

BARMING PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 11th MARCH 2026 at 7.30pm

AT THE PARISH HALL, TONBRIDGE ROAD

PRESENT: Cllr Gooch in Chair, Cllr Brotherwood, Cllr Pepper, Cllr Judd, Cllr Browning, Cllr Vizzard, Cllr Porter, Cllr Passmore, Cllr Morgan and Clerk Mrs N Attwood.

IN ATTENDANCE: County Cllr Bradshaw, County Cllr Ford

Public: None

1 APOLOGIES – Cllr Doe, County Cllr Jeffery, Borough Cllr Sweetman

2 NOTIFICATIONS TO BE RECEIVED FOR INTENT TO FILM, PHOTOGRAPH OR RECORD ANY ITEMS.
Cllr Porter informed members that he would be audio recording the meeting.

3 DECLARATIONS BY MEMBERS

Cllr Gooch declared a pecuniary interest in item 6.2 (Finances), 12 (Refurbishment of planter) & 13 (Handyman contract)

PUBLIC SESSION

No members of the public were present.

4. MINUTES of the Meeting held on 11th February 2026

The minutes were then **Agreed** as an accurate record and signed by the Chairman

5. MATTERS OF REPORT

Cllr Ford reported that there are currently a lot of potholes in the area and not many repairs have been carried out due to the recent weather, but residents are encouraged to continue to report any issues online.

Cllr Bradshaw has included traffic management in Glebe Lane in his KCC Highways Improvement Plan. Cllr Porter confirmed that over the past 2-3 years there has been an increase in cars mounting the pavements, but residents have not been able to agree on any traffic calming ideas. Cllr Gooch suggested a map is provided to BPC to show what mitigations could be put in place. Cllr Bradshaw confirmed that it would be a joint consultation, which BPC would support. Cllr Browning added that Glebe Lane is used as a cut through to avoid the cross roads. Cllr Bradshaw will add the Fountain Lane junction to the HIP and suggested that BPC sends him a list of all issues within the parish. Cllr Gooch will draft a document and circulate it to all members before forwarding to Cllr Bradshaw.

ACTION: Cllr Gooch

Cllr Gooch read out an email from Cllr Sweetman regarding a vehicle that has been seen driving at speed and mounting the path to drive around the bollards entering Bridle Way. It has been reported to Taylor Wimpey who confirmed that it is not their responsibility. Cllr Sweetman is waiting for further information regarding the car, which will then be passed on to the police.

Cllr Gooch attended a recent meeting with Barming Primary School and KCC to discuss the School Street Scheme as the parking in Belmont Close and surrounding areas is an issue for residents with many drives being constantly blocked during school drop of and collection times. It was felt that closing off parts of Belmont Close would just push parking issues out to other areas and the school is unable to resource managing the scheme. KCC has offered road safety training to the children. Cllr Gooch suggested that BPC might consider adopting the footpath between Banky Meadow/ Wesley Close so that it remains clear to encourage walking to the school. The Clerk will add this item to the April agenda. Cllr Bradshaw will be meeting with the Public Rights of Way team and has offered to discuss the item with them and report back at the next meeting. Cllr Gooch will also email PROW and copy both Cllr Bradshaw and Cllr Ford in.

ACTION: Cllr Gooch, Clerk

Cllr Gooch reported that the proposed minerals site plan for Oakwood had been put on hold but it now progressing. A detailed assessment of the site will be carried out this summer and KCC will also be looking at other possible sites in the area.

Cllr Gooch thanked Paul from Dovetail Construction for fixing the finger post at the Bull Inn after it was knocked over by a vehicle. Cllr Porter has circulated photos of the finger post back in situ.

Cllr Vizzard asked for double yellow lines for corner protection on Heath Grove/ Fountain Lane to be added to the KCC HIP list.

Cllr Porter reported on the recent UK Power Networks roadworks, which resulted in pedestrians being unable to access the crossing on the Tonbridge Road safely. He managed to report the issue via email and send photographic evidence of the inadequate set up of the works. This was attended to quickly and resolved.

Cllr Browning reported that there seems to be a lot of rubbish being left on the grass verge at Bull Orchard and suggested that a bin is installed there. Cllr Porter informed Cllr Browning that BPC would have to pay MBC to empty a bin if BPC installed one there. Cllr Gooch added that the area is litter picked every week and would encourage people who use the area to pick up their rubbish and dispose of it in the correct manner.

The Clerk informed members that the play area inspection had been booked in with Wicksteed and the historic National Non-Domestic Rates figures for the pavilion had been sent to MBC along with the relevant paperwork for the refund.

6 FINANCES

Cllr Gooch proposed to authorise the finances which was seconded by Cllr Pepper with all members in favour.

6.1 Budget Monitoring

The budget monitoring and bank reconciliation were circulated to all members prior to the meeting.

6.2 Income & Expenditure

Income: Unity

Pavilion Hiring £489.02
Parish hall Hiring £669.02
Hiring Deposits £100.00
Barming News Adverts £40.00
Kent County Playing Fields Grant for fencing £1,000.00
GLAA Loan Repayment £1,000.00

Expenditure: Mrs F Gooch expenses – mileage to conference £37.80

Mr C Passmore expenses – badges for new Cllrs £30.17
Mrs N Attwood expenses – Ink, paper & mileage £67.84
Dusters Cleaning £240.00
Maidstone Signs £82.62

Direct Debits: BT wifi parish hall £34.99

Clear it away - £43.30
Pavilion wifi £10.20
Hugo Fox website and gov. £53.98
Castle Water Parish Hall £21.77
Unity Trust Service £13.35
Itrust £60.00
EDF Pavilion £102.45
EDF Parish Hall £170.63
Waste Water Parish Hall £71.91
O2 BPC Mobile Phone £21.05

Staff Costings: £3,046.46 & HMRC Employer Payment £3,479.52

Natwest Income: Interest £41.38

Natwest Expenditure: £0.00

7. PLANNING

26/500642/FULL 32 North Street ME16 9HF Erection of a two-storey rear extension, a loft conversion with 1no. roof light and insertion of 1no. roof light to existing rear extension – Members have no objections to this planning application. Cllr Judd suggested that the following comment was added to the response: “BPC wishes to see that the privacy of the next-door neighbour is safe guarded”. All members were in favour of this action which the Clerk will submit.

ACTION: Clerk

Ditton Parish Council Response to TM/24/00372 OAEA – Members noted the email correspondence from Ditton PC that was circulated to members by the Clerk.

Cllr Judd informed members that there has been time extension for the decision on the Period Barn Planning application to 25th March 2026. Cllr Bradshaw felt that it might be due to the application being viewed by the Heritage Department at KCC.

8. Annual Adoption of Procedural Documentation

Cllr Vizzard proposed to adopt all of the annual documentation (Standing Orders, Financial Regulations, Internal Controls, Risk Assessment, Complaints Procedure, Code of Conduct, IT Policy, Name Badge Policy, Grievance Policy, social media Policy and GDPR Awareness Document). This was seconded by Cllr Porter with all members in favour. The documents were then duly signed.

9. Annual Parish Meeting

Cllr Gooch was pleased to report that the working group has had some good meetings and invites to the annual meeting will be sent out to all groups and residents. Cllr Pepper and Cllr Passmore said that there was more work to be done as we want people to help create a neighbourhood vision. We want know if people care what happens to Barming, opinions on traffic flow and see what they would like in the area, if money was no object! The County Councillors will attend and can advertise the event on their Facebook pages.

10. Neighbourhood Plan

The working group informed members that the MBC presentation was really helpful and showed how intense and expensive the process is. A neighbourhood plan cannot deal with transport, health or education so we cannot mislead people when asking what residents would like to see in the parish, but it is a legal document and it will be good to find out opinions from the Annual Parish Meeting.

11. Disused Allotment Entrance in Glebe Lane: Installation of fencing

Cllr Gooch thanked Cllr Porter for the photos that he had taken of the area. We now need to consider clearing the area and installing fencing. Cllr Gooch proposed to obtain quotations from groundwork & landscaping companies which the Clerk will contact. This was seconded by Cllr Judd with all members in favour. Cllr Gooch, Porter, Browning and Judd will meet with contractors to clearly explain the scope of the work required. The Clerk will request that all of the companies liaise with Cllr Gooch to schedule suitable dates and times. **ACTION: Cllr Gooch, Clerk**

Cllr Porter suggested BPC installs a close board fence at the front with concrete gravel boards to protect the neighbouring driveway at a height of 3ft. Cllr Vizzard proposed to proceed with the suggestion. This was seconded by Cllr Porter with all members in favour.

Cllr Gooch proposed that the same type of fencing with gravel boards is continued from the end of the garage all the way to the back, but at a height of 6ft on both sides. This was seconded by Cllr Porter with all members in favour. Suggestions for fencing companies for the Clerk to approach for quotations were given (Jacksons, Yorkes and I. Wallond)

The gate requirements will be discussed at the June meeting once the work on the neighbouring garage has been completed. **ACTION: Clerk**

Cllr Gooch left the meeting for the next two agenda items.

12. Refurbishment of Planter at Bull Orchard

The Clerk had received a quotation from the handyman of £399.00 for the refurbishment. Cllr Vizzard proposed to accept the quotation. This was seconded by Cllr Pepper with all members in favour.

13. Handyman Contract Amendment

The Clerk had previously circulated the amendments to the contract which included an increase from £17.00 per hour to £19.00 per hour from 1st April 2026. Cllr Pepper proposed to accept the increase. This was seconded by Cllr Passmore with all members in favour.

Cllr Gooch re-joined the meeting.

14. Appointment of Internal Auditor for GLAA Annual Audit

Previously BPC had agreed to find an internal auditor for the GLAA. Cllr Porter recently attended the GLAA committee meeting where he was informed that they had arranged an internal auditor. Cllr Porter felt that as they had arranged their own auditor already, it would be just duplicating the process if BPC then also instructed one. Cllr Gooch proposed to proceed with the company that GLAA had found. This was seconded by Cllr Passmore with all members in favour.

15. Glebe Lane Allotments: Request for S106 Funding for Project

Cllr Gooch felt that this item seemed slightly vague. Cllr Porter explained that at the recent committee meeting, GLAA had expressed an interest in working towards new fencing being installed at the Glebe Lane site. Therefore, he was making the initial enquiry to ask if any of the S106 money could be used. Cllr Vizzard felt that BPC could consider this request when the project arises. Cllr Gooch proposed that BPC would be happy to consider in principle. This was seconded by Cllr Browning with all members in favour.

16. Local Government Reorganisation in Kent and Medway

Cllr Gooch felt that BPC should respond to the Government consultation and proposed that option 3A was the most sensible option as it is more financially viable with the least boundary change. It also fits with the NHS, Fire Service and Police boundaries. The reorganisation will highlight how important parish councils are as they are managing tax payers' money, are closer to residents and form trusted relationships and also have the opportunity to share resources with other local parish councils. Cllr Passmore seconded the proposal with 1 member abstaining and 7 in favour. Cllr Gooch will submit the response on behalf of BPC.

Cllr Bradshaw recommended that BPC members read the devolution documents.

17. Highways Improvement Plan

The Clerk had previously circulated the current HIP and the consultation template which Cllr Gooch had received from the KCC West Kent Community Engagement Officer. This document must now be used when a resident approaches BPC requesting double yellow lines. A full consultation will then have to be carried out by BPC prior to adding it to the BPC HIP which Cllr Gooch felt was a duplication and doing KCC's job for them. Cllr Bradshaw confirmed that there is a statutory duty to consult, but if BPC would like to send him and Cllr Ford a list of items for them to add to their HIP's the consultation is carried out between the County Councillor and the parish council making the process quicker and easier. Cllr Gooch mentioned that BPC agreed at the February meeting to add double yellow lines at the service road on the Tonbridge Road by Glebe Lane, so details of this and other requests will be forwarded to the County Councillors and circulated to members.

Cllr Gooch added that the request for double yellow lines at Belmont Close would just move the parking issues somewhere else so this would not be a good idea. Cllr Porter reminded members that Barming falls under the MBC Special Parking Enforcement Area so people can get tickets for parking over dropped kerbs etc. Cllr Gooch will investigate this initiative and find out more about it.

ACTION: Cllr Gooch

18. Community Energy Parish Survey

BPC declined to respond as we do not have a suitable site to collect power from or a suitable site to distribute collected power to.

19. Meeting Close

The meeting was closed at 9.25pm. The next Full Council Meeting will be held on Wednesday 8th April 2026 at 7.30pm in the Parish Hall, Tonbridge Road.