

**MINUTES OF RYARSH PARISH COUNCIL MEETING  
MONDAY 14<sup>th</sup> OCTOBER 2019 AT 8.00PM  
RYARSH VILLAGE HALL**

**Present:** Cllrs McKinlay (Chairman), Emson (Vice Chairman), Barton, Butler, Martin, Storey and Sutton, Borough Councillor Kemp (8-8.10pm), Clerk

ITEM	MINUTES	ACTION
1.	<p><b><u>APOLOGIES RECORDED, DECLARATIONS OF INTEREST MADE AND REGISTER OF INTERESTS:</u></b> Apologies were received from County Councillor Hohler and Borough Councillor Montague. There were no declarations of interest.</p>	
2.	<p><b><u>APPROVAL &amp; SIGNING OF MINUTES OF PARISH MEETING 9<sup>th</sup> SEPTEMBER 2019:</u></b> The Minutes arising from the Parish Council Meeting on 9<sup>th</sup> September were agreed by all Councillors and signed by Cllr McKinlay</p>	<b>MM</b>
3.	<p><b><u>REPORTS:</u></b> <b>Police –</b> The monthly police report has been circulated and there has been a spate of garage break ins. Since the September report there have also been two assaults in the village.</p> <p><b>County Councillor –</b> Cllr Hohler has provided the following report:</p> <ul style="list-style-type: none"> <li>• Paul Carter, leader of Kent County Council for 14 years, has stepped down. The new Leader, to be confirmed by full Council on Thursday this week, is Roger Gough who is currently the cabinet member for education.</li> <li>• On 12<sup>th</sup> September the County Council report included a full item on Brexit readiness. This is available on the KCC website. The Leader welcomed the additional funding from Government for Brexit and also for enabling the continuation of the troubled families programme, the Better Care Fund and additional winter monies. This amounted to approximately £59 million. There is also additional funding next year for further support for special educational services.</li> </ul> <p><b>Borough Councillor –</b> There was a discussion about the new waste collections. It was reported that the bulky refuse lorry is often full by the time it reaches Ryarsh.</p>	
4.	<p><b><u>PLANNING:</u></b> (a) <b>Plans Received for Comment:</b> i. <b>TM/19/02175/FL - 4 Vale Cottages, Chapel Street</b> - Hip to gable enlargement to the roof of the dwelling and a two storey side extension to facilitate a loft conversion There were <b>NO OBJECTIONS</b>.</p> <p>(b) <b>Decision Notices:</b> There were no decision notices to report.</p> <p>(c) <b>Any other planning matters:</b> i. <b>Moonfield, The Street - APP/H2265/W/19/3234301</b> – Appeal against decision to refuse permission for Revisions to Siting and design of previously approved dwelling under TM/17/01104 as revised under TM/18/00728/FL -planning application Ref TM/19/00570/ There was a discussion about the appeal. It was agreed that the Parish Council would not submit any representations to the Planning Inspectorate.</p>	<b>Clerk</b>
5.	<p><b><u>MATTERS ARISING</u></b> (a) Actions from last meeting: The Clerk reported that the following actions have been taken:</p> <ul style="list-style-type: none"> <li>• Overhanging nettles and damaged fencing from Ryarsh Oast have been reported to Kent Highways who have sent a 21 day letter for action to the landowner. Cllrs</li> </ul>	

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	<p>reported that the landowner has done some of the work.</p> <ul style="list-style-type: none"> <li>Concerns about the Bull Road junction with the bypass have been reported to Kent Highways who have said there is no accident data to support intervention here. The Parish Council could consider using some s106 monies towards any work. Councillors did not consider this appropriate. Any work should be carried out by Birling Parish Council.</li> <li>The overgrown footpath behind the Oast House has been reported again to Kent Public Rights of Way Office</li> </ul> <p>(b) Minerals &amp; Waste Sites Plan Examination Hearings - 08.10.19 There was nothing to report.</p> <p>(c) Remembrance Service – St Martin’s Church It was agreed that the Parish Council would provide a wreath for the remembrance service in November. Cllr Barton agreed to supply the wreath again. It was noted the soldier silhouette will be installed in the village again.</p> <p>(d) To receive an update – Wrotham Quarry Cllr Hohler has made it possible for us to work with Addington Parish Council and talk to Ferns about the road mess at the top of Woodgate Road. Cllr McKinlay is meeting with the Chairman of Addington Parish Council and Ferns to discuss. It was reported that Cllr Hohler has paid for warning signs at the top of Woodgate Road, telling drivers that there are no pavements with pedestrians and children walking along the road.</p> <p>(e) To receive updates and reports:</p> <ol style="list-style-type: none"> <li>Kent Association of Local Councils (KALC) and T&amp;M KALC Cllr McKinlay has attended the Finance Conference. She is part of the Executive Committee for Tonbridge &amp; Malling KALC. There will be an AGM in November at which topics will be discussed to go to the National Association Conference. Issues include air quality and pollution and how parishes should deal with traveller incursions.</li> <li>TMBC Joint Standards Board and Parish Partnership Panel (05.09.19, 14.11.19) There has not been a Standards Board meeting. Cllr McKinlay was unable to attend the Parish Partnership Panel. Discussions included the parking consultation proposals. No plans for Ryarsh have been carried forward.</li> <li>Joint Parish Councils Traffic Consultative Group (JPCTCG) 23.09.19, 26.11.19 There is nothing to report relevant to Ryarsh from the last meeting.</li> <li>West Malling Bus Feeder Pilot meeting 16.10.19 Cllr Barton is attending the meeting on Wednesday. It was agreed the new bus service is a great improvement, it seems to be busy and working well. Nu Venture are pleased with progress and have purchased some high quality non-polluting vehicles.</li> <li>General Data Protection Regulations – web mail hosting and ICO Registration The Clerk reported that the invoice for hosting the 8 email accounts for the next year is due for payment. The annual fee payable to the Information Commissioners Office is due in November.</li> </ol> <p>(a) To consider future Parish Council projects Cllr Barton suggested an outside water fountain for use by footballers and other visitors, to help reduce the use of single use water bottles. The Clerk was asked to look into this and find out whether the water company could install one free of charge or for a small fee.</p>	<p></p> <p><b>MB</b></p> <p><b>MM</b></p> <p><b>MB</b></p> <p><b>Clerk</b></p>
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6.	<p><b>OPEN FORUM:</b> Public Participation Session There were no members of public present.</p>	
7.	<p><b>PARISH NEWS AND CORRESPONDENCE:</b> All correspondence has been circulated to Cllrs or appears on the Agenda.</p>	
8.	<p><b>HIGHWAY AND FOOTWAY MATTERS:</b></p> <p>(a) To report any highways problems – <a href="http://www.kent.gov.uk/roads-and-travel/report-a-problem">www.kent.gov.uk/roads-and-travel/report-a-problem</a></p> <ul style="list-style-type: none"> <li>• Workhouse Road salt bin has been damaged and the wooden post is lying on the ground. The Clerk will report this.</li> <li>• The stream alongside the car park to the end of the playing field needs clearing out. This has already been reported to Kent Highways. The Clerk will make enquiries.</li> <li>• A tree has fallen and is blocking a footpath. The Clerk will send out a map of the footpaths so that the correct location can be identified.</li> <li>• Councillors did not want to take up the offer from Kent Highways of a large salt bag. This was not successful when stored before in the Village Hall Car Park.</li> </ul> <p>(b) To receive an update on progress of S106 Monies and Traffic Calming and consider proposals The Clerk has sent out a list of proposals to Councillors following the last meeting. All Councillors must respond. When agreed this will be taken to Kent Highways and other groups, before consulting with the village. Kent Highways will not carry out any works without the agreement of villagers.</p> <p>(c) To report any street lights or footpath issues There were no further issues to report.</p>	<p>Clerk Clerk Clerk JS  Clerk All</p>
9.	<p><b>VILLAGE HALL</b></p> <p>(a) To approve Lease and authorise signature Councillors approved the Lease and this was signed by Cllrs McKinlay and Emson. Cllr Storey confirmed that Ryarsh Village Hall have signed and returned the counterpart lease.</p> <p>(b) To receive details of Energy Performance Certificate Details have been circulated and Councillors noted the excellent energy performance as a result of the new boiler.</p> <p>(c) To receive updates and information about Ryarsh Village Hall Cllr Storey reported that it is difficult to find enough letting space and storage space to accommodate the regular and occasional hirers for the hall. The boiler is performing well.</p>	<p>Clerk</p>
9.	<p><b>PARISH MAINTENANCE AND REPORTS:</b> To receive reports on and report any issues about:</p> <p>(a) Parish Property (including Ryarsh Resource Room, Defibrillator etc) The Notice Board near the Recreation Ground needs attention to repair and fit the glazing, install a new back board etc. The Notice Board lock on Roughetts Road needs repairing. The Clerk will look for contractors to carry out the work. There is nothing to report about the Ryarsh Resource Room or defibrillator.</p> <p>(b) Play Area, Completion of second phase of improvements and Annual Play Area Inspection The Play Area works have now finished and it was agreed that Redlynch has done a very good job. The equipment and safety surface look good and it has been well received and widely used. Cllr Storey was thanked for the assistance he was able to give the team. Cllr Storey suggested the slide be painted as it looks tatty against the new safety surface.</p> <p>It was noted that Andy Betts has provided a cheque for £1,109.90 towards the work from the proceeds of the Summer Fete and Councillors were very grateful for this donation. County</p>	<p>Clerk       Clerk</p>

## Minutes of Ryarsh Parish Council Meeting Contd

	<p>Councillor Hohler has agreed to provide £600 towards the work. The Annual Inspection Report has been completed by the Play Inspection Company and circulated to Councillors. There is very little to report Cllr Storey suggested artificial grass be installed in the play area.</p> <p style="text-align: center;">(c) Recreation Ground There was nothing to report.</p> <p style="text-align: center;">(d) Trees It was reported that some work has been carried out today to trees by the car park on Birling Road and there is some more work to be carried out in the corner of the Recreation Ground. Cllr Butler was thanked for cutting back vegetation which was obscuring the sign at the bottom of Old School Lane.</p>																															
10.	<p><b><u>FINANCIAL MATTERS</u></b></p> <p style="margin-left: 20px;">(a) To receive bank statements, consider and approve financial statement for September 2019 The Financial Statement for September was signed by Cllrs McKinlay and Emson.</p> <p style="margin-left: 20px;">(b) To consider invoices, approve and sign cheques The following invoices were APPROVED and cheques were signed by Cllrs Emson and Sutton.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 35%;">Vision ICT</td> <td style="width: 45%;">8 hosted email accounts</td> <td style="width: 20%; text-align: right;">£172.80</td> </tr> <tr> <td>PSR Lighting</td> <td>Street light maintenance Sept</td> <td style="text-align: right;">£116.40</td> </tr> <tr> <td>SK Renovations Ltd</td> <td>Village Sign Installation</td> <td style="text-align: right;">£342.00</td> </tr> <tr> <td>Redlynch</td> <td>Playground works</td> <td style="text-align: right;">£19,056.00</td> </tr> <tr> <td>High Street EPC Ltd</td> <td>Village Hall EPC</td> <td style="text-align: right;">£420.00</td> </tr> <tr> <td>Play Inspection Co</td> <td>Annual Play Area Inspection</td> <td style="text-align: right;">£120.00</td> </tr> <tr> <td>TMBC</td> <td>Uncontested Election Fees</td> <td style="text-align: right;">£244.96</td> </tr> <tr> <td>Clerk</td> <td>Sept Salary, allowance, expenses</td> <td style="text-align: right;">£784.73</td> </tr> <tr> <td>HMRC</td> <td>PAYE &amp; NI September 19</td> <td style="text-align: right;">£124.24</td> </tr> <tr> <td colspan="2"></td> <td style="text-align: right; border-top: 1px solid black;">£21,381.13</td> </tr> </table> <p>Payment to Eon for electricity for September of £109.65 was approved</p> <p style="margin-left: 20px;">(c) To receive update about move to a new bank Cllrs will provide the Clerk with information to open the new bank account. Cllr McKinlay reported that at the recent KALC conference, other parishes gave good and positive feedback about Unity Trust Bank who are widely used in Kent. KALC reported good feedback and positive about Unity Trust</p> <p style="margin-left: 20px;">(d) To note complaint made to Financial Ombudsman and Information Commissioners Office The Clerk reported that Nat West have paid £250 compensation for problems encountered with the change of signatories form. The Clerk has escalated the data breach complaint to the Financial Ombudsman and the Information Commissioners office as Nat West have failed to respond.</p> <p style="margin-left: 20px;">(e) To consider any other financial matters There were no other matters.</p>	Vision ICT	8 hosted email accounts	£172.80	PSR Lighting	Street light maintenance Sept	£116.40	SK Renovations Ltd	Village Sign Installation	£342.00	Redlynch	Playground works	£19,056.00	High Street EPC Ltd	Village Hall EPC	£420.00	Play Inspection Co	Annual Play Area Inspection	£120.00	TMBC	Uncontested Election Fees	£244.96	Clerk	Sept Salary, allowance, expenses	£784.73	HMRC	PAYE & NI September 19	£124.24			£21,381.13	<p><b>All</b></p> <p><b>Clerk</b></p>
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11.	<p><b><u>MATTERS FOR NEXT MEETING</u></b> There were no matters raised.</p>																															

The Meeting concluded at 8.55pm  
Date of the next Parish meeting is **Monday 11<sup>th</sup> November 2019**

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