



**Minutes of Ryarsh Parish Council Meeting held in Ryarsh Church Hall
on Monday 2nd June 2025 at 7.30pm**

Councillors Present:

Cllr A Betts (Chair)
Cllr J Sutton (Vice Chair)
Cllr C Bowyer
Cllr E Dennis
Cllr C Martin
Cllr M McKinlay
Cllr S Payne

Also in attendance:

Borough Councillor Banks (left at 8.05pm), 2 residents, L Mackie (Clerk)

1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

There were no apologies for absence. There were no declarations of interest.

2. MINUTES: To receive and approve:

- i. the Minutes of the Annual Parish Meeting held on **12th May 2025** for signature
It was **RESOLVED** that the Minutes of the Annual Parish Meeting held on 12th May be approved and signed as an accurate record by Cllr Betts
- ii. The Minutes of the Annual Parish Council Meeting held on **12th May 2025** for signature
It was **RESOLVED** that the Minutes of the Annual Parish Council Meeting held on 12th May be approved and signed as an accurate record by Cllr Betts
- iii. The Minutes of the monthly Parish Meeting held on **12th May 2025** for signature
It was **RESOLVED** that the Minutes of the Meeting held on 12th May be approved and signed as an accurate record by Cllr Betts

3. EXTERNAL REPORTS:

(a) County Councillor Sian

There was no report.

(b) Borough Councillor Banks

Cllr Banks congratulated Cllr Betts on his appointment as Parish Council Chair, and Cllr McKinlay for her appointment as Vice-Chair of the Parish Partnership Panel.

The recent Area 2 Planning meeting ended quickly. There was a discussion about a planning application in Birling Road relating to a traveller site. Planning Officers decided that this could be considered as Grey Belt land, which has a different set of planning rules. There was a debate as Councillors could not see that a temporary planning application, where the site had to be returned to its original paddock state by 2027, could be considered as previously developed land. The meeting was ended quickly by invoking part of the constitution, so that the matter would be debated by full Council. It is very difficult for Planning Officers, who are the professionals, to have Councillors, who are lay people, disagreeing with them.

At the Parish Partnership Panel there was a housing presentation. TMBC try hard with a limited budget to get people housed. Officers mentioned a good relationship with Clarion which raised differing opinions. Cllr Banks has cases with Clarion that have taken a long time because they are so hard to get hold of. It is time consuming and frustrating, particularly for residents.

The Government has launched a Strategic Defence Review. Parish Councils should be part of the Kent Resilience Forum and have emergency plans, to deal with situations such as failure of utilities.

- (c) Police
There was no report.

4. PLANNING

- (a) Applications
- i. **25/00805/PA - Land East Of Callis Court Bungalow, London Road** - Part 3 Class R under 150 (Prior Notification) - Prior Notification: Change of use of an agricultural use to a flexible use Schedule 2 (Class R. Part 3 (a) under 150 square metres) for a use as commercial building
The Parish Council had no comments to make. The Parish Council is not consulted as part of a Prior Notification.
- (b) Approvals
- i. **25/00555/PA - Elm View, Old School Lane** - Tree Notification Conservation Area - Sole tree in front garden, non-native Atlas Cedar. Removal to ground level due to blocking afternoon light and interference with pole mounted utilities
- (c) Refusals
There were no refusals to report.
- (d) Any other Planning Matters
There were no other planning matters.

5. MATTERS ARISING

- (a) Workhouse Road Closure 9th – 11th June 2025
This was noted.
- (b) GDPR – to receive updates and Consider Use of Personal Devices by Parish Councillors
Councillors completed the Use of Personal Devices Forms.
- (c) To receive update on Highways Improvement Plan
There is no update.
- (d) Village Hall Update
Cllr Betts and the Clerk met with the Village Hall Committee, to say that the Parish Council is available to help with any matters it can.
Cllrs discussed the state of the Recreation Ground. It is not being mowed as often as it used to be. In previous years there were regular cuts. When it is mowed, it is not cut to the edges. The entrance to the Recreation Ground looks a mess. The Clerk was asked to contact the Village Hall Committee to ask for the grass to be cut.
Cllr Betts told the Committee that the Parish Council could offer a donation but we need to see the contract, and there is no contract.
- (e) To consider Parish Council Projects
- Fete. It is a lot of work for one person. Cllr Betts is happy to share contact details if anyone would like to take this on outside of the Parish Council.
 - A defibrillator for Ryarsh Park. Funding and a location for the defib need to be considered. The Clerk will look into this.
 - A clean up group – plastic protectors were dumped by the footpath in the woods by the stables at the back of Birling Road/Chapel Street and need to be cleared up. Cllr

Martin will source Hi Vis vests, bin bags etc. The Clerk will contact Birling Parish Council to work with them.

- Mens Shed – a few local Parish Councils hold a Mens Shed. In a venue, such as the pub, men in the village can meet in the morning to chat or undertake an activity. Cllr Betts has liaised with Cllr Neil Hewett of Birling Parish Council about working with Birling. Cllr Betts will email information to Cllrs.

6. OPEN SESSION – Public Question Time

There were no questions.

7. PARISH COUNCILLOR REPORTS – to receive updates and reports

(a) KALC Awards Evening 14.05.25 (MM)

Cllr McKinlay attended the event at County Hall, which was very successful, with the Parish Council's KALC award recipient Sarah Hohler. The citation for each recipient was read out and they received another certificate. Sarah was delighted and overwhelmed at receiving the award.

(b) TMBC – Parish Partnership Panel – 29.05.25

Cllr McKinlay was elected as Deputy Chair representing the Parish Councils and Councillors congratulated her on her appointment. The Chairmanship is with the Borough Council.

Regarding housing, Cllr McKinlay stated that there were a number of empty properties in Ryarsh and asked why there were left empty. Other Parishes have a similar problem. There are difficulties contacting Clarion and any emails are sent to their HQ which is out of the area. The PPP provided a phone number for Parish Councils to contact Clarion.

Cllr Banks discussed a question raised at the PPP about planning. The time between publishing an application and the time Borough Councillors have to call it in, can be between Parish Council meetings. TMBC was asked if it could fit the dates into a monthly cycle rather than the current 21 days. TMBC Planning were against this, because applications are already so delayed and it is not palatable to introduce anything that makes that time any longer. Parish Councils could use some kind of delegated authority to deal with planning outside of full Council meetings. If nothing is said by the Parish Council, then it is likely an application will be approved. Any issues should be raised with the Borough Councillors as soon as possible to deal with. The Clerk circulates details of planning applications received during the month by email to Ryarsh Councillors.

Objections to applications must be based on planning reasons. If you lodge an objection and there is a Planning Committee meeting you can speak for 3 minutes, but what you say will only be taken into account if there is a planning reason covered by planning regulations. It is not about what you feel because an emotive argument does not count for anything, but what you can see in the regulations to fight it.

(c) TMBC – Joint Standards Committee – 02.06.25

Cllr McKinlay could not attend as the meeting clashed with tonight's RPC meeting.

(d) KALC EGM – 19.06.25 (MM)

Cllr McKinlay is attending. Devolution will be covered.

(e) KALC Planning Conference – 20.06.25 (MM)

Cllr McKinlay is attended and recommended other Councillors should attend planning conferences or training.

8. MONTHLY CHECK LIST

To receive reports about:

(a) Play Area and Recreation Ground

Cllr Betts had nothing to report about the Play Area equipment. He has delayed the jet washing until after the summer, as it is too dry now.

(b) Highways, Footpaths and Footways, Street lights

There were no reports.

(c) Parish property: Ryarsh Resource Room

Cllr Payne had nothing to report about the Ryarsh Resource Room.

Cllr McKinlay has been sent a ledger with letters from a former Parish Council Clerk, detailing a charity in Ryarsh for Catherine Alice Stockley, registered with the Charity Commission and run by the Parish Council, and founded in 1947. Cllr McKinlay will look to see who the Trustees are and who the beneficiaries are.

9. 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 Betts. The Clerk has provided a financial report for Cllrs and there are no issues to be raised.

In May 2025 there were payments of £3,394.77 and no receipts.

An Internal Transfer of £3,500 from Instant Access to Current account was approved since the date of the last meeting.

Bank Account positions as at 01.06.25, before June payments are made, are:

Unity Trust Current Account £3,198.53

Unity Trust Instant Access Savings Account @2.25% AER £31,459.11.

(b) Approval of annual donation towards Churchyard Gardening

This was approved at the last meeting. The Clerk is waiting for Ryarsh PCC to confirm their bank details, then will set up a payment to be authorised by two Councillors.

(c) To consider and approve invoice payments

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

Cllr McKinlay suggested all Cllrs check they are authorised with Unity Trust.

Payee	Description	Total
	Payments Approved at the last meeting	£1,612.33
	Payments approved since the last meeting	
SSE Energy	Electricity Supply April 25	£36.42
SSE Energy	Electricity Supply April 25	£240.40
Gallagher AJG Community Scheme	Insurance Renewal 01.06.25-31.05.25	£1,499.62
Unity Trust	Monthly Service Charge	£6.00
	TOTAL MAY PAYMENTS	£3,394.77
	Payments approved at the Meeting	
KALC	Planning Conference 20.06.25 (MM)	£84.00
PSR Lighting	Streetlight Maintenance May 2025	£116.40
Clerk	Salary June 2025	£918.87
HMRC	June 2025 PAYE and NI	£219.72
Clerk	Travel Expenses/Reimbursements	£99.65
	TOTAL JUNE PAYMENTS	£1,612.33

No transfer was needed from the Instant Access Savings Account to the Current Account.

(d) To note Insurance Renewal 01.06.25

The Clerk confirmed that the Policy was renewed on 1st June 2025 until 31st May 2026.

- (e) To receive report from Internal Auditor for year ending 31 March 2025 and to consider if any action is needed

The report was received and considered by Councillors. It was **RESOLVED** that there was no action required

- (f) To review the effectiveness of the system of Internal Control. Councillors are asked to consider the Statement of Internal Control in support of the Annual Governance statement
Councillors considered this and AGREED that the system of Internal Control is effective in support of the Annual Governance Statement.

- (g) To approve the Annual Governance Statement for 2024-25, Section 1 of the AGAR for the year ending 31 March 2025.

The Council considered and approved the Annual Governance Statement for 2024-2025 and answered "yes" to all the statements. The Chair and Clerk signed and dated the Statement on behalf of the Parish Council.

- (h) To approve the Accounting Statements for 2024-25, Section 2 of the AGAR for the year ending 31 March 2025 and the supporting Bank Reconciliation as at 31 March 2025 and the explanation of the significant variations from last year (2023-24) to this year (2024-25)

The Council considered and approved the Accounting Statements and the supporting Bank reconciliation as at 31 March 2025 as provided by the Clerk and Responsible Financial Officer who had prior to the meeting signed and dated Section 2 of the AGAR for 2024-2025. The Chair signed and dated the Accounting Statement on behalf of the Parish Council.

- (i) To note the dates for the Exercise of Public Rights as selected by the Parish Council's Responsible Financial Officer (24.06.25-04.08.25)

The Council noted the period for the Exercise of Public Rights from Tuesday 24th June to Monday 4th August 2025.

- (j) The Pensions Regulator: workplace pensions re-enrolment

The Clerk will update the Parish Council when re-enrolment is completed.

10. MATTERS FOR NEXT MEETING

The Meeting concluded at 8.20pm.

Date of the next Meeting in Ryarsh Church Hall: **Monday 14th July 2025 – 7.30pm**

There is no meeting in August.

The date of the September meeting has changed to Monday 1st September 2025

Signed

Dated 14/7/25