

Birling Parish Council

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

Tuesday 13th June 2023 at 8pm

At All Saints Church, Snodland Road, Birling

www.birlingparishcouncil.gov.uk

Public and Press are welcome.

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 23rd May 2023** (*Appendix A*)

4. Reports

- (a)** County Councillor Sarah Hohler
- (b)** Borough Councillors Paul Boxall and Bill Banks
- (c)** Kent Police
 - i. Report for May – new PCSO Lisa Whitehead
 - ii. Letter from new Inspector

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 chair 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 any updates
- ii. Village Hall access**
To receive any updates on availability of hall

(b) Matters for Information circulated to councillors.

30/05/2023	KALC CEO visit
30/05/2023	E Watch 2080
30/05/2023	E Watch 2081
30/05/2023	NALC Chief Executive Bulletin
30/05/2023	KALC Dynamic Councillor
30/05/2023	Cost of Living Grant
30/05/2023	E Watch 2082
30/05/2023	E Watch 2079
30/05/2023	NALC Newsletter
30/05/2023	NALC Call for Planning evidence
30/05/2023	E Watch 2078
30/05/2023	NALC Events
30/05/2023	Chief Executive Bulletin
04/06/2023	NALC Chief Executive Bulletin
04/06/2023	Prohibition of Right Turn & Bus Lane Closure A20 Aylesford
04/06/2023	E Watch 2083
04/06/2023	KALC Summer Conferences

04/06/2023 NALC Newsletter
04/06/2023 NALC Chief Executive Bulletin

7. Meetings

(a) Meetings attended on behalf of the parish council

(b) Future meetings

- i. Parish Partnership Panel 15/06/2023
- ii. Parish Partnership Panel 31/08/2023
- iii. Parish Partnership Panel 02/11/2023
- iv. Parish Partnership Panel 08/02/2024
- v. Parish Partnership Panel 30/05/2024
- vi. KALC T&M Area Committee 13/07/2023
- vii. KALC T&M Area Committee 28/09/2023
- viii. KALC T&M Area Committee 14/12/2023

8. Parish Business for Decisions

(a) Parish Infrastructure Statement

- i. To complete statement (deadline 15/06/2023)

(b) OEP Protected Sites Call for Evidence

- i. To consider sending a response (responses still being accepted)
[Call for Evidence - Protected sites for nature in England and Northern Ireland | Office for Environmental Protection \(theoep.org.uk\)](#)

(c) Highways Improvement Plan

- i. To receive update from Cllr Hirst.

(d) Local Plan

- i. To note update

(e) Community Transport Grant / Bus Services

- i. To receive update on KALC T&M parish council initiatives

(f) Jubilee and Coronation

- i. To receive update on visit to Gallaghers to choose stone.
- ii. To receive update from Cllr Nevill on tree planting.

(g) Local Charities

- i. To receive update from Cllr Yates on hardship fund proposal

(h) Village Maintenance, Waste and Litter

- i. To note successful litter pick on 25th March.
- ii. To consider projects for Community Payback team.
- iii. To discuss grass cutting and diseased box tree at war memorial.
- iv. To note verge cut back and consider further litter pick.

(i) Climate Action

- i. To review and update the Climate Action Plan.
- ii. To note AQMA areas and TMBC Action Plan and consider next steps.

(j) Strategic Plan Update

- i. To review strategic plan

9. Parish Business for Noting

(a) Website/Social Media platforms updates

To note the following added to online platforms:

- Neighbourhood engagement meeting

(b) Parochial Church Council

- To receive regular update.

(c) Resident Matters

- To note any recent local issues raised

10. Correspondence

- Request for donation from Air Ambulance.

11. ANNUAL GOVERNANCE AND ACCOUNTABILITY REVIEW 2022-23

- To review the system of internal control *(Appendix B)*
The council is asked to review the system of internal control.
- To review the effectiveness of the system of internal control. *(Appendix C)*
The council is asked to consider the attached statement of internal control in support of the Annual Governance Statement. The Chair of the meeting and the clerk to sign.
- To approve the internal audit report 2022-23 *(Appendix D)*
- To approve the Annual Governance Statement for 2022-23, Section 1 of the AGAR for the year ending 31 March 2023. *(Appendix E)*
The clerk to read out the assertions and the council to answer.
The Chair of the meeting and the clerk to sign and date.
- To approve the Certificate of exemption, the supporting Bank Reconciliation as at 31 March 2022 and the explanation of significant variances from last year (2021-22) to this year (2021-22). *(Appendix E)*
The Chair of the meeting and clerk to sign and date.

12. Finance & Accounts

(a) To approve Bank Reconciliation May 2023

Net Bank Balances as at 31/05/2023 £18,627.58

(Appendix F),

(b) To note budget position year to date May 2023

(Appendix F)

(c) To approve PAYE record June 2023.

(d) BACS to be approved and signed:

Payee	Budget	Amount Gross	Description
Various	Staff Costs	£497.36	Staff costs June
LASER	Streetlighting	£23.60	Streetlight energy costs
Air Ambulance	Donation	£125.00	Donation
Ryarsh PTA	Donation	£50.00	Donation

13. Roads

(a) To report any road issues

(b) Road Closures – see website for details

- To note temporary road closures affecting Birling

14. Planning

(a) Applications to be considered – there are none

(b) Decisions by Tonbridge and Malling Borough Council.

TM/23/00782/TNCA Foremans Cottage Birling Place Farm Stangate Road Birling West Malling Kent ME19 5JN 7 x Ash trees (*fraxinus excelsior*), T1- T7 (applicants ref)- Fell to ground. T1 mature ash has a cavity in the base with signs of old fungal fruiting bodies (not clear on species) and is leaning summer house/ garden office. T2 mature ash has deadwood throughout and is also leaning toward the garden building. T3 semi mature ash has a large cavity running through the base from one side to the other and leans toward heating fuel tank with pond / watercourse below. T4 is a semi mature twin stemmed ash with included bark at the fork. T5 is a mature ash in poor condition. T6 has large deadwood in the crown and leans over driveway / network cables. T7 leaning over driveway / network cables.
No Objection on 19 May 2023

15. Matters for future meetings

16. Date of next meeting: 11th July 2023

Julie Miller Julie Miller, Parish Clerk clerk@birlingparishcouncil.gov.uk 7th June 2023