



**DRAFT** Minutes of **Ryarth Parish Council** Meeting held in Ryarth Church Hall on **Monday 8<sup>th</sup> April 2024** at 7.30pm

**Councillors Present:**

Cllr M McKinlay (Chairman)  
Cllr J Sutton (Vice Chairman)  
Cllr A Betts  
Cllr C Bowyer  
Cllr E Dennis  
Cllr C Martin  
Cllr S Payne (From 7.45pm)

**Also in attendance:**

Borough Councillor Banks (7.30- 7.40pm), 1 member of public, L Mackie (Clerk)

**1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies were received and accepted from County Councillor Hohler. Cllr Payne has sent apologies as she will be late for the meeting.  
There were no declarations of interest.

**2. MINUTES**

To receive and approve the Minutes of the meeting held on **11<sup>th</sup> March 2024** for signature  
It was **RESOLVED** that the Minutes of the Meeting held on 11<sup>th</sup> March 2024 be approved and signed as an accurate record by Cllr McKinlay.

**3. EXTERNAL REPORTS:**

(a) County Councillor Hohler  
There was no report.

(b) Borough Councillor Banks

- Cllr Banks attended the Cabinet meeting and spoke about proposed parking charges. He was able to raise 10 issues, but there was nothing that could be done to stop parking charges from being brought in. TMBC say they will have to cut a service if they do not charge for parking. In the end, it was agreed that West Malling will retain its one hour free on street parking. That was made as a concession. He hopes that free parking in Martin Square will be increased from half an hour to one hour. Parking charges in the Aylesford car park were approved.  
Survey responses showed that 90% of those responding were against parking charges and results of a Statutory Survey should be listened to more closely.  
Cllr Banks noted that TMBC is one of only 3 Councils in the Kent that are not in debt. This is good news, but does mean that when money is distributed by Government, TMBC may not be given anything. TMBC Officers should be prudent on finances, but there is a balance.
- Cllr Mike Taylor gave the Cabinet an update on Regulation 18b Local Plan. TMBC are having real problems getting enough time to get the work done. The Regulation 18b consultation was due to be published in the Spring, but it could be pushed back to Summer or Autumn. Cllr Banks is keen that the proposals are published sooner and Cllr McKinlay agreed.

## Minutes of Ryarsh Parish Council Meeting

- He has spoken to the Planning Officer dealing with the planning for Ryarsh Place Farm. She has not written the report yet but is minded to reject the plan.
- It has been a fabulous Spring for planting trees. They have planted just under 200 in Leybourne and Leybourne Chase.

### (c) Police

It was noted the layby where the food truck had parked has been closed off by bollards.

Cllr McKinlay attended an event with the police and other organisations learning about antisocial behaviour. There are interesting proposals showing what is being done at a high level to deal with this and there is a major effort.

Last week, a Sergeant from Rural Police attended and gave a talk in the Church Hall. Rural Police deal with an enormous amount, including fly tipping. They produce regular reports telling us with they are doing.

## 4. PLANNING

### (a) Plans Received for Comment

**24/00415/PA – 68 Hawley Drive** - Works to various trees subject to Tree Preservation Orders within Leybourne Chase as detailed in tree survey received 15.3.2024

There were **NO OBJECTIONS**.

### (b) Approvals

i. **23/03522 - Ryefields, Chapel Street** - Enlargement of existing ground floor side extension to enable provision of pitched roofs over that existing single storey addition and a double storey flat roofed extension together with associated changes to fenestration to West (Rear) & South (Flank) elevations

ii. **23/03355 - Owenden, London Road** - Lawful Development Certificate Proposed: Loft conversion with hip to a gable roof alteration, addition of roof-lights to front and rear roof slopes, alteration to roof of existing ground floor rear extension and associated internal alterations.

### (c) Refusals

There were no refusals to report.

### (d) Any other Planning Matters

i. **24/00404/PA - The Barn, Chapel Street** - Tree Notification Conservation Area - 2x Ash trees (Applicants ref T1) previously reduced - reduce back to previous reduction points, reducing back by 1.5 metres. This is part of the trees maintenance.

ii. **TM/23/01606/FL - Land West Of Callis Court Farm, London Road** - Change of use of agricultural land to equestrian use (ancillary to residential dwelling) with erection of stables and fencing. **APPLICATION WITHDRAWN**

iii. Consultation on revised validation and guidance requirements for planning applications determined by KCC. This consultation arrived after the Agenda was published and details have been circulated to Councillors.

iv. A response from Matt Boughton, Leader of TMBC, about planning delays has been circulated to Cllrs.

## 5. MATTERS ARISING

### (a) To receive update about Highways Improvement Plan and approve KCC Proposals

The Parish Council wrote to Kent Highways to say they could not afford to contribute towards the items on the HIP. Highways have indicated they may be able to contribute to one priority this year. Details have been circulated to Cllrs to consider which priority.

### (b) To note KCC grant for number 58 Bus Service

Cllrs had approved a contribution towards the bus service, but KCC have approved a grant for the number 58 bus service for the next year. This was welcomed by Councillors, although the service is only once a week.

(c) Parish Council Projects – Picnic Bench (Ryarsh Park), Notice Board

Cllr Hohler has kindly agreed a contribution towards a new Notice Board from her Members fund. The Notice Board has been ordered from the same supplier as previously used for the Ryarsh Park Notice Board, but it will be slightly bigger. One side will be unlocked for residents to use.

Trinity have agreed to install the Picnic Bench by the play area in Ryarsh Park. The Clerk will order the same bench as previously purchased for the Recreation Ground.

(d) To receive update: note change of Parish Council address on Land Registry Documents  
Details of the new PO Box address have been submitted to the Land Registry.

**6. OPEN SESSION – Public Question Time**

There were no questions.

**7. PARISH COUNCILLOR REPORTS – to receive updates and reports**

It was noted there have been incidents of attempted break ins. Councillors asked the Clerk to contact the police to arrange another Crime Prevention Event.

It was noted the use of CCTV and Ring Doorbell footage assists the police. Residents should be asked to look at footage if an event has happened nearby to see if it is of any use to the police.

Cllr McKinlay noted that Headcorn Parish Council have employed a Community Warden.

**8. MONTHLY CHECK LIST**

**To receive reports about:**

(a) Play Area and Recreation Ground

Cllr Betts is completing his regular checks and there are no issues to report.

(b) Highways, Footpaths and Footways

It was reported that the footpath behind Ryarsh Oast House has been widened, possibly by a large tractor, and manure and rubbish has been dumped at the sides. This can be reported to KCC Public Rights of Way Office.

(c) Street lights

It was noted that the new light on Birling Road is working well. If there is the budget it would be good to replace all 3 lights at some point.

(d) Parish property: Defibrillator, Ryarsh Resource Room

It is understood that the defibrillator is checked regularly by a resident with training, but details of those checks are not sent to the Parish Council. There was a discussion about responsibility for the defibrillator.

**FINANCIAL MATTERS**

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

These have been circulated and considered by Councillors. The statement was approved and was signed by Cllr McKinlay. The Clerk has provided a financial report to Cllrs and there are no new issues to be raised.

(b) To consider and approve invoice payments

The following accounts for payment were approved. The payments will be authorised by Cllrs Betts and Bowyer.

There was a discussion about signatories. Cllrs Payne and Dennis are not authorised signatories on the account.

## Minutes of Ryarsh Parish Council Meeting

Payee	Description	Total
	<b>Payments approved after the last meeting</b>	
Heart of Kent Hospice	Donation 2023-2024	£100.00
Citizens Advice Bureau	Donation 2023-2024	£100.00
Air Ambulance	Donation 2023-2024	£100.00
Unity Trust	Quarterly Service Charge	£18.00
	<b>Payments approved at the Meeting</b>	
PSR Lighting	Streetlight Maintenance March 2024	£116.40
PSR Lighting	Replacement Lantern Birling Road	£540.00
Ryarsh PCC	Hire of Hall Jan-April	£86.40
Netwise	Upgrade Website Package	£39.85
Clerk	Salary April 2024	£957.34
HMRC	April 2024 PAYE and NI	£120.11
Clerk	Travel Expenses/Reimbursements (RBLI Silhouettes)	£377.64

Payment to N Power for Electricity for March 2024 of £463.29 will be paid by Direct Debit. SSE should have taken over the contract for supply of electricity from 1<sup>st</sup> February. The Clerk is liaising with Utility Aid about this.

- (c) End of Year Audit Update (AGAR) 2023-2024  
The Clerk has circulated details of the AGAR 2023-2024. The Internal Audit is booked for 20<sup>th</sup> May.
- (d) To consider any other financial matters  
Cllrs have signed the Unity Trust Form to change the Parish Council address.

### 9. MATTERS FOR NEXT MEETING

No matters were raised.

The Meeting concluded at 8.20pm

Dates of the next meeting at Ryarsh Church Hall:

Annual Parish Meeting - Monday 13<sup>th</sup> May 2024 at 7.30pm, and presentation of Awards

Annual Parish Council Meeting - Monday 13<sup>th</sup> May 2024, following the APM

Monthly Parish Council Meeting - Monday 11<sup>th</sup> March 2024 – following APCM

**Signed** .....

**Dated** .....