking in to the arrangements for the Remembrance service and asked members if a small wreath on the Wayside Cross for the Centenary would be a nice idea; all members were in favour of Cllr Gooch looking in to this idea.  
**ACTION: Cllr Gooch**

A local resident approached Cllr Gooch asking if we would consider re-dedicating the roll of honour to the church. Unfortunately the church already has its own roll of honour and the one that is situated at the parish hall is an asset of the parish council. Cllr Manser offered to contact the War Memorial Trust to make enquires regarding having the parish owned one cleaned.  
**ACTION: Cllr Manser**

Cllr Gooch reported that a while back a cow fell into the river and at the time the fire engine could not gain access down South Street due to parked cars. Cllr Gooch has contacted the borough and KCC regarding the installation of double yellow lines to ensure that emergency vehicles are not obstructed in future but has not heard back from anyone yet.

Cllr Gooch informed members that the bollards outside the parish hall, which had been knocked down by a car in July, were successfully paid for by the individual's insurance as the number plate had been retrieved and given to highways.

### **8.3 Individual Councillors Report**

Cllr Doe has received complaints regarding the crossing delay on the Tonbridge Road. Cllr Gooch has received a telephone call from highways apologising for the inconvenience and informing her that a temporary crossing will be installed; Cllr Vizzard and the Clerk confirmed that the temporary crossing had been installed further up the road.

Cllr Vizzard gave a report on the Kent Community Railway Partnership meeting that he had recently attended and a newsletter will be circulated to members with the correspondence. For details of future events residents can visit their website at: kentcrp.org.uk

Cllr Manser reported that the parish field noticeboard has been vandalised; Cllr Gooch will report this matter to the police.  
**ACTION: Cllr Gooch**

Cllr Manser informed members that one of the light switches in the pavilion is faulty, she will arrange for an electrician to fix.  
**ACTION: Cllr Manser**

Cllr Gooch reported that she had replaced the light bulb in the pavilion and noticed that the drain pipe is loose (photos will be emailed to the Clerk) and one of the roof fixing bars for the covering has been bent back; Cllr Gooch will seek advice on how to fix.  
**ACTION: Cllr Gooch**

Members were asked to think about and pass on details to the Clerk of any odd job people that the parish council could call upon in future when small ad hoc jobs occur.  
**ACTION: All**

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

The car park sign for the parish field has now been ordered and the wreath for the Remembrance service will be ordered this coming week.

A local resident has recently complained about the trees on the Tonbridge Road as some of the branches are very close to a chimney stack; Cllr Doe will quote for the removal of the branches as a matter of urgency due to safety.

The Clerk received a complaint from a dog walker who went to visit the parish field only to find a fun day was taking place over the whole field. Cllr Manser confirmed that one of the hirers holds a fun day once a year; it was suggested that in future, the event is advertised so that local residents can join in if they wish and residents are made aware that use of the field on the allocated day may be restricted.

The Clerk has received a request to install a clothing bank at the parish field; members wish to decline due to safety implications and lack of space for another container to be installed.

## **9 CORRESPONDENCE**

Countryside Voice – Summer 2018  
CPRE Field Work – Summer 2018  
LCR – Summer 2018

## **10 DATE OF NEXT MEETING**

The next Full Council Meeting will be held on Wednesday 10th October 2018 at 7.30pm in the Parish Hall, Tonbridge Rd.

The meeting was closed at 21.55pm