

Minutes of Ryarsh Parish Council Meeting held in the Davison Room, Ryarsh Village Hall on
Monday 10th October 2022 at 8.00pm

Councillors Present:

Cllr M McKinlay (Chairman)
Cllr M Barton
Cllr J Sutton

Also in attendance:

County Councillor Hohler (8-8.20pm)
L Mackie (Clerk)
6 members of public (1 member of public arrived 8.20pm, 3 members of public left 8.40pm)

1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies were received and accepted from Cllrs Betts (business), Emson (illness), Martin (illness), Payne (family commitments) and Borough Councillors A Kemp and P Montague.

2. MINUTES

- (a) To receive and approve the Minutes of the meeting held on **11th July 2022** for signature
It was **RESOLVED** that the Minutes of 11th July 2022 be approved and signed as an accurate record by Cllr McKinlay.

3. EXTERNAL REPORTS

(a) County Councillor Hohler

- During lockdown, KCC talked to Borough Councils, District Councils and Medway and made a lot of contacts. We are facing another period where people may need help and KCC can signpost them. The Clerk can circulate details.
- It is not an easy time for anyone, and KCC has huge budget problems. They do not want to cut non-statutory spending, such as Community Wardens, which are a huge help to people.
- She reported to the Regulation Committee about 2 years ago further to Addington Residents' concerns about Ferns operating hours – 5am, 11pm, bank holidays, weekends. There is a new Enforcement Officer who has asked for an urgent meeting. Any complaints or problems about the quarry should be passed to Cllr Hohler to raise at the meeting. It was reported by a resident that the helicopter flies low, less than 300m, every few weeks. They have permission to do this 12 times a year, but it flew low on both Saturday and Sunday last weekend.
- There is a new Director of Highways and Transportation, Haroona Chughtai. She has a lot of experience and worked for Highways England.
- During the summer holidays KCC ran a reading challenge for children and over 18000 children applied with nearly 8000 finishing the challenge.
- 4 of Kents 12 Country Parks have won gold awards for Country Parks, with another 3 highly recommended.
- Cllr Hohler has been appointed Rural Champion for Kent Rural Group, and Matthew Balfour is Chair.
- She has given a talk at Alcoholics Anonymous in Maidstone tonight. There are 308,000 people with alcohol dependency in Kent. It does not just affect one person, it affects the whole family.

(b) Borough Councillors Kemp and Montague
There was no report.

(c) Police

There was no report, other than confirming there have been no crimes reported. There is a meeting Thursday between KALC and the Police and Crime Commissioner.

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4. PLANNING

(a) Plans Received for Comment

There were no plans received.

(b) Approvals

- i. **TM/22/01633/FL - Land Rear Of Berkeley, Roughetts Road** - Construction of a sandschool and all associated engineering operations
- ii. **TM/22/01160/FL - Judes Cottage, Old School Lane** - Demolition of an existing prefab concrete garage and replacement with new wooden garage

(c) Refusals

There were no refusals to report.

(d) Any other Planning Matters

i. TMBC Local Plan Regulation 18 Consultation

The last draft local plan was rejected by the Inspector, largely due to lack of communication. There is now a new Regulation 18 consultation for another draft plan. There are two sites in Ryarsh – 59744 and 59777. We need to consider how they fit in with the objectives of the Local Plan. The Parish Council heard representations from residents.

After a discussion the Parish Council decided to object to the two sites for the following reasons:

Site 59744 – Chapel Street

- It is uncertain where you could put houses on that land
- Access would be a problem
- Any development on that land is inappropriate due to the width of Chapel Street and current problems with parking and traffic

Site 59777 (duplicated as site 59734) – between Birling Road and Old School Lane

- The site is behind the school
- Access from Birling Road is next to the school along a very narrow lane which leads to old farm buildings
- The narrow lane is not suitable for the traffic to build the houses or for the 15 houses on the development when built
- There is already a house on the narrow lane and it is not suitable for an access road to be there
- The narrow entrance is next to the school where school children will be dropped and collected, and to put an entrance for more houses would be an accident waiting to happen
- The farm buildings contain a fair amount of asbestos. Even with careful removal, particles can remain in the air for a long time, and it is next to a school. Any asbestos fragments will blow straight at the school with the prevailing wind. This was one of the issues with the proposed quarry blowing sand into the school. This cannot meet Objective One about improving human health and wellbeing.
- Building houses next to the school will take maybe 2 or 3 years with transport, noise etc which will disrupt the education of the children and not meet Objective 3 - to improve levels of educational attainment
- The entrance/exit at Old School Lane is on a bend, with a narrow entrance which goes to a public footpath
- Ryarsh is a small village and has taken on board over 90 houses in Ryarsh Park recently, as well as 3 or 4 other houses in the Village. That is enough development.

The Parish Council will notify the Primary School about Site 59777. The Parish Council will circulate a copy of its response to residents, who should direct any objections to TMBC – localplan@tmbc.gov.uk.

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- ii. **TM/22/01891/FL- 2 Ryarsh Place Cottages, Birling Road** - Single storey front extension, new front porch and two storey side and rear extension (no objections)
- iii. **TM/22/01246/FL- Callis Court Farm, London Road** - Change of use of Callis Court Barn from equestrian to residential (Class C3) through the conversion of the existing building. Change of use of the land to domestic garden (withdrawn)

5. MATTERS ARISING

(a) Clerks Actions Since Last Meeting

- The newsletter was prepared and circulated.
- Received confirmation from the contractor that the streetlight on The Street is now working
- Written to the owner of the property on The Street about the gravel spilling onto the highway
- Correspondence with TMBC (funds relating Youth and Community services from the Ryarsh Brickworks site from planning application 03/03377/OA)
- Cllr McKinlay reported that the Parish Council's new notice board has now been installed at Ryarsh Park by Trinity.

(b) To receive Highways Improvement Plan Update, and request for traffic calming measures on Roughetts Road

Cllr McKinlay and the Clerk are attending a Virtual Highways Seminar tomorrow and the HIP will be considered. Having consulted with residents and created a plan, Highways are now restructuring and changing how plans are recorded.

Residents at the meeting reported that:

- Coming out of the Village towards the A20, traffic accelerates and then over the motorway bridge they may be up to 60-80mph
- The 40mph sign are well hidden
- Walkers on the pavement along Roughetts find the speed of traffic frightening, particularly when it is dark
- The problem is not consistent through the day. The worst time is 8.40am during the school run, and it was reported that vehicles often cut the corner when joining Roughetts Road from the A20.
- Neighbours and residents at the meeting reported near miss incident, also involving children
- The noise of vehicles on the motorway makes it hard to hear vehicles on Roughetts Road when crossing
- It is really dangerous as there is no consistent footpath all the way along
- There was an accident here last year

Cllr McKinlay confirmed that the Parish Council will add this to the Highways Improvement Plan for KCC to consider and decide what action can be taken. We need objective evidence of speed and amount of evidence

It was reported that the vegetation build up from Ryarsh Park needs cutting back. Cllr McKinlay has already raised this with Trinity and the Clerk will contact them again.

Residents reported that the verges on Roughetts Road have not been cleared for years, and they clean an area outside their property. The Clerk will raise this with highways. Residents can also report issues such as these on the Kent Highways portal.

(c) To consider Holmes Foundation

There has been an approach from Birling Parish Council about the Holmes foundation which provides grants for people needing education etc. We are waiting for more information.

(d) To consider and adopt new Code of Conduct (NALC model or TMBC)

Cllr McKinlay will report back with recommendations at the next meeting.

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- (e) To consider Emergency Plan
Cllr McKinlay will produce a plan for Cllrs to consider.
- (f) To note that TMBC Saturday Freighter Service will not be resuming
This was noted.
- (g) To consider Fire Hydrant Inspections
Cllrs Barton and Sutton will inspect the hydrants.
- (h) Parish Council Projects – Notice Board for Ryarsh Park
Cllrs thanked Trinity for installing the Notice Board for the Parish Council. The Clerk will ask for the keys.

6. OPEN FORUM – Public Participation Session

There were no questions.

7. PARISH COUNCILLOR REPORTS

- (a) KALC Introduction to Planning – 29.09.22 (CM)
There was no report.
- (b) Kent Highways Seminar – 11th October 2022
Cllr McKinlay and the Clerk are attending.
- (c) Remembrance Service November 2022
Cllrs approved the purchase of a poppy wreath and agreed that MM should lay the wreath.

8. MONTHLY CHECK LIST

- (a) To receive reports about
 - i. Highways, Footpaths and Footways
There were no reports.
 - ii. Street lights
There were no issues to report.
 - iii. Parish property: Defibrillator, Ryarsh Resource Room
There were no issues to report. It was agreed that the Resource Room needs emptying and rethinking. The school could be asked if students are interested in it as a new project.
 - iv. GDPR
The DPO Service with Satswana has been renewed.
This will be removed from the agenda unless there is something to report.
- (b) Play Area and Recreation Ground
Cllr Barton is completing regular inspections. The climbing rope is showing some signs of wear and may be highlighted by the Inspector for replacing after the next Annual Inspection which is due in November.

9. FINANCIAL MATTERS

- (a) To receive the Annual Governance and Accountability Return for 2021-2022 audited by PKF Littlejohn and to note the "Except For" item
The External Auditor's Report and Certificate for 2021/2022 has been circulated to Councillors and published on the Parish Council's website. The Notice of Conclusion of Audit has been posted onto Notice Boards and onto the Website.

There is one "Except for" item in the report – the AGAR has not been signed in accordance with the Accounts and Audit Regulations 2015: Section 1 was not signed by the Clerk. The Clerk reported that she will make sure Section 1 is signed by the Clerk next year.

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(b) To consider and approve invoice payments

The following accounts for payment were approved. The payments will be authorised by Cllrs Barton and McKinlay.

Payee	Description	Total
Payments Approved Since Last Meeting		
PSR Lighting	Streetlight Maintenance July 2022	£116.40
Commercial Services Trading Ltd	Quarterly Grounds Maintenance April-June 22	£1308.71
Clerk	Salary August 2022	£840.14
HMRC	PAYE & NI August 22	£93.24
Clerk	Expenses July 22	£19.10
N Power	Electricity Supply 01.07.22-31.07.22	£108.66
PSR Lighting	Streetlight Maintenance August 2022	£116.40
PKF Littlejohn	AGAR 2021-2022	£240.00
Satswana	DPO For One Year	£90.00
Clerk	Salary September 2022	£840.14
HMRC	PAYE and NI September 2022	£93.24
Clerk	Expenses August 22	£4.55
KALC	Planning Webinar 29.09.22	£60.00
N Power	Electricity Supply 01.08.22-31.08.22	£109.21
Unity Trust	Quarterly Service Charge	£18.00
Payment Approved at October Meeting		
PSR Lighting	Streetlight Maintenance September 2022	£116.40
Netwise	Website Hosting Package 26.10.22-25.10.23	£330.00
Clerk	Salary October 2022	£840.14
HMRC	PAYE and NI October 2022	£93.24
Clerk	Expenses September 2022	£9.10
Vision ICT	Hosted Email Accounts Nov 22- Oct 23	£172.80

Payment to N Power for Electricity for September 2022 of £112.75 will be paid by Direct Debit.

(c) To receive bank statements, consider and approve financial statements for signature and to monitor budget

These have been circulated and considered by Cllrs. The statement was approved and was signed by Cllr McKinlay. Budget issues to report: the insurance payment exceeded the amount in the budget and this will be adjusted for the next financial year. Parish Property has exceeded the budget due to the purchase of the Notice Board. Overall, expenditure is below budget for the year.

(d) To consider donation to Citizens Advice Bureau

Cllrs agreed to donate £75 as a large number of people in Ryarsh have been supported by the project.

(e) To note CPRE Membership Continuing

Councillors approved the membership being renewed, which was carried out by Direct Debit.

(f) To receive update about VAT Reclaim

The VAT reclaim of £1089.56 was repaid by HMRC in August.

(g) To receive update about Pension Scheme for Employee

The Clerk, as Responsible Financial Officer, has completed the Declaration of Compliance with the Pensions Regulator, confirming that as an employee she has opted out of the NEST scheme

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- (h) To consider any other financial matters
The were no other matters.

10. MATTERS FOR NEXT MEETING

It was reported that the vegetation on the banks of the motorway were replaced with smaller vegetation instead of mature plants and noise levels are significantly higher. The Clerk will raise this with Highways England.

The Meeting concluded at 9.12pm

Date of the next Parish Council Meeting is **Monday 14th November 2022** at 8pm

Signed 

Dated 14.11.22