

BARMING PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 8th MAY 2019 at 7pm

AT THE PARISH HALL, TONBRIDGE ROAD

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

IN ATTENDANCE: No members of the public present.

1. APOLOGIES

Cllr Gooch, Cllr Vizzard.

2. NOTIFICATION TO BE RECEIVED FOR INTENT TO FILM, PHOTOGRAPH OR RECORD ANY ITEMS.

No intent to record any items.

3. ELECTION OF OFFICERS

Cllr Willson proposed Cllr Gooch as Chairman this was seconded by Cllr Manser; all in favour.

Cllr Willson proposed Cllr Manser as Vice Chairman this was seconded by Cllr Doe; all in favour.

4. APPOINTMENT OF COMMITTEES

It was agreed with all in favour not to appoint any committees.

5. APPOINTMENT OF REPRESENTATIVES

Cllr Doe will continue as the Internal Auditor; all in favour.

Cllr Manser will continue as the Booking Clerk; all in favour.

Cllr Willson will continue as allotment representative; all in favour.

Cllr Gooch will continue as the editor of the Barming News; all in favour.

Cllr Gooch and Cllr Vizzard will continue as the KALC representatives; all in favour.

Cllr Vizzard will continue as the Medway Valley Community Rail Partnership Representative; all in favour.

Cllr Gooch will continue as the representative for the police liaison meetings; all in favour.

6. COUNCILLOR DECLARATIONS

Cllr Manser declared a pecuniary interest in agenda item 10.4 (cheques to be signed).

Cllr Doe declared a pecuniary interest in agenda item 9.5 (Hedge Repair).

7. MINUTES of the Meeting held on 17th April 2019

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

8. MINUTES of the Annual Parish Meeting held on the 23rd April 2019

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

8.1 Annual Parish Meeting – Actions arising

All members were extremely impressed with the presentation from Gallagher's and felt that it also gave local residents the opportunity to voice their concerns to the representatives. Members asked for thanks to be given to Mr Connor for the presentation and for their time; the Clerk confirmed that Cllr Gooch had already sent thanks.

9. RESOURCES AND ENVIRONMENT MATTERS

9.1 Play Equipment

The Clerk read out the update regarding the play equipment from Cllr Gooch. The installation is now complete but a final inspection date is yet to be set. The concerns that the ground was not levelled prior to the grass matting being laid have been looked at and some soil has been added in places. Cllr Gooch has received some possible dates for the Mayor to attend the official opening and will discuss these with the school. Members then discussed the possible wording for the memorial plaque; Cllr Doe proposed to proceed with option three (This play area was refurbished in July 2019 and is dedicated to the memory of Jean Grice Barming Primary School Teacher and former Chairman of Barming Parish Council who founded the original play area in July 1999) which was seconded by Cllr Willson, with all in favour. Members wish for the plaque to be situated on one of the benches; the Clerk raised her concerns regarding the time scales for delivery and

installation of the benches. The benches will be ordered as soon as possible and Cllr Doe will obtain a quotation for installation of the benches, removal of the post in the play area and removal of the sign that states the area is only up to the age of 11, as this is no longer correct information.

ACTION: Cllr Doe, Clerk

9.2 LCR Annual Subscription Renewal

All members were in favour to continue with the annual subscription.

9.3 Barming Youth Football Club (BYFC)

Cllr Gooch has contacted the chairman for a possible date for the annual meeting; the date will be circulated once it has been set. Cllr Manser will be requesting a fixtures/date list from the club so that we are fully aware of when the club will be using the field. The toilets in the pavilion have also been used by the children whilst other hirers have booked the premises, this will also be discussed.

Cllr Willson proposed to increase the annual fees by £25.00 to £750.00 for the 2020/21 season, this was seconded by Cllr Manser with all in favour.

9.4 Allotments

Cllr Willson will contact the allotment secretary to arrange a suitable date for the annual visit to take place, which will probably be arranged for a Saturday morning. All members agreed that the allotments are looking really lovely at the moment and a lot of hard work has gone in to some of the previously vacant plots. Cllr Doe has received a complaint regarding rubbish that is accumulating in the allotments (against the wall of a property in Roberts Orchard); members will discuss this matter at the visit.

9.5 Hedge Repair: Bull Orchard/Tonbridge Rd

Cllr Doe informed members of his quotation details and then left the room.

To supply and erect three rolls of chestnut pale fencing using full and half round posts will cost £450.00. The hedge plants would not be planted in until October, so prices will be obtained nearer the time for these. Cllr Manser proposed to accept the quotation and Cllr Willson seconded; the Clerk will email Cllr Gooch and Cllr Vizzard for their votes and the decision will be formally ratified at the June meeting.

ACTION: Clerk

Cllr Doe returned to the meeting.

10 FINANCE

10.1 Annual Report and Audit 2014/15

10.1.A The Annual Governance Statements were approved and signed.

10.1.B The accounting statements 2018/19 were approved and signed.

The Clerk informed members that the annual audit went really well with no issues to report. The auditor has requested that the one Councillor who has not set up a gmail account, does so as a matter of urgency. The Clerk will send out an updated list of email addresses to solve any confusion. Members thanked the Clerk for all of the hard work that she had put in to preparing for the audit.

10.2 Budget Monitoring

The Clerk will circulate the monitoring sheet to all members when the bank statements arrive.

10.3 Income received

The following payments received since the last meeting were noted:

Parish Hall Rent	£ 1103.45
Pavilion Rent	£ 427.20
Barming News Adverts	£ 188.50
HMRC Vat Refund	£ 3183.48
MBC Precept	£27460.00
KCC Grant	£ 2000.00
Play Equipment Donations	£ 40.00
EDF Energy Refund	£ 107.55
Natwest Interest	£ 19.46

Outstanding Invoices – There are no outstanding invoices to report.

Confirmation of payments made

The following payments were agreed

DD – MBC Field Bin	£ 19.50
DD – Castle Water – Parish Hall	£ 14.22
DD – EDF Electric Pavilion	£ 58.00

DD – EDF Electric Parish Hall	£ 62.00
DD – Business Stream – Pavilion Water Oct-Apr	£ 267.13
DD – BT Wifi Monthly Payment	£ 24.99
SO – MBC NNDR – Pavilion Rates	£ 2602.30

10.4 Cheques for signature

All Councillors were in favour “that the Council approve the following payments”. This was **Agreed** and the following cheques were signed – as only one signatory was present at the meeting, the Clerk will arrange for the completion of the cheques with the second signatory.

3168 – Cleaning Services	£ 210.00
3169 – Fire Ext Maintenance	£ 132.60
3170 – S Manser – Expenses	£ 3.25
3171 – Kent County Playing Fields Assoc Annual Subscription	£ 20.00
3172 – F Gooch – Expenses	£ 25.80
3173 – B Vizzard – Expenses	£ 18.96
3174 – N Attwood – Expenses	£ 43.71
3175 & 3176 & Staff Costs	£1397.53
3177 – NALC LCR Subscription	£ 17.00
3178 – F Willson – Expenses	£ 37.50

11 PLANNING

11.1 Any planning matters received prior to the meeting

19/502098/FULL – 7 Banky Meadow, ME16 9JX – Demolition of existing rear extension. Erection of part two storey, part single storey rear extension – Members have no objections to this planning application.

19/501872/LAWPRO – 9 Rede Wood, ME16 9HL – Lawful development certification for a loft conversion with rear dormer - Members have no objections to this planning application.

19/502186/FULL- 54 Rede Wood, ME16 9HR - Erection of a single storey side extension to replace existing garage – Members have no objections to this planning application.

12 MATTERS OF REPORT

12.1 County Councillor's Report

County Councillor Stockell was not present.

12.2 Borough Councillors/Chairman's Report

Cllr Gooch was not present.

12.3 Individual Councillors Report

Cllr Doe informed members of a recent accident on the Tonbridge Road that occurred at 1.30am on the Sunday of the bank holiday weekend. The car hit a tree opposite the Junction of Bull Orchard/ Abingdon Road with such force that the wheels came off of the chassis and the vehicle ended up back in the middle of the Tonbridge Road; the driver was treated by medical staff from the air ambulance service.

Cllr Manser has had a request from Rev'd Will North to arrange for a sign that clearly states vehicular movements on the field to be displayed. Members agreed to order a sign with different wording to replace the one that is already on the gate at the bottom of the field; the Clerk will contact the Royal British Legion for a quotation. The sign is to read “Keep clear for occasional vehicular access”.

ACTION: Clerk

Cllr Manser asked members what could be done to minimise mud on the field and reminded them that she had previously sent round various suggestions, including extending the width of the path. The Clerk reminded members that the item had not been placed on the agenda so no decision could be made at this meeting; the item will be added to the June agenda. In the meantime, members are asked to visit the site at a time that is convenient to them and to bring their thoughts on the matter to the next meeting.

ACTION: All

12.4 Clerk's Reports

Nothing to report.

13 CORRESPONDENCE

Kent Voice – Spring/ Summer 2019
LCR – Spring 2019

14 DATE OF NEXT MEETING

The next Full Council meeting will be held on **Wednesday 12th June 2019** at **7.30pm** in the Parish Hall, Tonbridge Road.

The meeting was closed at 8.00pm.

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