

**DRAFT MINUTES OF RYARSH PARISH COUNCIL MEETING
MONDAY 8TH MAY 2017 AT 8.00PM
RYARSH VILLAGE HALL**

Present: Cllrs D Storey(Chair), I Emson (Vice Chair), R Coleman, M McKinlay, D Peddie and J Sutton, Borough Councillor Balfour (8.05-8.10pm), 1 member of public, Clerk

ITEM	MINUTES	ACTION
1.	<p>APOLOGIES RECORDED, DECLARATIONS OF INTEREST MADE AND REGISTER OF INTERESTS: Apologies were recorded from Cllr M Barton, County Councillor Hohler and PCSO McMillan.</p>	
2.	<p><u>ELECTIONS 2017</u> a) Election of Chair and Vice-Chair for 2017-18 Cllr Storey was nominated for Chair by Cllr Emson and second by Cllr Sutton. This was unanimously AGREED. Cllr Emson was nominated for Vice Chair by Cllr McKinlay and second by Cllr Storey. This was unanimously AGREED. b) Appointment of Representatives to External Bodies <u>TREE WARDEN</u> It was agreed that Cllr Emson be appointed Tree Warden. <u>PLAY EQUIPMENT WARDEN</u> It was agreed that Cllrs Storey and Peddie be Play Equipment Wardens. <u>EMERGENCY PLANNING GROUP</u> It was agreed that Cllrs Emson and Sutton are members of the Emergency Planning Group <u>REPRESENTATIVE FOR RYARSH RURAL COMMUNITY COUNCIL</u> It was agreed that Cllr Storey act as parish representative on the RRCC. <u>TMBC STANDARDS COMMITTEE</u> – it was agreed that Cllr Mckinlay continue to act as parish representative on the Standards Committee.</p>	
3.	<p><u>ANNUAL PARISH COUNCIL MEETING</u> a) Approval of Minutes of Annual Parish Council Meeting 2016 It was noted that these were approved at the meeting in June 2016. b) Annual Reports: Ryarsh Parish Council Chair, County Councillor Hohler and Borough Councillors Balfour and Kemp Reports from Councillor Storey, County Councillor Hohler and Borough Councillors Balfour and Kemp have been circulated. All reports will be available on the Parish Council website. c) Any other reports There were no other reports. d) Financial Statement 2016/17 This was approved and signed. e) Public Question Time There were no questions.</p>	
4.	<p>APPROVAL & SIGNING OF MINUTES ARISING FROM 10th APRIL 2017: The minutes arising from 10th April were agreed by all Councillors and signed as approved by Cllr Storey.</p>	DS
5.	<p>COUNTY COUNCILLOR: There was no report. BOROUGH COUNCILLOR: Following the recent Kent County Council elections, there are now 25% new Councillors. Money will be tight again this year. There is not much to report at Borough Activity due to the extended purdah for the KCC elections. It was reported that along Old School Lane near the Redrow development, the builders have</p>	

Signed

Date

	<p>moved the old fence allowing residents to park outside their houses. The fence is in their boundary but they have left an area of earth and a wooden fence with bushes. The road is now wider so cars will park in Old School Lane so the drivers can walk into the development. There is also a large number of cars travelling down Old School Lane trying to access Ryarsh Park. Could a sign be installed at the bottom of Old School Lane saying that there is no access to Ryarsh Park? Cllr Balfour agreed he would look at this. It was also reported that a water pipe had been pulled out by the builders, who had gone home leaving water running down Old School Lane overnight.</p> <p>POLICE: There were no reports, but it was noted that the container of equipment left by the contractors at the Play Area had been broken into. A similar incident happened at Offham with a unit and equipment left out by contractors.</p>	<p>Clerk</p>
<p>6.</p>	<p>PLANNING MATTERS <u>New Applications:</u> There were no new applications.</p> <p><u>Decision Notices:</u></p> <ul style="list-style-type: none"> o TM/17/00087/FL – 2 Vale Cottages , Chapel Street – First floor rear extension with pitched roof to be built in conjunction with proposed first floor rear extension to 1 Vale Cottages. APPROVED o 16/00284/WORKM - Brionne, The Street - alleged works not in accordance with TM/14/03008/FL (Erection of a two storey, three bedroom detached house and construction of a vehicular access, all as approved under reference TM/11/03066/FLX). NO BREACH <p><u>Any Other Planning Matters:</u></p> <ul style="list-style-type: none"> • TM/17/00869/RD - Ryarsh Farm Livery Stables – Details of condition 7 (site investigations and risk assessment) pursuant to planning permission TM/15/02445/FL (demolition and removal of existing commercial livery barns and portakabins and replacement with new Class B8 Storage Unit with Ancillary B1 Office) • TM/17/00992/RD – Partridge Farm, Sandy Lane - Details of conditions 2 (materials) and 5 (landscaping) submitted pursuant to planning permission TM/16/02369/FL (Demolition of the existing dwelling and construction of a replacement three-bedroom detached dwelling alongside associated parking, access and landscaping works on the land at Partridge Farm) 	
<p>7.</p>	<p>MATTERS ARISING</p> <p>a) Actions from Last Meeting The Clerk reported that:</p> <ul style="list-style-type: none"> o The Highways Steward contacted Cllr Emson, and the process for discussing possible traffic calming measures had been started by Cllr Hohler o Photos showing use by horses of footpath MR149 have been sent to the KCC Public rights of Way Officer o The Clerk has been contacted by someone from the KCC Flood Management Team, who have only just received the report about the tree blocking the stream adjacent to Birling Road. Cllrs confirmed that the tree has not been removed. o KCC Highways have not agreed a meeting date to discuss possible traffic calming and the Clerk will chase for a response. <p>b) Ownership of Recreation Ground In 2004 the Recreation Ground was purchased from KCC. An issue has arisen about the transfer of that ownership, which was made in the name of Ryarsh Rural Community Council. The RRCC are not a legal entity and cannot hold land, and the transfer should have been</p>	<p>Clerk Clerk</p>

Minutes of Ryarsh Parish Council Meeting Contd

	made to Ryarsh Village Hall. The Clerk is dealing with the solicitors to rectify the situation.	Clerk
	<p>c) Play Area Works – Stage One and Two Works to Stage one have been completed and the new equipment has proved very popular. The application for lottery funding for stage two cannot be made until the ownership of the Recreation Ground has been sorted out.</p> <p>d) Opening of Ryarsh Resource Room An opening is being arranged with Tom Tugendhat and the Primary School. Downsmail have asked for a photo of the resource room.</p>	Clerk,DS
8.	PUBLIC QUESTION TIME: There were no questions.	
9.	PARISH NEWS, UPDATES AND CORRESPONDENCE: There was nothing to report.	
10.	<p>HIGHWAY AND FOOTWAY MATTERS:</p> <p>(a) Highways: It was noted that the potholes have gone and white lines have been refreshed. It was reported that:</p> <ul style="list-style-type: none"> o The drains on The Street are blocked again and have plants growing in them. o Redrow have not replied about whether they would carry out maintenance of the bank while the road is close, and a chasing email will be sent. o The streetlight on the traffic calming island outside Godfreys is overgrown with vegetation. o Nettles are growing through the fence onto the pathway by the stables making it difficult for pedestrians. The Clerk will write to the landowner, although responsibility may be with the tenant. o Highways have left a “road closed sign” in Workhouse road from where about 70 plants were dropped. <p>(b) Streetlights: Nothing to report. It was reported that in Birling, on Parsons Corner, a streetlight is hanging and has been for aout a year. The Clerk will contact Birling Parish Council.</p> <p>(c) Footpaths: Nothing to report.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
11.	<p>PARISH MAINTENANCE AND REPORTS</p> <p>(a) Parish Property, Play Area and Recreation Ground, Trees, Ryarsh Resource Room: There was nothing further to report.</p> <p>(b) Any other matters: There were no other matters.</p>	
12.	<p>FINANCIAL MATTERS</p> <p>(a) Annual Governance Review 2016/17:</p> <ul style="list-style-type: none"> • To review the system and effectiveness of the system of internal controls The system and effectiveness of the system of internal control were reviewed and it was RESOLVED that they be approved. • To review the Statement on Internal Control for approval and signature The Statement of Internal Control was reviewed and it was RESOLVED that it be approved and was duly signed by the Chair and the Clerk. • To receive the Annual Governance Statement for review, approval and signature The Annual Governance Statement was considered and it was RESOLVED that the Council agreed all statements. The Chair and Clerk signed the form. <p>(b) Year end Audit 2016/17</p>	

<ul style="list-style-type: none"> To receive the Accounting Statements for review, approval and signature The Accounting Statements was circulated and approved. The Chair and Clerk signed the form. To receive the Financial Reconciliation as at 31st March 2017 for review, approval and signature The Financial Reconciliation was circulated and approved. To note the Outturn Statement for TMBC The TMBC Outturn Statement has been signed by the Chair and was noted. To receive the Supporting Statement and Fixed Asset Register for review, approval and signature The Supporting Statement and Fixed Asset Register have been circulated. They were approved and the Supporting Statement was signed by the Chair. The new play equipment will need to be added for 2017-2018. <p>(c) Financial Statement and Cheques for Signature It was reported that the following invoices were due for payment and it was AGREED that the cheques be signed:</p> <table data-bbox="247 757 1356 884"> <tr> <td>D Storey</td> <td>Reimbursement: Resource Room</td> <td>£10.45</td> </tr> <tr> <td>Clerk</td> <td>Salary & Expenses May 17</td> <td>£537.99</td> </tr> <tr> <td>HMRC</td> <td>PAYE April 17</td> <td>£5.40</td> </tr> <tr> <td></td> <td></td> <td><hr/>£553.84</td> </tr> </table> <p>The Financial Statement for April was approved and signed.</p> <p><u>Any other financial matters:</u> The Parish Insurance Policy with Came & Co is due for renewal 1st June 2017. Councillors have seen the renewal paperwork. It was AGREED that the Parish Council has been very happy with the service from Came & Co and the cover provided and the renewal was AGREED.</p>	D Storey	Reimbursement: Resource Room	£10.45	Clerk	Salary & Expenses May 17	£537.99	HMRC	PAYE April 17	£5.40			<hr/> £553.84	<p>Clerk</p>
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The Meeting concluded at 8.32pm
Date of next Parish meeting **Monday 12th June 2017** at 8.00pm

Signed

Date