

draft Minutes of **RYARSH PARISH COUNCIL MEETING**
Held on **Monday 6th September 2021** at **8.00pm**

Councillors Present:

Cllr M McKinlay (Chairman)
Cllr I Emson (Vice Chairman)
Cllr A Betts
Cllr C Martin

Also in attendance:

County Councillor S Hohler (left at 8.15pm)
Borough Councillor P Montague (left at 8.15pm)
4 members of public
L Mackie (Clerk)

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Barton and Sutton and Borough Councillor Kemp.

2. DECLARATIONS OF INTEREST

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

3. MINUTES

The Minutes arising from the Parish Council Meeting on 12th July 2021 were agreed by all Councillors and signed by Cllr McKinlay.

4. EXTERNAL REPORTS

(a) County Councillor Hohler

There is a proposal for a lorry park for HGV's at Wrotham. If it progresses there will be an application to TMBC. The aim is to stop HGV's parking in layby's overnight.

(b) Borough Councillor Montague

Urbaser are finally up to date with recycling, black bins and food waste which is good news. However, that is at the expense of the garden waste service which has been suspended. TMBC are meeting again with Tunbridge Wells BC, as this is a partnership contract, and Urbaser. TMBC ask at every meeting for the garden waste to be reinstated without affecting the black bin collections and recycling, but each time are told it is not possible. If all services cannot be fulfilled it makes sense for the garden waste collection to be at the bottom of the list as it is a paid for service.

There is a discussion within TMBC about whether to refund for the missed months or to extend the subscription. The amount of administration may outweigh the amount refunded, which is about £1.50 per missed green bin and the favoured position is to extend the subscription contract period, perhaps more generously as during the summer everyone wants the garden waste collected.

TMBC do want to reinstate the garden waste service but we cannot get back to the situation where there was waste and cardboard on the streets. There are conversations taking place with Urbaser, and contractual obligations which affect what TMBC can do. TMBC are in partnership with Tunbridge Wells, who are having a different experience with the contractor than Tunbridge & Malling residents are.

Supermarkets are offering welcome bonuses to new drivers, with better hours, and without having to stop to collect bins so it is difficult to attract drivers to refuse collection. There was a shortage of drivers before covid. During covid, all HGV driver testing and examining stopped, so people retired from the industry without anyone new starting in at the bottom. Testing and examining should resume in November when freight doubles for Christmas. There will be real

issues with all manner of freight which will not only affect refuse collection and it is going to be difficult.

The Saturday Freighter service was raised. Cllr Montague explained that this service requires a large number of drivers. It is frustrating that this goes to landfill and none of it is recycled, which does not fit in with TMBC's green strategy. Many people have to drive to the Freighter as it is not outside their house, and if you can drive to the service you could drive further to the tip, although not everyone can do that. The service will not be resumed until garden waste can be collected again. There is a Council pick up service, about £60, which is too expensive for most items. TMBC are exploring a booking service, so you can arrange for items to be collected on a Saturday, which would be cost effective and need less drivers. The Council are looking at a more sensible service than the Saturday Freighter. It was a great service, but was not efficient and is not offered by any other council in Kent. There will be a return of the service at some point but it will be in a better format.

The Local Plan has effectively gone back to the drawing board. There will be the need for an additional 3000 houses in the Borough imposed by Government, which is what TMBC didn't want. They are looking at more brownfield sites especially in Tonbridge. The Borough Green proposals are still in the plan and there will be a smaller call for sites to reach the government figure.

A resident asked about taking garden waste to the Household Waste Recycling Centres. If a resident's only have use of a commercial vehicle then they are charged. Cllr Montague will look into this. Given the current situation he would hope there can be an allowance for residents in this situation.

The HWRC are run by KCC and there is a consultation about the booking system until 30 September, although Cllr McKinlay pointed out there was no place to say you did not think the booking system was a good idea on the consultation.

Cllr Hohler explained that the new tip at Allington will be opened in June/July.

(c) Police

We have had a report from Rural Police which we can put into the Parish Council's newsletter. It is worth reading and there has been a tremendous amount of work around fly tipping. The Parish Council is building a good relationship with the Police and Inspector Lizzie Jones, and there have been more patrols in the village. Residents agreed there have been more police in the village.

5. PLANNING

(a) Plans Received for Comment

There were no plans received.

(b) Approvals

There were no approvals to report.

(c) Refusals

There were no refusals to report.

(d) Any other Planning Matters

- i. **TM/21/01408/FL - April Cottage, Park Farm Road** – this was reported on at the last meeting. It was reported that this has now been granted permission.
- ii. **TM/21/02005/FL - Rosehaven, Roughetts Road** - Removal of existing conservatory and construction of single storey rear extension. The Parish Council had no objections.
- iii. **TMBC Local Plan Inspectors Final Report** – This was reported on by Cllr Montague.

Cllr McKinlay spoke about problems outside Forstal House on Roughetts Road, with a number of contractors vans parked along the road and on the pavement making it difficult to use the pavement. Cllr McKinlay has phoned and explained they were obstructing the only pavement on the road and it is dangerous. She is hopeful there will be some change in their behaviour. Cllr McKinlay will continue to liaise with them about this.

6. MATTERS ARISING

(a) To receive report on Clerk's actions following the last meeting

The Clerk reported that since the last meeting:

- The vegetation growing around the Streetlight outside Godfreys has been reported to Kent Highways. It is not the responsibility of Highways to cut this back but they can write to the landowner
- The damaged fence on Birling Road has been passed to TMBC who will carry out an assessment to see if there should be any enforcement action
- The Primary School have said they will cut back the vegetation from their grounds
- The blocked drains under Birling Road have been reported to Highways
- The smashed lamp outside Godfreys was reported to the Parish Council's street light contractor. Cllr Emson said the smashed lamp was outside Lilac Cottage, not Godfreys. The Clerk will report this.
- Adult Pads for the defibrillator are being ordered.
- The forms have been submitted to add Peter Read and Cllr Betts as signatories, and then to remove Peter as a signatory from the Parish Council Bank Account
- The Parish Council paid the solicitors fees to register the Lease with the Land Registry. Councillors did not want to pass this charge on to the Village Hall Committee and agreed to pay it on their behalf.

(b) Parish Councillor Vacancy

Peter Read joined the Parish Council for one meeting and has now resigned. Details of his resignation were circulated to Councillors. TMBC have been notified and the vacancy advertised. It is hoped that someone can be co-opted at the next meeting.

(c) To consider Parish Councillor Responsibilities – Defibrillator, Ryarsh Resource Room, Ryarsh Village Hall

Cllr McKinlay noted that David Storey looks after the Defibrillator and continues to do this, that Councillors need to look after and tidy up the Resource Room and that we need a permanent contact with the Village Hall Committee. We will ask to be invited to their next meeting.

(d) To consider progress of Highways Improvement Plan (HIP)

The Parish Council walked through village before lockdowns with Highways to see what we could do and this led to changes at the Roughetts junction. The Parish Council put together a list of suggestions but there has been no further consideration since that was done. We are to review our list with the new person responsible for this at Highways. It doesn't mean that there will be money made available for those things on the list. Highways want to know what the Parish Council thinks and what the people in the village would like to have.

There was a discussion about matters on the list:

- Request for yellow lines from Woodgate Road Junction with The Street.
- New request by a member of public – action to be taken about the speed of traffic on Woodgate Road, particularly on the corner by Byeways and the flat road towards the corner. There have almost been accidents where residents have been knocked over. Further signage may help or there may be other suggestions – a chicane, speed bumps etc. This will be added to the HIP. Cllr McKinlay explained that she visited the area with County Councillor Sarah Hohler and reminder signs were put up on the approach to The Paddocks to help with this problem. Speed bumps are not popular as they cause noise for neighbouring properties, but the concerns can be put into the HIP.
- A resident noted that the new junction layout at Roughetts Road seems to have stopped larger lorries travelling up Workhouse Road.
- Install a VAS/SID near Primary School. Cllr Hohler has indicated she will consider helping fund a sign
- Remove first traffic calming build out adjacent to Place Farm Cottages on Birling Road
- Better signage at the bottom of Old School Lane
- Traffic Calming Buildouts on Birling Road need signage

Minutes of Ryarsh Parish Council Meeting

- Chapel Street Parking is causing difficulties. The HIP could include some sort of plan to help residents of Chapel Street find somewhere to park and keep the road and pavements clear.

Cllr McKinlay asked for any ideas to be put forward so that we can discuss them with Kent Highways.

(e) To receive updates - M20 Motorway Noise

There was a very good meeting with Tom Tugendhat MP and Highways England. He has taken the issues very seriously and written to Grant Schapps about the criteria used by HE to reject putting noise reduction measures in place as not being "value for money". This affects not just Ryarsh, but from Addington through Ryarsh to Birling. Everyone has a problem with the noise.

(f) To consider request for double yellow lines on Woodgate Road and approve action

This is on the HIP.

(g) To consider parking problems – Chapel Street

This is on the HIP.

(h) Ryarsh Park:

i. Request for permission to install benches

Permission is needed from the landowner and this has been requested.

ii. Request for permission to install Notice Board

The Parish Council has taken down the broken notice board on Roughetts Road. We are making contact with the Landowner and hope to meet Trinity about where we can install this.

Peter Read also wanted a phone box installed, but the cost to buy one and put it there is around £1,500. The Parish Council took over the phone box in the Village which was already in place for £1, but the cost to buy and install a new one is quite different.

iii. Request for information from KFRS about fire hydrants

We have asked where the fire hydrants are in the development.

(i) To receive an update about Fire Hydrant Inspections

Cllrs Barton and Sutton were carrying out the inspections.

(j) To receive an update on registration of Village Hall Lease

This is now with the Land registry.

(k) KCC Budget Consultation 19.09.21

Consultation details are online.

(l) KCC Household Waste Recycling Centres Booking System Consultation 30.09.21

Consultation details are online.

(m) Parish Council Projects:

i. Queens Jubilee Tree

A location to plant this has not been found.

ii. Beacons

Again, a suitable location has not been found.

iii. Verge

Seeds were planted but nothing has happened. More will be planted again next year.

iv. To consider new bench for Play Area

This will be ordered to be installed by Cllr Barton.

7. OPEN FORUM – Public Participation Session

Concerns were raised about the speed of vehicles travelling on Roughetts Road. Cllr McKinlay will raise this with the police.

8. PARISH COUNCILLOR REPORTS

To receive updates and reports:

- i. To consider fire hydrant checks (MB + JS)
These will be reported on by Cllrs Barton and Sutton.
- ii. KALC T&M 22.07.22 (MM)
Cllr McKinlay attended. The principal discussion was about the changes in boundaries.
- iii. TMBC Parish Partnership Panel 02.09.21 (MM)
Matt Boughton is the new leader at TMBC and he is looking for changes to the PPP. At the moment it is run by TMBC staff.
- iv. KCC Road Safety Strategy Launch 15.09.21 (MM)
Cllr McKinlay is attending and other Cllrs are welcome to attend.
- v. JPCTCG 16.09.21 (MM)
Cllr McKinlay is attending.
- vi. Defibrillator (battery check due 01.07.21)
Checks have been completed by David Storey.
- vii. Annual Remembrance Service St Martin's Church 14.11.21
Cllr McKinlay is attending and all Cllrs are invited. Cllrs agreed to providing a wreath to be laid on behalf of the Parish Council.

9. MONTHLY CHECK LIST

(a) General Data Protection Regulations

(a) General Data Protection Regulations

- i. To receive an update on Part 3 of the ICO Toolkit: Data Sharing

Following a meeting with Offham Parish Council, details were circulated to Councillors.

- ii. To note DPO July Newsletter
Noted.

(b) To note any problems and receive reports about

i. Highways

There were no issues to report.

ii. Footpaths and Footways

There were no issues to report.

iii. Street lights

There were no issues to report.

iv. Trees

Cllr Emson reported that the lower branches of trees around the Recreation Ground perimeter need cutting and tidying up. It was noted these are Village Hall Trees.

(c) Play Area and Recreation Ground

- i. Four quotes have been received for cutting back vegetation around the play area. Cllr Emson reported that his cousin has put in a quote, and although he is not involved in the business, he will not take part in the discussion or decision about appointing a contractor.

Minutes of Ryarsh Parish Council Meeting

Two quotes were very close in price. One quote is slightly cheaper, but the other similar quote is from a contractor used by villagers before who has also done work for the village free of charge. It was agreed that Cllr McKinlay would speak to the contractor who is well known and has done a good job in the past, but whose quote is only marginally more, and try and negotiate a cheaper price. Cllrs agreed that Cllr McKinlay could make the decision about who to appoint.

A resident asked if the volunteer events to maintain the car park garden could be organised more regularly than every 2 or 3 years, as it will be easier on a more regular basis. This will be passed on to the Village Hall Committee.

Cllr McKinlay reported that the Parish Council makes a donation to the Church towards churchyard gardening, but it has been very overgrown. It was reported that it has since been tidied up, but problems were caused by the weather.

- ii. To note safety inspection due October
Noted.
 - iii. To receive inspection reports
Cllr Barton carries out regular inspections.
- (d) Ryarsh Village Hall - Defibrillator Training Session Sunday 19th September 2021
This was noted.

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 signed by Cllr McKinlay. There were no issues relating to budget monitoring.

- (b) To consider and approve invoice payments

The following invoices were APPROVED and the payments will be authorised:

Payee	Description	Total £
PSR Lighting	Streetlight Maintenance August 2021	£116.40
PKF Littlejohn LLP	External Audit Fee 202-2021	£240.00
Clerk	September 2021 Salary, expenses, allowance	£830.84
HMRC	September 2021 PAYE and NI	£96.56

A payment to Eon for Electricity for August 2021 of £131.81 will be paid by Direct Debit.

- (c) To consider External Auditors Report and Notice of Conclusion of Audit for the year ended 31 March 2021

This has been circulated to Councillors and considered. There are no issues to be brought to the Parish Council's attention.

- (d) To consider any other financial matters

There were no other matters.

11. MATTERS FOR NEXT MEETING

There were no matters.

The Meeting concluded at 9pm

Date of the next Parish Council Meeting is **Monday 11th October 2021** at 8pm

Signed

Dated