

**MINUTES OF RYARSH PARISH COUNCIL MEETING  
MONDAY 13<sup>th</sup> JULY 2020 AT 8.00PM  
Held online via Zoom video conferencing**

**Taking Part:**

Cllrs McKinlay (Chairman), Barton, Martin, Storey and Sutton, County Councillor Hohler (8-8.10) Clerk

ITEM	MINUTES	ACTION
1.	<p><b><u>APOLOGIES RECORDED, DECLARATIONS OF INTEREST MADE AND REGISTER OF INTERESTS:</u></b> Apologies were received from Cllrs Emson and Butler and Borough Councillors Kemp and Montague. There were no declarations of interest.</p>	
2.	<p><b><u>APPROVAL OF MINUTES OF MEETING ON 8<sup>th</sup> JUNE 2020 (minutes to be physically signed at the next available opportunity)</u></b> The Minutes arising from the Parish Council Meeting on 8<sup>th</sup> June were agreed by all Councillors and will be signed by Cllr McKinlay at the next available opportunity.</p>	MM
3.	<p><b><u>REPORTS:</u></b></p> <p><b>County Councillor Hohler –</b></p> <ul style="list-style-type: none"> <li>o With agreement of all schools the 11+ exam has been moved to give students an extra month to prepare and will take place in October</li> <li>o A report is being considered by KCC about meeting low emission targets in 2030 instead of 2050. 6000 solar panels have been installed on KCC buildings</li> <li>o 12 libraries have opened today, one in each district. A lot of work has gone in to providing precautions, extra staff are needed, returned books must be quarantined and you have to book a slot. One library is open per district. They hope to have 30 opened by September.</li> <li>o Highways have worked hard, patching roads and filling potholes</li> <li>o Highways England have planted some Lleylandi by The Paddock to hide the gantry</li> <li>o She is working with Birling Parish Council on their Highways Improvement Plan. Work has begun in Ryarsh already.</li> <li>o It was noted that Cuxton tip is shut due to access issues. Allington tip is not ready for use yet but a planning application has gone in.</li> </ul> <p><b>Borough Councillor –</b> There was nothing to report.</p> <p><b>Police –</b> A rural police newsletter has been circulated.</p>	
4.	<p><b><u>PLANNING:</u></b></p> <p>(a) <b>Plans Received for Comment:</b> <b>There were no plans received.</b></p> <p>(b) <b>Decision Notices:</b></p> <p>i. <b>TM/20/00896/FL - 2 Brick Gardens - Single storey side extension. APPROVED</b></p> <p>(c) <b>Any other Planning Matters</b> TMBC have agreed to enforce the 21 day time limit for responses to planning applications, which mean that Parish Councils may have to meet mid month to discuss planning matters at a public meeting. This will be considered as applications are received.</p>	
5.	<p><b><u>MATTERS ARISING</u></b></p> <p>(a) Roughetts Road/Woodgate Road Junction improvements- work to begin 08.07.20 Works have begun. A query was raised by the farm about the width of the junction for farm vehicles and this has been answered by Kent Highways.</p>	

Signed .....

Date .....

## Minutes of Ryarsh Parish Council Meeting Contd

	<p>(b) To consider re-opening of Play Area A group of volunteers from the village, and one resident from Birling, came together to help clean the equipment ready for opening and were thanked for their help. New signs have been ordered and installed for the play area, one encouraging social distancing, hand washing etc. A Covid-19 risk assessment has been considered and approved by the Parish Council. Cllr Storey has completed a thorough pre-opening inspection. Councillors are pleased that the play area is back in use.</p> <p>(c) Consultation on Draft Code of Conduct (17.08.20) There were no comments but it was agreed that the new draft is easier to read than the existing code.</p> <p>(d) JPCTCG: To consider M20 All Lane Running Motorway Tom Tugendhat MP's response has been circulated.</p> <p>(e) Covid-19 Recovery Phase This has been considered and the Parish Council has nothing further to add at this stage.</p>	
6.	<p><b><u>HIGHWAY AND FOOTWAY MATTERS:</u></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> There were no issues to report.</p> <p>(b) To report any street lights issues The streetlight outside Nevin on The Street is covered in vegetation. The Clerk will ask Highways who owns the land and is responsible for cutting the vegetation back.</p> <p>(c) To report any footpaths issues There is an issue with footpath MR154 behind The Street. Some trees have fallen and vegetation has grown making the path impassable in places. Cllr Storey will investigate.</p>	<p><b>Clerk</b></p> <p><b>DS</b></p>
7.	<p><b><u>VILLAGE HALL</u></b></p> <p>(a) To receive updates and information about Ryarsh Village Hall They have contacted existing hirers. Some are unwilling to return yet while others are keen to return in September. The Trustees have carried out some work during this period including making sure the fire alarms are up to date. The showers will be removed next week, as they have not been used for 5 years, and the space will be used as much needed storage instead. A working party will be needed to clear the trees and bushes outside. Cllr Martin is arranging a Village Clean up in September. Cllr McKinlay thanked Cllr Storey and Ba for all their hard work, most of which they are doing by themselves. On behalf of the Village this was much appreciated.</p>	<p><b>CM</b></p>
8.	<p><b><u>PARISH MAINTENANCE AND REPORTS:</u></b> To receive reports on and report any issues about:</p> <p>(a) Parish Property (including Ryarsh Resource Room, Defibrillator etc) Cllr Storey regularly checks these. There are no issues and everything is working well.</p> <p>(b) Play Area, Recreation Ground The Play Area has not been painted yet and the Notice Boards are looking tatty. Cllr Storey has written a very good report on the play area before opening.</p> <p>(c) Trees There is nothing to report.</p>	<p><b>DS</b></p> <p><b>DS</b></p>
9.	<p><b><u>FINANCIAL MATTERS</u></b></p> <p>(a) Annual Governance Accountability Review 2019/20</p> <ul style="list-style-type: none"> <li>• To receive the Financial Reconciliation as at 31<sup>st</sup> March 2020 for review, approval and signature</li> </ul>	

<p>The Financial Reconciliation has been circulated. It was <b>RESOLVED</b> that it be <b>approved</b> and signed by the Chairman. This is appended to the Minutes.</p> <ul style="list-style-type: none"> <li>To note publication of Local Authority Accounts: A Summary of Your Rights and Notice of Public Rights and Publication of unaudited Annual Governance &amp; Accountability Return</li> </ul> <p>It was noted that these will be published on the website and on the Notice Boards in accordance with the timescales.</p> <ul style="list-style-type: none"> <li>To review the one page addendum for the Annual Governance and Accountability Return</li> </ul> <p>The addendum was reviewed and noted.</p> <ul style="list-style-type: none"> <li>To review the system and effectiveness of the system of internal controls</li> </ul> <p>The system of internal control was reviewed and it was <b>RESOLVED</b> that it be approved.</p> <ul style="list-style-type: none"> <li>To Receive the Statement of Internal Control for approval and signature</li> </ul> <p>The Statement of Internal Control was reviewed and it was <b>RESOLVED</b> that it be <b>approved</b> and signed by the Chairman and the Clerk</p> <ul style="list-style-type: none"> <li>To receive the Annual Governance Statement (Section 1) for review, approval and signature</li> </ul> <p>The Annual Governance Statement (Section 1) was reviewed and it was <b>RESOLVED</b> that it be <b>approved</b> and signed by the Chairman and the Clerk.</p> <ul style="list-style-type: none"> <li>To receive the Accounting Statements (Section 2) for review, approval and signature</li> </ul> <p>The Accounting Statements (Section 2) were reviewed and it was <b>RESOLVED</b> that they be <b>approved</b> and signed by the Chairman and Clerk.</p> <ul style="list-style-type: none"> <li>To Receive the Supporting Statement and Fixed Asset Register for review, approval and signature</li> </ul> <p>The Supporting Statement and Fixed Asset Register were circulated and <b>approved</b>.</p> <ul style="list-style-type: none"> <li>To note Annual Internal Audit Report booked</li> </ul> <p>This was noted.</p>	<p><b>Clerk</b></p>															
<p>(b) To receive bank statements, consider and approve financial statements (to be physically signed at the next available opportunity)</p> <p>These have been circulated and considered by Cllrs. The statement was approved and will be signed by Cllr McKinlay at the next available opportunity.</p>	<p><b>MM</b></p>															
<p>(c) To consider and approve invoice payments</p> <p>The following invoices were APPROVED and the payments will be authorised by Cllrs Barton and Martin:</p>	<p><b>MB, CM</b></p>															
<table border="0"> <tr> <td>PSR</td> <td>Street light Maintenance June 2020</td> <td style="text-align: right;">£116.40</td> </tr> <tr> <td>Maidstone Signs</td> <td>Play Area Signs</td> <td style="text-align: right;">£398.40</td> </tr> <tr> <td>Clerk</td> <td>July 2020 Salary, expenses, allowance</td> <td style="text-align: right;">£846.54</td> </tr> <tr> <td>HMRC</td> <td>July 2020 PAYE and NI</td> <td style="text-align: right;">£56.08</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right; border-top: 1px solid black;">£1,417.42</td> </tr> </table>	PSR	Street light Maintenance June 2020	£116.40	Maidstone Signs	Play Area Signs	£398.40	Clerk	July 2020 Salary, expenses, allowance	£846.54	HMRC	July 2020 PAYE and NI	£56.08			£1,417.42	
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<p>Payment to Eon for electricity for June 2020 of £127.55 was approved.</p> <p>(d) To receive update on Nat West Banking and consider closure of Nat West accounts</p> <p>Cllrs considered the problems experienced with Nat West bank and it was AGREED that the accounts be closed and money transferred to Unity Trust. The Clerk will investigate suitable</p>	<p><b>Clerk</b></p>															

## Minutes of Ryarsh Parish Council Meeting Contd

	savings accounts.  (e) To consider any other financial matters There were no other financial matters.	
10.	<b><u>MATTERS FOR NEXT MEETING</u></b> Thanks were given to Artur who has collected for the food bank in Halling. Many villagers have given donations which can be handed to the Baptist Church in Halling, which are very well received.	

The Meeting concluded at 8.40pm

Date of the next Parish Council meeting is **Monday 14<sup>th</sup> September 2020**