

**MINUTES OF RYARSH PARISH COUNCIL MEETING  
MONDAY 9<sup>th</sup> MARCH 2020 AT 8.00PM  
RYARSH VILLAGE HALL**

**Present:** Cllrs McKinlay (Chairman), Emson (Vice-Chairman), Barton, Butler, Martin, Storey and Sutton), Borough Councillor Kemp (8-8.15pm, 1 member of public, 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 10<sup>th</sup> FEBRUARY 2020:</u></b> The Minutes arising from the Parish Council Meeting on 10<sup>th</sup> February were agreed by all Councillors and signed by Cllr McKinlay.</p>	<b>MM</b>
3.	<p><b><u>REPORTS:</u></b> <b>Police –</b> There was no report</p> <p><b>County Councillor Hohler</b></p> <ul style="list-style-type: none"> <li>• There is a consultation about reducing the speed limit for a section of the A20. This should improve the amenity of residents who have had to put up with noisy traffic</li> <li>• From her member funded schemes she has applied for traffic calming in Ryarsh and surrounding villages and an enhancement of Ryarsh bus services</li> <li>• Regarding noise, Cllr McKinlay reported that we have been in correspondence with Tom Tugendhat MP. To help Ryarsh Park with noise from the motorway needs local government initiatives, and cannot be done at our level. This is something he is pushing forward with.</li> </ul> <p><b>Borough Councillor Kemp –</b></p> <ul style="list-style-type: none"> <li>• A new Inspector has been appointed for the Local Plan who is getting things moving following a delay. A preliminary hearing is booked for 19-21 May with another in Autumn. More details are available on the TMBC website.</li> <li>• There is a change in the way planning and Parish Council’s work proposed. From September paper copies of planning applications will not be provided, unless there is an exceptional document or application. This will save 245,000 sheets of paper and £7,500 in printing costs per year. There will be training provided by the Parish Partnership Panel to assist Cllrs who need help accessing documents online. TMBC are aware that not everyone can access the internet to view papers.</li> <li>• The 21-day time limit for responding is going to be enforced. Parish Councils will not be granted extra days to allow an application to be discussed at the next meeting. Parish Councils need to decide how to deal with applications mid-month. It is possible to sign up for alerts which notify of an application before it appears on TMBC’s weekly list. If extra meetings are required this may incur extra costs. Issues like this should be considered and brought to the Parish Partnership Panel.</li> <li>• Cllr McKinlay reported that residents complained at the last meeting about who TMBC notified of planning applications. Cllr Kemp explained that TMBC do not have to consult neighbours. The relevant rules and regulations say they either have to display a notice or notify the “adjoining” neighbours. TMBC do both and exceed the requirements by displaying a notice and notifying the adjoining neighbours. Sometimes they exceed this and notify more neighbours than just those adjoining. If residents have any queries about who has and has not been consulted, they should phone TMBC who will explain the situation.</li> <li>• Cllr Kemp was asked about the compost made from brown bin garden waste. If residents pay for the brown bin could they buy discounted compost? Cllr Kemp will look into this. TMBC are responsible for collecting the waste, but KCC are responsible for the disposal of it. The compost will be the responsibility of KCC but Cllr Kemp will ask the question</li> </ul>	

Signed .....

Date .....

<p>4.</p>	<p><b>PLANNING:</b></p> <p>(a) <b>Plans Received for Comment:</b></p> <p>Cllrs and residents can look at all planning applications online. The Parish Council did submit a formal response to the application for exercising dogs off lead so that it is recorded, even though the application was withdrawn.</p> <ul style="list-style-type: none"> <li>• <b>TM/20/00254/FL - Hillview, London Road</b> -New bay and entrance porch to front elevation and single storey side extension</li> </ul> <p>Councillors have looked at the application online and considered the neighbour objections submitted. The house cannot be seen from the road and therefore the Parish Council had <b>NO OBJECTIONS.</b></p> <ul style="list-style-type: none"> <li>• <b>TM/20/00255/LDP - Hillview, London Road</b> - Lawful Development Certificate Proposed: loft conversion with rear dormer also hip to gable alteration</li> </ul> <p>The Parish Council are not consulted on Lawful Development Certificates but Cllrs had no comments to make.</p> <p>(b) <b>Decision Notices:</b></p> <p><b>TM/19/02961/FL - Units 1,2 and 3 15 Brooks Drive and Units 1,2 and 3 17 Brooks Drive</b> – Change of use and conversion of existing commercial/office building into 5 no. residential apartments, associated alterations and provision of cycle store. <b>APPROVED</b></p> <p>The Parish Council has been in correspondence with Tom Tugendhat MP about noise from the motorway and parking problems. The Parish Council made objections to TMBC about the application, but were informed by the planning department that there were no official grounds for it to be turned down.</p> <p>This problem has arisen because planning permission was granted a number of years ago and does not allow for more recent changes such as the Smart Motorway, changes in policy about noise and environmental impact and the standard of fencing available. There was a discussion about the changes needed in planning law to cover situations such as this.</p> <p>Tom Tugendhat MP has said we need to ask TMBC to look at the Environmental Impact Assessment for the M20 smart motorway scheme and the level of mitigation that is needed., although this application has already been approved.</p> <p>(c) Any other planning matters:</p> <ol style="list-style-type: none"> <li>i. <b>TM/19/02873/FL - Land South of Quarry Road, East of Roughetts Road</b> - change of use of agricultural land to area for exercising dog off-lead (Sui-generis). <b>APPLICATION WITHDRAWN</b></li> <li>ii. Noise issues – Ryarsh Park As discussed, the Parish Council have liaised with Tom Tugendhat MP- who is pursuing this from a national policy perspective – about parking and noise from the motorway. The planning complies with policies laid down in 2010 when permission was granted but we are now a lot further forward and there have been a lot of changes. We need to find out about the surveys from the M20 smart motorway group to see whether noise measurements made mean we can ask for more help. It was noted that we are a Parish Council and we are limited in what we can do. We do not have the power to tell Redrow, KCC or TMBC what to do. But we can go the right places and ask for help and work with other organisations.</li> <li>iii. <b>TM/20/00410/LDP - Ryefields Chapel Street</b> - Lawful Development Certificate Proposed: Erection of detached outbuilding.</li> </ol>	
<p>5.</p>	<p><b>MATTERS ARISING</b></p> <p>(a) To note actions from last meeting:</p> <p>The Clerk reported that the following actions have been taken:</p> <ul style="list-style-type: none"> <li>• The February update has been completed and sent out</li> <li>• Streetlight outside Moonfield will be converted to LED</li> </ul> <p>All other actions appear elsewhere on the agenda.</p>	

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	<p>(b) To discuss Fly-tipping (<a href="http://www.tmbc.gov.uk">www.tmbc.gov.uk</a>) CCTV has been investigated for Workhouse Road but there are ongoing costs and maintenance issues. It was reported that a private individual has installed CCTV. The Kent Police website is available to report any problems online <a href="http://www.kent.police.uk">www.kent.police.uk</a>. At a recent meeting attended by Cllr McKinlay the Police Commissioner reported that Kent are putting a lot of money and work into the police. Fly tipping can be reported to TMBC who are responsible for clearing it up <a href="http://www.tmbc.gov.uk">www.tmbc.gov.uk</a>. Kent County Council have launched a Keep Kent Clean campaign which will be advertised by the Parish Council. TMBC suggested a Neighbourhood Watch scheme could help.</p> <p>(c) Consultation to reduce the speed limit on the A20 - West Malling to just past Hawley Drive (ends 16.03.20) <a href="https://kccconsultations.inconsult.uk/consult.ti/London_Road_Speed_Limit/consultationHome">https://kccconsultations.inconsult.uk/consult.ti/London_Road_Speed_Limit/consultationHome</a> Information has been circulated.</p> <p>(d) To receive an update on speeding and driving issues in Ryarsh Park Following the last meeting the Parish Council has pursued this with Kent Highways. Ryarsh Park is a private estate and therefore outside the responsibility of Highways. They cannot take any action until they have officially taken over the site. We have also corresponded with Redrow who have asked consultants to look at a 20mph limit, but think this could be pursued once the highways are maintained by Highways. There are ecological reasons why the estate has been designed as it is, and many services run under the footpaths which would be disrupted by putting in street furniture such as bollards.</p> <p>(e) To note acceptance of contract for new Parish Council Website This was noted.</p> <p>(f) Annual Review: Standing Orders, Financial Regulations, Media Policy, Complaints Procedure, Freedom of Information Act policy, Retention of Documents and Records Policy, Street light Maintenance Contract, Fixed Asset Register The Standing Orders, Financial Regulations, Media Policy, Complaints Procedure, Freedom of Information Act policy, Retention of Documents and Records Policy, Street light Maintenance Contract, Fixed Asset Register were considered and no amendments were made.</p> <p>(g) To receive updates and reports: i. Great British Spring Clean – 21.03.20 The event is being run by Cllr Martin. There was a discussion about volunteers and areas to be cleared. Even if you can only spare 10-15 minutes that would help on the day. ii. Parish Council projects - benches The Clerk has obtained prices for a selection of benches. Cllr Sutton will provide prices for wooden benches to compare.</p>	<p style="text-align: right;">Clerk</p> <p style="text-align: right;">CM All</p> <p style="text-align: right;">JS</p>
6.	<p><b><u>OPEN FORUM:</u></b> Public Participation Session There were no questions.</p>	
7.	<p><b><u>PARISH NEWS AND CORRESPONDENCE:</u></b> There were no further matters to discuss.</p>	
8.	<p><b><u>HIGHWAY AND FOOTWAY MATTERS:</u></b> (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> On The Street, opposite the bank, vehicles are mounting the kerb and destroying the kerb</p>	

	<p>and bank. If there are changes made to the crossroads something could be incorporated to stop this problem.</p> <p>(b) To consider Highways Improvement Plan Cllr Hohler has agreed to fund one or two Pedestrian Signs on Sandy Lane. Kent Highways are promoting a Highways Improvement Plan. A number of areas could be included, such as flooding on Workhouse Road, problems on The Street going down the hill, signage at Old School Lane, the drain opposite 5 Workhouse Road which has been covered and boxed in, etc. It was AGREED that the clerk would contact Kent Highways about a Plan.</p> <p>The Clerk was asked to find out why Workhouse Road has been blocked off by Kent Highways, and whether the drainage is being sorted out.</p> <p>(c) To receive an update on progress of S106 Monies and Traffic Calming and consider proposals Cllrs considered and approved the s106 consultation. This will be printed and hand delivered to residents. The Village Hall Committee room will be booked for Monday 27<sup>th</sup> April at 7.30pm for a public meeting for residents who want to attend and discuss the proposals.</p> <p>(d) To report any street lights or footpath issues A couple of trees have come down on the footpath towards Leybourne Chase from the back of the Church by the stream. Footpaths issues can be reported online at <a href="http://www.kent.gov.uk">www.kent.gov.uk</a>.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>All Clerk</b></p> <p><b>Clerk</b></p>															
<p>9.</p>	<p><b><u>VILLAGE HALL</u></b></p> <p>(a) To receive updates and information about Ryarsh Village Hall</p> <ul style="list-style-type: none"> <li>• Cllr Storey met with the Headteacher at the Primary School and he is keen to get involved with the hall.</li> <li>• Damage to the car park boom has been repaired. It looks as if it had been forced so you couldn't close it. There was no evidence that it had been hit by a vehicle.</li> <li>• There are more problems with dog mess in the Recreation Ground. TMBC have been helpful and are carrying out extra details. A Bag and Flag event is being held on 7<sup>th</sup> April. More details will follow.</li> <li>• Another defibrillator training course is being arranged.</li> <li>• Over £1,200 has been raised from contributions made from the Village Hall library, which is used to help around the hall and has bought the Committee Room tables, screen, cover the chairs etc.</li> </ul>																
<p>10.</p>	<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) There was nothing to report.</p> <p>(b) Play Area, Recreation Ground, Trees</p>																
<p>11.</p>	<p><b><u>FINANCIAL MATTERS</u></b></p> <p>(a) To receive bank statements, consider and approve financial statements The Financial Statement for February 2020 was signed by Cllrs Barton and McKinlay.</p> <p>(b) To consider invoices, approve and sign cheques The following invoices were APPROVED and cheques were signed by Cllrs Barton and Storey.</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">PSR Lighting</td> <td style="width: 40%;">Streetlight Maintenance Feb 20</td> <td style="width: 30%; text-align: right;">£116.40</td> </tr> <tr> <td>KALC</td> <td>Planning Conference</td> <td style="text-align: right;">£72.00</td> </tr> <tr> <td>Clerk</td> <td>March 2020 Salary, allowance, expenses</td> <td style="text-align: right;">£780.18</td> </tr> <tr> <td>HMRC</td> <td>PAYE &amp; NI March 2020</td> <td style="text-align: right;">£124.24</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right; border-top: 1px solid black;">£1,092.98</td> </tr> </table>	PSR Lighting	Streetlight Maintenance Feb 20	£116.40	KALC	Planning Conference	£72.00	Clerk	March 2020 Salary, allowance, expenses	£780.18	HMRC	PAYE & NI March 2020	£124.24			£1,092.98	
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	<p>Payment to Eon for electricity for February 2020 of £123.30 was approved.</p> <p>(b) To note electricity supply contract It was noted that as the electricity supply is unmetered, other suppliers were unwilling or unable to enter into a new contract. The contract offered by Eon has been accepted.</p> <p>(c) To discuss Unity Trust Bank account and Nat West Bank Account After discussion it was agreed to keep the Nat West Bank accounts open and transfer money as needed from Nat West to Unity Trust. It was agreed to transfer £5,000 to Unity Trust.</p> <p>(d) To consider any other financial matters There were no other financial matters.</p>	<b>Clerk</b>
12.	<p><b><u>EVENTS AND MATTERS FOR NEXT MEETING</u></b></p> <p>(a) Change of date of April meeting to Monday 6<sup>th</sup> April 2020 (b) Lord Lieutenant Of Kent's Annual Civic Service 17.03.20 (MM and Clerk), Great British Spring Clean 21.03.20 (CM), J PCTCG 02.04.20 (MM), West Malling Feeder Pilot meeting 15.04.20 (MB)</p> <p>There was a discussion about setting up a database of vulnerable residents who may need help in an emergency. There was a discussion about Parish Council work and meetings in view of the fast changing advice about Coronavirus Covid-19. Cllr McKinlay has the necessary passwords to access the Parish email and documents if the Clerk is unable to work for any reason. It was AGREED that if public meetings are not possible, Cllrs will discuss and agree matters online or by telephone.</p>	

The Meeting concluded at 9.10PM

Date of the next Parish meeting is **Monday 6<sup>th</sup> April 2020**