

Minutes of **RYARSH PARISH COUNCIL MEETING**  
Held on **Monday 12<sup>th</sup> July 2021** at 8.00pm

**Councillors Present:**

Cllr M McKinlay (Chairman)  
Cllr I Emson (Vice Chairman)  
Cllr M Barton  
Cllr C Martin  
Cllr P Read  
Cllr J Sutton

**Also in attendance:**

L Mackie (Clerk)  
David Storey, Andy Betts, 2 members of public

Cllr McKinlay thanked David and Ba Storey for everything they have done to make the Village Hall safe to use.

**1. APOLOGIES FOR ABSENCE**

Apologies were received from County Councillor Hohler and Borough Councillors Kemp and Montague.

**2. DECLARATIONS OF INTEREST**

There were no declarations of pecuniary or non-pecuniary interests.

**3. MINUTES**

David Storey asked for a correction to item 6e – he did not authorise the work to be done to the play area, but had discussed it with the contractor, who started the work before it had been approved.

The Minutes arising from the Parish Council Meeting on 5<sup>th</sup> May 2021 were agreed by all Councillors and will be signed by Cllr McKinlay at the next available opportunity.

**4. EXTERNAL REPORTS**

(a) County Councillor Hohler

There was no report.

(b) Borough Councillors

There was no report.

(c) Police

The country police report circulated has a lot of information in it. Cllr McKinlay made representations to Inspector Lizzy Jones about problems in the village. We have then been contacted by local police asking what they can do to help and as a result there have been more regular patrols around the village. Cllrs noted they had seen the police more regularly.

**5. PLANNING**

(a) Plans Received for Comment

There were no plans received.

(b) Approvals

- i. **TM/21/00256/FL - 2 Brooks Drive** - Proposed two storey side extension and minor internal alterations on the ground and first floors to suit

(c) Refusals

There were no refusals to report.

(d) Any other Planning Matters

- i. **TM/21/01408/FL - April Cottage, Park Farm Road** - Proposed side orangerie extension with demolition of existing conservatory to existing dwelling house. The Parish Council has responded with no objections.
- ii. **TMBC Local Plan Inspectors Final Report**  
The report has now been circulated. We are also faced with possible changes in the planning rules which will cut out most Parish Council input.

**6. MATTERS ARISING**

(a) To consider Parish Councillor Vacancy and Approve Co-option

Two Candidates were welcomed to the meeting, David Storey and Andy Betts. Each candidate addressed the meeting. The candidates and members of the public left while Councillors discussed.

There was a vote: 3 Councillors voted for Andy Betts, 1 Councillor voted for David Storey and 1 Councillor abstained from voting.

Councillors acknowledged the hard work that David Storey does for the Village and Village Hall and he was thanked for this. Cllr McKinlay said she hoped the Parish Council could continue to work with David Storey in connection with the Village Hall, and congratulated Andy Betts on his appointment.

(b) To consider M20 Motorway Noise

Cllr McKinlay reported that we have heard from Matt Boughton, on behalf of Tom Tugendhat MP. Highways England will not agree to a face to face meeting, but there will be an online meeting which Ryarsh Parish Council will take part in. The Parish Council has been dealing with this for a long time.

A resident from Roughetts Road addressed the meeting. She has been in contact with Highways England many times. As soon as the fourth lane was used and the trees were removed it became noisy for houses and cottages on Roughetts Road. They have complained to Highways England but nothing has been done and it is noisier now than when they first moved in. Highways England are supposed to check in a couple of years to make sure they haven't made it noisier, but there is concern about how the data will be collected and used. The whole of Ryarsh is affected by the noise, and there are houses on Roughetts Road which are closer to the motorway than those in Ryarsh Park. Better sound barriers would be fine as long as they absorb the noise and don't deflect it to houses on the other side of the road.

Cllr McKinlay noted that the noise barrier installed on Ryarsh Park is like an inferior garden fence that keeps blowing away and is nothing to do with the Highways England noise barrier. There are noise barriers from J 4 to J 3 on the M20 on both sides so Cllrs do not understand why this did not include Ryarsh. Highways England argued that it is about the concentration of communities and the village is too spread out, but there are houses between Birling and Ryarsh that aren't protected.

Cllr Read said that he has been fighting as a Ryarsh Park resident and has been in touch with Tom Tugendhat MP. He is pursuing Highways England on the grounds of Health and Safety as the fence top rails are displaced and sections have blown away, causing a hazard to motorway users. Highways England have not responded yet.

Cllr McKinlay noted that Highways England have agreed to replace the tarmac on the fourth lane. However, it was reported that this tarmac does wear out after many years.

Tracey Crouch MP and Tom Tugendhat MP have talked about smart motorways and taken action.

The issue is to give Highways England the will to take action and to compel them. It was reported that they have received subsidies to deal with issues like this.

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- (c) LGBCE: Consultation on ward boundaries for Tonbridge & Malling Borough Council (19.07.21)  
Cllr McKinlay reported that Ryarsh may not be in the Downs ward anymore under the proposals. Cllrs were asked to submit their comments to Cllr McKinlay who will formulate a response.
- (d) 2023 Review of Parliamentary Constituencies and a Boundary Commission for England consultation (02.08.21).  
Cllrs were asked to submit their comments to Cllr McKinlay.
- (e) To consider Parish Councillor Responsibilities – Defibrillator, Ryarsh Resource Room, Ryarsh Village Hall  
David Storey has been checking the defibrillator and reported he has been doing this every Saturday. The Parish Council needs to keep checking and ensure that everything is replaced on time.  
At the moment, two residents are volunteering to look after the Ryarsh Resource Room and we need to make sure it carries on.
- (f) To consider and approve removal of 7.4 Financial Regulations  
The details have been circulated to Councillors, and the Internal Auditor suggested the Parish Council remove this clause as it is not applicable. The Parish Council agreed to the removal of clause 7.4 Financial Regulations.
- (g) To consider, approve and adopt a Grievance Procedure  
A draft Grievance Procedure has been circulated to Councillors for their consideration. Councillors approved its adoption.
- (h) To consider layout of pitches on Recreation Ground  
Comments have been made by residents on Chapel Street that the layout of the football pitches mean that noise is directed at them. A request has been made to change the layout. Cllrs noted that the pitches had been laid out this way for over 30 years. Cllr McKinlay will look at how the pitches could be redesigned and talk to the football team.
- (i) To consider extension to Area of Outstanding Natural Beauty (AONB)  
Cllr Barton will look at the area covered by the AONB.
- (j) To discuss TMBC Refuse Collection and Recycling Services  
TMBC have dealt with the contractor, Urbaser and collections should be returning to normal. The Parish Council would like to see the return of the Saturday Freighter/Bulky Refuse service.
- (k) To receive an update on registration of Village Hall Lease  
The paperwork has now been sent off, ready to go to the Land Registry again.
- (l) Parish Council Projects:
- i. Queens Jubilee Tree  
Cllrs will decide between a permanent Christmas Tree or a Golden Wedding Tree, near the corner of the play area. Locating it where the Christmas Tree is normally placed means it can be decorated every year.
  - ii. The Green Flag Award®  
Cllr Martin did a tremendous job with the Village Clean Up and was thanked. The application was too late for the Green Flat Award but this can be entered next year.
  - iii. Beacons  
A beacon does not need to be on high ground, and there are options for a beacon which can be lit on jubilee day, and perhaps remain in place as a permanent reminder of the event. Cllr McKinlay will explore the purchase of a beacon and its location.
  - iv. Verge at Workhouse Road/The Street junction  
Cllr McKinlay has sown the seeds, and Cllrs wait to see if they grow this year.

- v. To receive report on new Picnic Table in Play Area and to consider new benches for the Play Area and Ryarsh Park

Cllr Barton has installed the picnic bench. Unfortunately, it was vandalised shortly after with someone breaking the chain, which he has now mended and re-attached to the ground. He has oiled the bench and will continue to do so monthly during the winter. Cllrs noted the bench has been well used already.

There is another picnic table on the other side of the play area under the tree which is worn but not well used due its location. Cllr Barton suggested removing this old picnic table and installing a new one on the opposite side of the play area. Cllrs agreed.

Cllr Read asked for the Parish Council to purchase 4 picnic tables for Ryarsh Park, a Notice Board and a GPO phone box. He has approached Trinity for approval for them to be installed but has not heard back from them yet.

There was a discussion. Cllr McKinlay said that the costs for these items, which would be at least £1500, is not in the budget for this year. The Parish Council has to plan its spending and cannot commit to this in this financial year, but will take it into account when planning for next year. The Parish Council must budget and ensure money is kept in reserves for emergencies. Instead of purchasing all the items at once, expenditure is usually spread over a period of time. The first step should be permission to install the items from Trinity.

- vi. To consider replacement Notice Board on Roughetts Road and a new Notice Board in Ryarsh Park

The Notice Board on Roughetts Road is broken and the door has been strapped closed. Cllrs agreed this should be taken down and Cllr Emson will deal with this.

There was a discussion and it was suggested that instead of replacing the Notice Board at this location, a new one could be installed at the entrance to Ryarsh Park. Cllrs did not want to purchase the same Notice Board as the damaged one. Cllr Read will deal with Trinity for permission to install at the entrance.

**7. OPEN FORUM – Public Participation Session**

There were no questions raised.

**8. PARISH COUNCILLOR REPORTS**

To receive updates and reports:

- (a) To consider fire hydrant checks (MB + JS)

These have not been completed yet.

- (b) Great British Spring Clean 06.06.21 (CM)

This was very successful and Cllr Martin was thanked.

- (c) KALC T&M 22.07.22 (MM)

TMBC now have the equipment to measure air pollution.

- (d) JPCTCG 16.09.21 (MM)

Cllr McKinlay is to attend.

- (e) Defibrillator (battery check due 01.07.21)

David Storey has checked the batteries, which are newly installed, and will checking every Saturday when he visits

**9. MONTHLY CHECK LIST**

- (a) General Data Protection Regulations

There is nothing to report.

- (b) To note any problems and receive reports about

i. Highways

It was reported:

- On the island outside Godfreys, the vegetation is blocking the street light again and

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needs cutting back

- At Ryarsh school, from the metal railings near the stream to the school gate, there is vegetation growing onto the footpath pushing children and pedestrians into the road.
- At the entrance to Ryarsh from Birling on the left hand side is a fence and from Lilac Cottage down to the school it is an appalling state. The landowner of the Oast House is responsible for keeping the boundary intact.
- The landowner on one side of Birling Road dug out the stream last year and intends to do so again this year and is being responsible for helping prevent flooding again. However, the work to the mole drains underneath the footpath has not been carried out. The Clerk will bring this to the attention of KCC. Councillors are worried that it may flood again.

Cllr Emson asked for yellow lines from 3 Woodgate Road to the junction, as cars parked there blocked the sight lines. Cllr McKinlay explained this is being considered by TMBC but needs to go through a process which could take a matter of years.

- ii. **Footpaths and Footways**  
There were no issues to report.
  - iii. **Street lights**  
It was reported that just past Godfreys on the traffic island, the lamp has been smashed. The Clerk will report this to the contractor.
  - iv. **Trees**  
There were no issues to report.
- (c) **Play Area and Recreation Ground**  
Cllr Barton asked who was responsible for cutting foliage back in the play area, as it is starting to encroach on some of the equipment. The play area is owned by the Village Hall, but the Parish Council maintains the equipment. The Parish Council will obtain some quotes to have this cut back.
- (d) **Ryarsh Village Hall**  
David Storey reported that the Village Hall are having two CCTV cameras installed.

### 10. FINANCIAL MATTERS

- (a) **To receive bank statements, consider and approve financial statements for signature and note budget monitoring**  
These have been circulated and considered by Cllrs. The statement was approved and will be signed by Cllr McKinlay at the next available opportunity. There were no issues relating to budget monitoring for the year.

- (a) **To consider and approve invoice payments**

Since the last meeting, the following invoice has been approved and paid:

Payee	Description	Total £
Clerk	Defibrillator Pedi-Padz	£165.60

The following invoices were APPROVED and the payments will be authorised by Cllrs Martin and Barton:

Payee	Description	Total £
PSR Lighting	Streetlight Maintenance June 2021	£116.40
Unity Trust	Service Charge	£18.00
Clerk	Reimbursement – Mobile Phone, posting Lease	£72.64
Clerk	July 2021 Salary, expenses, allowance	£834.09
HMRC	July 2021 PAYE and NI	£96.56

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A payment to Eon for Electricity for June 2021 of £127.55 will be paid by Direct Debit.

- (b) To consider donation to Citizens Advice Bureau (suggestion £130)  
Citizens Advice Bureau have helped 13 people from Ryarsh. Councillors approved a donation of £130.
- (c) To receive and consider Annual Internal Audit Report  
Cllrs have seen the Internal Audit Report and noted its contents. There are no outstanding actions to take.
- (d) To note submission of AGAR 2020-2021 to External Auditor and publication of Public Rights notices  
It was noted that the AGAR has been submitted to the External Auditor and the Public Rights Notices have been published.
- (e) To note Change of Signatories – Unity Trust Bank  
It was noted that the new Cllrs, Read and Betts, would be added as signatories and former councillors removed.
- (f) To note renewal of Parish Council insurance  
The renewal of the policy was noted.
- (g) To consider any other financial matters  
Cllrs will consider additional expenditure for Ryarsh Park when calculating the precept for 2022-2023.

### 11. MATTERS FOR NEXT MEETING

There were no matters.

The Meeting concluded at 9.30pm

Date of the next Parish Council Meeting is **Monday 6<sup>th</sup> September 2021** at 8pm

**Signed** .....

**Dated** .....