

## **Birling Parish Council**

**All members of Birling Parish Council are summonsed to attend the  
BIRLING PARISH COUNCIL MEETING to be held on**

**Tuesday 7<sup>th</sup> June at 8pm**

**At All Saints Church, Bull Road, Birling**

**[www.birlingparishcouncil.gov.uk](http://www.birlingparishcouncil.gov.uk)**

Public and Press are welcome to attend via video conference

Public Participation – Item 5 only

- 1. Apologies for absence**
- 2. Declarations of Pecuniary and Non-Pecuniary Interest**
- 3. Approval and signing of minutes of meeting of 10<sup>th</sup> May 2022** (*Attachment 1*)
- 4. Reports - County, Borough and Police**
- 5. Open Forum – Public Participation Session**

The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed ten minutes unless directed by the chairman of the meeting. Subject to standing order 3(f), a member of the public shall not speak for more than three minutes. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
- 6. (a) Matters arising and last month's circulation**
  - i. Ryarsh School**

To receive update on jubilee picnic 27/05/22
  - ii. Defibrillator Training**

To note training being organised.
  - iii. Village Hall access**

To receive any updates on availability of hall
- (b) Matters for Information circulated to councillors**

10/05 KALC news April 2022  
10/05 E Watch 1972  
10/05 Sector Finance Survey  
18/05 E Watch 1973  
18/05 Revised Kent Model Code of Conduct  
18/05 E Watch 1974  
18/05 NALC Chief Executive Bulletin  
18/05 KCC media release – Jubilee  
18/05 Agenda Parish Partnership Panel  
28/05 E Watch 1975  
28/05 E Watch 1977  
28/05 National CSSC Message  
28/05 KALC T&M Meetings  
28/05 NALC Chief Executive Bulletin  
28/05 Homes for Ukraine Scheme  
28/05 KALC Chairmanship Conference  
28/05 E Watch 1976  
28/05 Weekly waste update

28/05 Kent Homeless Connect consultation  
28/05 Area Planning Committees  
28/05 E Watch 1971  
28/05 UK Shared Prosperity Fund  
28/05 The rural bulletin

## 7. Meetings

- (a) **Meetings attended on behalf of the parish council**  
TMBC Parish Partnership Panel – 25/05/2022 Cllr Hewett
  
- (b) **Future meetings**  
T&M KALC – 21/07/2022 and 06 or 13/10/2022  
KALC Chairmanship Conference 28/07/2022

## 8. Parish Business for Decisions

- (a) **Highways Improvement Plan**
  - i. To receive any updates
- (b) **Bank Infringement**
  - i. To receive any updates
- (c) **Local Plan**
  - i. To receive any updates
- (d) **Rural Broadband**
  - i. To receive any updates
- (e) **Queen's Platinum Jubilee**
  - i. To note review event.
  - ii. To receive update on flag and pole.
  - iii. To receive update on visit to Gallaghers to choose stone.
  - iv. To receive update from Cllr Nevill on treeplanting.
- (f) **Freedom of the Parish**
  - i. To note wording being prepared for scroll
- (g) **Revised Kent Model Code of Conduct**
  - i. To consider for adoption

## 9. Annual Governance and Accountability Statement 2021-22

- i. **To consider and approve the internal audit report for 2021-22**  
*(Attachment 2)*
- ii. **To consider and approve the statement of internal control for the year ending 31st March 2022**  
*(Attachment 3)*
- iii. **To approve the Annual Governance Statement for 2021-22**  
**Section 1 of the AGAR for the year ending March 2022**  
*(Attachment 4)*
- iv. **To Approve the Accounting Statement for 2021-22 Section 2**  
*(Attachment 4)*
- v. **To Approve the parish council's certificate of exemption AGAR 2021-22**  
*(Attachment 4)*
- vi. **Risk Assessment**  
To approve annual risk assessment review *(Attachment 5)*

## 10. Parish Business for Noting

- (a) **Website update**  
To note the following added to the website:-
  - Jubilee bunting and events updates

- Bus Consultation response

## 11. Correspondence

- (a) Request from resident for library in telephone box.

## 12. Finance & Accounts

- (a) To sign new bank mandate form to add Cllr Yates and remove Cllr Spooner.

- (b) To approve Bank Reconciliation May 2022

Net Bank Balances as at 31/05/2022 £24,872.10

- (c) To note budget position year to date May 2022.

- (d) To approve PAYE record June 2022.

- (e) BACS to be approved and signed:

Payee	Budget	Amount Gross	Amount Net	VAT	Description
Various	Staff Costs	£466.91	£466.91	n/a	June staff costs
JA Miller	Expenses	£257.36	£257.36	n/a	Reimbursement of Flags
JA Miller	Expenses	£71.29	£71.29	n/a	Laminator and paper
LASER	Streetlights	£8.49	£8.09	£0.40	Streetlight energy May 2022
Streetlights	Streetlights	£178.80	£149.00	£29.80	Half yearly street light maintenance contract
Ryarsh PTFA	Donation	£50.00	£50.00	n/a	Donation to fete
KCC	Reserves	£2,400.00	£2,400.00	£0.00	40mph TRO signage Bull Road
BR Skip Hire	Reserves	£300.00	£300.00	£50.00	Skip Hire for clearance
Cavendish Marquees	Reserves	£960.00	£800.00	£160.00	Marquee for jubilee
Air Ambulance	Donations	£125.00	£125.00	n/a	Donation
Victim Support	Donations	£125.00	£125.00	n/a	Donation
AJGallagher	Insurance	£759.47	£633.46	£76.01	Annual insurance premium
Lionel Robbins	Audit	£90.00	£90.00	n/a	Annual Audit
Guy Nevill	Reserves	£410.00	£410.00	n/a	Reimbursement band and inflatable

## 13. Roads

- (a) To report any road issues

- (b) Road Closures – see website for details

- i. To note temporary road closures affecting Birling:  
None.

## 14. Planning

- (a) Applications to be considered

- i. TM/22/01132/RD The Willows 81 Ryarsh Road Birling West Malling Kent ME19 5JR Details of condition 2 (Materials), 3 (Slab levels), 5 (Landscaping) and 7 (Foul water disposal) submitted pursuant to planning permission TM/21/03361/FL (Demolition of existing dwelling and erection of new dwelling)
- ii. TM/22/01156/FL Birling Ashes 213 Birling Road Birling West Malling Kent ME19 5JB Construct a small, timber stable block on a concrete base

**(b) Decisions by Tonbridge and Malling Borough Council**

TM/22/00840/TNCA 19 Ryarsh Road Birling West Malling Kent ME19 5JW  
Holm Oak T1 (applicants reference) - Fell because of decline in health and  
concerns over the tree becoming dangerous No Objection on 19 May 2022

**15. Matters for future meetings**

**16. Date of next meeting: Tuesday 12<sup>th</sup> July 2022**

*Julie Miller*

**Julie Miller, Parish Clerk [clerk@birlingparishcouncil.gov.uk](mailto:clerk@birlingparishcouncil.gov.uk)**

**30<sup>th</sup> May 2022**